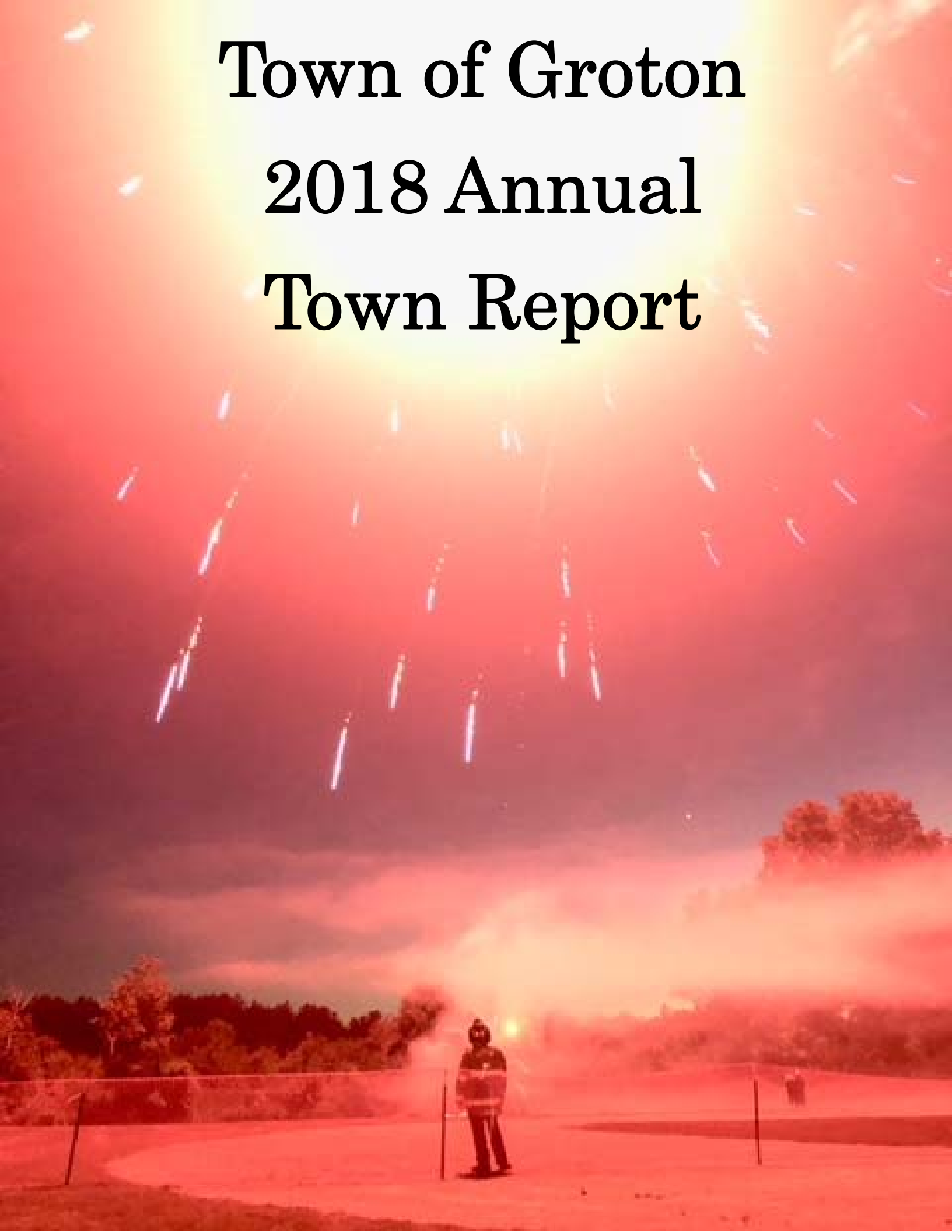


# Town of Groton

## 2018 Annual

### Town Report







**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:** 10,674

**Registered Voters as of December 31, 2016:** 8,252

**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:** 125

## IN MEMORIAM 2018

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

*Emil Rechsteiner*

*Michael Roberts*

*June Johnson*

*Janet Shea*



Photo by Jeff Demers

## **2018 PROCLAMATIONS**

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

### ***COMMUNITY***

Arbor Day	April 28, 2018
Groton Inn Day	May 10, 2018
Thomas Hartnett Day	May 15, 2018
Donald L. Palma, Jr. Day	May 28, 2018
Bob Cadle Day	October 16, 2018
K-9 Lola Day	December 4, 2018

### ***EAGLE SCOUTS***

Andrew James Wilson	January 28, 2018
Jeremy Lee Sickles	February 25, 2018
Akul Chennakesavan	April 22, 2018
Alexander Scheufele	May 12, 2018
Samuel Rachman	May 12, 2018
Justin Duhamel	May 19, 2018
William Hughson	May 19, 2018
Zachary Miller	May 19, 2018
Kyle William Paul Zimmer	August 19, 2018



### **SELECT BOARD**

<i>Barry A. Pease, Chair</i>	<i>Alison S. Manugian, Vice Chair</i>	<i>John R. Giger, Clerk</i>
<i>Joshua A. Degen, Member</i>	<i>Rebecca H. Pine, 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**

Lori Trahan  
1616 Longworth HOB  
Washington, DC 20515  
Phone: (202) 225-3411

126 John Street  
Suite 12  
Lowell, MA 01852  
Phone: (978) 459-0101

### **GOVERNOR**

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

### **SECRETARY OF STATE**

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

### **SENATOR IN GENERAL COURT**

Edward Kennedy  
First Middlesex District  
24 Beacon Street, Room 405  
Boston, MA 02133  
(617) 722-1630  
[edward.kennedy@masenate.gov](mailto:edward.kennedy@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](mailto:Sheila.Harrington@mahouse.gov)

### **REGISTER OF DEEDS**

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

### **REGISTER OF PROBATE**

Tara DeCristofaro, 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 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
Town Manager/Select Board.....	978-448-1111
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**

Donald Black	2019
Garrett Boles	2020
Jenifer Evans	2021

### **ELECTRIC LIGHT COMMISSIONERS**

Rodney R. Hersh	2019
Bruce Easom	2020
Kevin J. Lindemer	2021

### **GDRSD SCHOOL COMMITTEE**

Angela Donahue	2019
Marlena Gilbert	2019
Jeffrey Kubick	2020
Fay Raynor	2021
Brian LeBlanc	2021

### **HEALTH, BOARD OF**

Robert Fleischer	2019
Jason Weber	2020
Susan H. Horowitz	2021

### **HOUSING AUTHORITY**

Brooks T. Lyman	2019
Ellen G. Todd	2020
Deidre Slavin-Mitchell	2021
Leslie Colt	DHCD-Temporary
Daniel C. Emerson	State appt'd

### **MODERATOR**

Jason Kauppi	2021
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### **PARK COMMISSIONERS**

Evan Boucher	2019
Kenneth Bushnell	2019
James Gaffney	2020
Timothy Siok	2020
Anna Eliot	2021

### **PLANNING BOARD**

Annika Nilsson-Ripps	2019
George E. Barringer, Jr.	2019
Gus Widmayer	2019
Scott O. Wilson	2020
Timothy Svarczkopf	2021
Russell Burke	2021
Carolyn A. Perkins	2021

### **SELECT BOARD**

Joshua A. Degen	2019
Barry A. Pease	2019
Alison S. Manugian	2020
Rebecca H. Pine	2020
John R. Giger	2021

### **SEWER COMMISSIONERS**

James L. Gmeiner	2019
Thomas Orcutt	2020
Michael Bouchard	2021

### **TOWN CLERK**

Michael Bouchard	2021
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### **TRUST FUNDS, COMMISSIONERS OF**

Leslie Wickfield	2019
Marth McLure	2020
Joseph E. Twomey	2021

### **TRUSTEES OF PUBLIC LIBRARY**

Mark Gerath	2019
Nancy Wilder	2019
Marilyn Dabritz	2020
David Zeiler	2020
Kristen Von Campe	2021
Jane R. Allen	2021

### **WATER COMMISSIONERS**

Greg R. Fishbone	2019
James L. Gmeiner	2020
John J. McCaffrey	2021

\*Resigned  
\*\* Deceased

## **OFFICIALS APPOINTED BY THE SELECT BOARD**

### **TOWN MANAGER**

Mark W. Haddad 2019

### **TOWN COUNSEL**

Brooks & DeRensis 2019

### **POLICE CHIEF**

Michael F. Luth 2021

### **FIRE CHIEF**

Steele McCurdy 2022

## **OFFICIALS APPOINTED BY THE TOWN MANAGER**

### **ADA COORDINATOR**

Michelle Collette 2019

### **ANIMAL CONTROL OFFICER**

R. Thomas Delaney, Jr. 2019

George Moore 2019

### **ANIMAL INSPECTOR**

George Moore 2019

### **BUILDING COMMISSIONER**

Edward Cataldo 2019

### **BUILDING INSPECTOR**

Daniel Britko 2019

### **COMMUNICATIONS OFFICERS**

Sarah E. Power 2019

Darlene A. Touchette 2019

Warren Gibson 2019

Jonathan Shattuck 2019

Catherine Myers 2019

Samuel Welch 2019

Edward J. Bushnoe (Part time) 2019

Michael MacGregor (Relief) 2019

### **CONSERVATION ADMINISTRATOR**

Nikolis Gualco 2019

### **CONSTABLES**

Brian O. Downes 2019

George Moore 2019

Frederick Correia 2020

George Rider 2021

### **COUNCIL ON AGING DIRECTOR**

Kathy Shelp 2019

### **COUNTRY CLUB GM / HEAD GOLF PROFESSIONAL**

Shawn Campbell 2019

### **DATABASE COORDINATOR**

April Moulton 2019

### **DOG OFFICER**

George Moore 2019

R. Thomas Delaney, Jr. 2019

### **EARTH REMOVAL INSPECTOR**

Michelle Collette 2019

### **ELECTION WORKERS**

Judith Anderson 2019

Florine Bakke 2019

Audrey Bryce 2019

Marvin Caldwell 2019

Gail Chalmers 2019

Carole Clark 2019

Michelle Collette 2019

Irene Corsetti 2019

Joan Croteau 2019

Jean Cummings 2019

Carol Daigle 2019

Charlene Dapolito 2019

Dorothy Davis 2019

Dawn Dunbar 2019

Alberta Erickson 2019

George Faircloth 2019

Maureen Faircloth 2019

Carl Flowers 2019

Norma Garvin 2019

Louise Gaskins 2019

Joan Guimond 2019

Margot Hammer 2019

Ellen Hargraves 2019

Richard Hewitt 2019

April Iannacone 2019

\*Resigned

\*\* Deceased

Stephen Legge	2019
Lorraine Leonard	2019
Cindy Martell	2019
Paula Martin	2019
Richard Marton	2019
Mary McGrath	2019
Lisa O'Neil	2019
Geraldine Perry	2019
Donna Piche	2019
Nancy Pierce	2019
Peg Russell	2019
Suzanne Sanders	2019
Connie Sartini	2019
Stuart Schulman	2019
Stuart Shuman	2019
Fran Stanley	2019
Arestothea Staub	2019
Alberta Steed	2019
Rena Swezey	2019
Janet Thompson	2019
Ramona Tolles	2019
Jeffrey Upton	2019
Richard Van Doren	2019
Bronwen Wallens	2019
Ann Walsh	2019
Margaret Wheatley	2019

#### **ELECTRICAL INSPECTOR**

Edward Doucette	2019
John Dee III (Alternate)	2019

#### **EXECUTIVE ASSISTANT TO THE TOWN MANAGER**

Dawn Dunbar	2019
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#### **FENCE VIEWER**

George Moore	2019
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#### **FIELD DRIVER**

George Moore	2019
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#### **GRAVES REGISTRATION OFFICER**

Deborah Beal Normandin	2019
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#### **HARBOR MASTER**

Michael F. Luth	2019
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#### **HAZ-MAT COORDINATOR**

Steele McCurdy	2019
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#### **HEALTH INSURANCE PORTABILITY & ACCOUNTIBILITY OFFICER**

Melisa Doig	2019
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#### **HUMAN RESOURCES DIRECTOR**

Melisa Doig	2019
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#### **IT DIRECTOR**

Michael Chiasson	2019
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#### **KEEPER OF THE TOWN CLOCK**

Paul Matisse	2019
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#### **LAND USE DIRECTOR**

#### **TOWN PLANNER**

Takashi Tada	2019
--------------	------

#### **LOCAL LICENSING AGENT**

Michael F. Luth	2019
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James Cullen	2019
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#### **MEASURER OF WOOD AND BARK**

Evan C. Owen	2019
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#### **MOTH SUPERINTENDENT**

R. Thomas Delaney, Jr.	2019
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#### **NIMS COORDINATOR**

Michael F. Luth	2019
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#### **PARKING CLERK**

Dawn Dunbar	2019
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#### **PLUMBING AND GAS INSPECTOR**

Norm Card	2019
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John Templeton (Alternate)	2019
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#### **PRINCIPAL ASSESSOR**

Jonathan Greeno	2021
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#### **POLICE DEPARTMENT**

#### **Deputy Chief**

James Cullen	2019
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#### **Matrons**

Bernadette Georges	2019
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April Moulton	2019
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Catherine Myers	2019
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Kathleen Newell	2019
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\*Resigned

\*\* Deceased

Sarah E. Power	2019
Darlene A. Touchette	2019

**Officers**

Nicholas Beltz	2019
Robert Breault	2019
Peter Breslin	2019
Gordon Candow	2019
Paul Connell	2019
Omar Conner	2019
Derrick Gemos	2019
Kevin Henehan	2019
Michael Lynn	2019
Rachel Mead	2019
Dale Rose	2019
Edward P. Sheridan	2019
Cory Waite	2019
Gregory Steward	2019
Patrick Timmins	2019
Victor Sawyer	2019

**Reserve Officers**

Matthew Beal	2019
Matthew Boivin	2019
Edward Bushnoe	2019
Cody Chick	2019
Andrew Davis	2019
Kathleen Newell	2019
Casey O'Connor	2019
Michael Ratte	2019
Richard Rene	2019
Jonathan Shattuck	2019

**Groton Special Officers**

Irmin Pierce	2019
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**PUBLIC WORKS DIRECTOR**

R. Thomas Delaney, Jr.	2019
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**ROAD KILL OFFICER**

R. Thomas Delaney, Jr.	2019
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**SEALER WEIGHTS & MEASURES**

Eric Aaltonen	2019
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**SURVEYOR OF WOOD/LUMBER**

R. Thomas Delaney, Jr.	2019
------------------------	------

**TOWN ACCOUNTANT**

Patricia Dufresne	2021
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**TOWN DIARIST**

M. Constance Sartini	2019
Robert L. Collins	2019

**TREASURER/COLLECTOR**

Michael Hartnett	2021
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**TREE WARDEN**

R. Thomas Delaney, Jr.	2019
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**VETERANS' SERVICE OFFICER**

Robert C. Johnson	2019
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**WATER SUPERINTENDENT**

Thomas Orcutt	2019
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**BOARDS, COMMITTEES &  
COMMISSIONS APPOINTED  
BY THE SELECT BOARD**

**AFFORDABLE HOUSING TRUST  
FUND**

Sheila Julien	2020
Joshua A. Degen	2020
David Wilder	2020
Colleen Neff	2021
Stuart M. Schulman	2021

**BOARD OF REGISTRARS**

Michael Bouchard – Town Clerk	
Sally Hensley	2019
Jane Fry	2020
Dale A. Martin	2021

**COMMEMORATIONS &  
CELEBRATIONS COMMITTEE**

Donald Black	2019
Evan Boucher	2019
Michael F. Luth	2019
Steele McCurdy	2019
Robert Johnson	2019

\*Resigned  
\*\* Deceased

**COMMUNITY PRESERVATION COMMITTEE**

Daniel Emerson (Housing Auth.)	2019
Robert DeGroot (Historical)	2019
Bruce Easom (Conservation)	2019
Carolyn Perkins (Planning)	2019
Timothy Siok (Parks)	2019
Michael Roberts (BOS)	2021
Richard Hewitt (BOS)	2021

**COMPLETE STREETS COMMITTEE**

George Barringer	2019
Ellen Baxendale	2019
Michelle Collette	2019
Peter Cunningham	2019
R. Thomas Delaney Jr.	2019
Stephen Legge	2019
John Llodra	2019
Kristen Von Campe	2019

**CONSERVATION COMMISSION**

Peter A. Morrison	2019
Larry Hurley	2019
Bruce H. Easom	2020
Olin Lathrop	2020
Marshall E. Giguere	2021
Jon Smigelski	2021
Eileen McHugh	2021

**COUNCIL ON AGING**

Norma Garvin	2019
Jean Sheedy	2019
Helen Sienkiewicz	2019
Gail Chalmers	2020
Peter Cunningham	2020
Ellen Baxendale	2020
Sheila Nash	2021
Paul Martin	2021
Richard Marton	2021

**ECONOMIC DEVELOPMENT COMMITTEE**

Russell Burke	2019
Chris Furcolo	2019
Alison Manugian	2019
Michael Rasmussen	2019
John Sopka	2019

**FINANCE COMMITTEE**

David Manugian	2019
Art Prest	2019
Scott Whitefield	2020
Lorraine Leonard	2020
Gary Green	2021
Colby Doody	2021
Norman "Bud" Robertson	2021

**HOUSING PARTNERSHIP**

Michelle Collette	2019
Peter S. Cunningham	2019
Carolyn A. Perkins	2019
2 Vacancies	

**INVASIVE SPECIES COMMITTEE**

Brian Bettencourt	2019
Adam Burnett	2019
Richard Hewitt	2019
Olin Lathrop	2019
Greta Marks-Strouble	2019

**LOCAL CULTURAL COUNCIL**

David Zeiler	2020
Christine Brooks	2021
Ray Ciemny	2021
Jenny Cooper	2021
Karen Riggert	2021
John Wiesner	2021
Gretchen Hummon	2024

**LOWELL REGIONAL TRANSIT AUTHORITY**

George Rider	2019
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**MBTA ADVISORY BOARD**

Barry A. Pease	2019
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**MONTACHUSETT JOINT TRANSPORTATION COMMITTEE**

Russell Burke (PB)	2019
Joshua A. Degen	2019

**MONTACHUSETT REGIONAL PLANNING COMMITTEE**

Joshua A. Degen	2019
Mark W. Haddad	2019

\*Resigned

\*\* Deceased

**NASHOBA VALLEY REGIONAL  
TECHNICAL SCHOOL COMMITTEE**

Robert Flynn	2021
Patricia Madigan	2021

**PERSONNEL BOARD**

Norman "Bud" Robertson	2019
Mary Livingston	2021
1 Vacancy	

**SARGISSON BEACH COMMITTEE**

Cheney Harper	2019
Andrew Davis	2019
Peter Morrison (Cons Com Rep)	2019
Joshua Degen	2020
John Giger	2021
Lynda Moore	2021

**SCHOLARSHIP COMMITTEE**

Brian LeBlanc	2019
Robinson C. Moore	2020
Kate Dennison	2020
Barbara P. Ritz	2020
Alberta Erickson	2021
Jeannie Erickson	2021

**SUSTAINABILITY COMMISSION**

Carl Canner	2019
Bruce Easom	2019
Carl Flowers	2019
Alison Peterson	2019
4 Vacancies	

**ZONING BOARD OF APPEALS**

Jay Prager	2019
Bruce Easom	2019
Cynthia A. Maxwell	2020
Stuart Schulman	2020
Mark E. Mulligan	2021
Daniel McLaughlin (Alternate)	2018
Jenepher Spencer (Alternate)	2018
2 Vacancies (Alternate)	

**BOARDS, COMMITTEES &  
COMMISSIONS APPOINTED  
BY THE TOWN MANAGER****AGRICULTURAL COMMISSION**

Sally Smith	2019
George Moore	2019
John Smigelski	2020
Jessica MacGregor	2021
1 Vacancy	

**BOARD OF SURVEY**

Edward Cataldo – Bldg. Insp.	2019
Steele McCurdy – Fire Chief	2019
Evan C. Owen	2019

**CABLE ADVISORY COMMITTEE**

Neil Colicchio	2019
Eric Fisher	2019
John Macleod	2019
David Melpignano	2019
Robert Piche	2019
Janet Sheffield	2019

**COMMISSION ON ACCESSIBILITY**

Ellen Baxendale	2019
Robert Fleischer	2019
Mark Shack	2019
Alan Taylor	2019
Anna Vega	2019
William Baron (Alternate)	2019
Carol Ann Sutton (Alternate)	2019

**COMMUNITY EMERGENCY  
RESPONSE COORDINATOR**

R. Thomas Delaney, Jr.	2019
Steele McCurdy	2019
Michael F. Luth	2019
William Shute	2019

**CONDUCTORLAB COMMITTEE**

Michelle Collette	2019
Mark Deuger	2019
Robert Hanninen	2019
Susan Horowitz	2019
Stuart M. Schulman	2019

\*Resigned

\*\* Deceased



**EARTH REMOVAL STORMWATER  
ADVISORY COMMITTEE**

Ray Capes	2019
R. Thomas Delaney, Jr.	2019
Robert Hanninen	2019
Edward A. Perkins	2019
Eileen McHugh	2019

**EMERGENCY MANAGEMENT**

Pat Arel	2019
Stephen Byrne	2019
Peter Cunningham	2019
Francis Cusak	2019
Daniel Daigneault	2019
R. Thomas Delaney, Jr.	2019
Edward Doucette	2019
Heather Emslie	2019
Carl Flowers	2019
Norma Garvin	2019
Mark Haddad	2019
Penny Hommeyer	2019
Susan Horowitz	2019
Holly Jarek	2019
Leroy Johnson	2019
Robert Johnson	2019
Kevin Kelly	2019
Stephen Legge	2019
Catherine Lincoln	2019
Michael F. Luth	2019
Frank Mastrangelo	2019
Mark Miller	2019
George Moore	2019
Stephen Moulton	2019
Steele McCurdy	2019
Alvin Neff	2019
Kathy Newell	2019
Thomas Orcutt	2019
Christine Packard	2019
Benjamin Podsiadlo	2019
Kathy Puff	2019
Karen Reif	2019
Connie Sartini	2019
Kathy Shelp	2019
William Shute	2019
Bill VanSchwalkwyk	2019

**GREAT POND ADVISORY COMMITTEE**

Francoise D. Forbes	2019
Marshall Giguere	2019
Susan H. Horowitz	2019
James Luening	2019
Art Prest	2019
George Wheatley	2019
Alexander Woodle	2018
2 Vacancies	

**GREENWAY COMMITTEE**

Adam Burnett	2019
Carol Coutrier	2019
Carole Greenfield	2019
David Pitkin	2019
Marina Khabituyeva	2019

**HISTORICAL COMMISSION**

George Wheatley	2019
Robert G. DeGroot	2019
Michael Danti	2019
Paul Keen	2020
Allen King	2020
Michael LaTerz, II	2021
1 Vacancy	

**HISTORIC DISTRICTS COMMISSION**

Greg Premru	2019
Maureen C. Giattino	2020
George Wheatley	2020
Elena Beleno Carney	2020
Peter Benedict	2021
Elaine Chamberlain	2021
Laura R. Moore	2021

**INSURANCE ADVISORY COMMITTEE**

Michelle Collette	2019
George Brackett	2019
Gordon Candow	2019
Kathy Shelp	2019
Barbara Cronin	2019
Melisa Doig	2019
Derrick Gemos	2019
Warren Gibson	2019
Hannah Moller	2019
Paul McBrearty	2019
Ann F. Walsh	2019

\*Resigned

\*\* Deceased

**LOCAL EMERGENCY PLANNING  
COMMITTEE**

Bob Colman	2019
R. Thomas Delaney, Jr.	2019
Carl Flowers	2019
Susan Horowitz	2019
Holly Jarek	2019
Kevin Kelly	2019
Leroy Johnson	2019
Michael F. Luth	2019
Steele McCurdy	2019
George Moore	2019
Thomas Orcutt	2019
Kathy Puff	2019
Kathy Shelp	2019
William Shute	2019

**OLD BURYING GROUND COMMISSION**

Amanda Gavazzi	2019
Eleanor Gavazzi	2019
3 Vacancies	

**RECYCLING COMMITTEE**

Michael D. Brady	2019
Tessa David	2019
R. Thomas Delaney, Jr.	2019
Diana Keaney	2019
Jamie E. King	2019

**REGIONAL EMERGENCY PLANNING  
COMMITTEE**

Michael F. Luth	2019
Steele McCurdy	2019
William Shute	2019

**SENIOR CENTER BUILDING  
COMMITTEE**

John Amaral	2019
Michelle Collette	2019
Peter Cunningham	2019
George Faircloth	2019
Gary Green	2019
Mihran Keoseian	2019
Annika Nilsson-Ripps	2019

**SIGN COMMITTEE**

Joshua A. Degen	2019
Mark W. Haddad	2019
Carolyn Perkins	2019

**TOWN FOREST COMMITTEE**

John Sheedy	2019
Stephen L. Babin	2020
Carter Branigan	2021

**TRAILS COMMITTEE**

Kevin Barrett	2019
Jonna Branigan	2019
Paul G. Funch	2019
Olin Lathrop	2019
Stephen A. Legge	2019
Ryan McMeniman	2019
Wanfang Murray	2019
Kiirja Paananen	2019
James Peregoy	2019
Jason Remillard	2019
Robert Ordemann	2019

**WEED HARVESTER COMMITTEE**

John Crowell	2019
Gerrett Durling	2019
Erich Garger	2019
Bradley D. Harper	2019
James Luening	2019
William Strickland	2019
1 Vacancy	

**WILLIAMS BARN COMMITTEE**

Bruce Easom	2019
Robert Kniffen	2019
Kathy Stone	2019
Joseph Twomey	2019
Sandra Tobies	2019
Alfred L. Wyatt	2019
Leo R. Wyatt	2019
2 Vacancies	

\*Resigned  
\*\* Deceased

# **GROTON'S ELECTED OFFICIALS**



## **Select Board**

## **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**

## **SELECT BOARD**

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

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



Photo by Karen Riggert

2018 was a year of change for Groton, a year that brought new beginnings, and challenged us with saddening losses. Most importantly, together we made several decisions with renewed this town's commitment to serving the diverse and growing needs of our entire community.

Our thoughts go out to all those who lost loved ones in 2018. I'm always humbled to witness the bounty of support, compassion and assistance freely offered in times of tragedy and need. Such events remind us all that Groton is a strong community of excellent neighbors.

While Groton always has plenty 'going-on', a few 2018 events deserve special mention:

- The (new) Groton Inn opened in May 2018 and its companion restaurant, Forge and Vine, opened in November. Together, these beautiful facilities embolden Groton's reputation, restore a critical facet of downtown Groton's classic ambiance, and build on the destination-town reputation which began with Gibbet Hill. In a continuation of this great theme, we expect the Groton Station House to open this year, further enhancing Groton's regional strength within the hospitality industry.
- The multi-year project for sewer expansion within the Four Corners village area saw its first success with Steward Hospital and a new home for Dunkin' Donuts. This project's success is an excellent example of a private-public partnership. Groton can look forward to more commercial and housing success in this area.
- The beautiful NESSP Temple opened and its members have become a valuable community resource for our town, joining the incredible non-profit organizations which contribute time, money, and resources. Groton is grateful for the generosity of our non-profit neighbors and the community service they champion.

- The first phase of the sidewalk expansion from the Groton School to Town Center is completed, providing safer pedestrian access for our citizenry. Special thanks are due to the Groton School for their generosity.
- The new Senior Center building is currently under construction and expected to open in 2nd-half 2019.

Groton continues to be well managed, and is currently operating within the levy limit. However, there are many upcoming fiscal challenges related to ongoing operational costs and capital needs. The most important items that Groton will need to consider in the near future are a school building replacement for Florence Roche, a new Public Works building, Public Safety needs, a new Library roof, determining and funding a desirable level of town services, and the ongoing education of our children. It's important to recognize that you, the citizens of Groton, fund the bulk of our town's (and our portion of the Groton-Dunstable Regional School District) budget through your property taxes. Please understand that there is a finite amount of resources and the current allowable 2.5% levy limit growth may not be sufficient. The Town Manager, Finance Team, Select Board, School Committee, Planning Board and Finance Committee (in addition to all of our volunteers, both elected and appointed) make difficult choices and provide recommendations; it's up to you to educate yourselves, attend Board & Committee meetings, attend Town Meeting, and vote at the ballot(s).


Our government and the Groton Electric Light department are staffed with excellent and dedicated employees. We are very lucky to have each and every one of them providing us top notch service. Quoting my colleague Mr. Degen, "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."

Please remember one thing during these divisive (often polarizing) times: Groton is your home. That binds each of you into a community that thrives within those joyful values sacred to our wooded community. Get to know each-other. Recognize and seek out the diversity amongst you. My hope is that you will realize that these differences don't divide us; instead they provide skills, ideas, talents, and resources that make us a stronger community.

The world is changing, and Groton is evolving. My recommendation is to embrace the upcoming changes so that you can work together to mold them to your benefit and ease their impact. Find those change agents, and encourage these leaders who understand how to blend the past, present, and future into a comfortable pace of change.

Welcome to 2019. May it bring us all happiness and success.

Sincerely,



Barry A. Pease  
Chairman, Groton Select Board

## **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](mailto:assessors@townofgroton.org)

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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 FY2019. 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](mailto: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 FY2019 is \$18.11 per \$1000 of value.**

Vision Government Solutions, Inc. (VGSI), as contracted by the BOA, is continuing with the complete measure and list of the entire town. This measure and list of the entire town started in the fall of 2017 and continued through all of 2018. Approx. 60% of the town of Groton has been inspected by VGSI. Every parcel with a structure will be measured and the PRC updated for accuracy. Our projected completion date is the spring of 2020. 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.

Respectfully submitted,

Garrett Boles

Jenifer Evans

Donald R. Black

Office of the Assessors' Staff

Jonathan Greeno, Principal Assessor

Megan Foster, Assistant Assessor



## **BOARD OF ASSESSORS**

MassDOR - Massachusetts Department of Revenue				
Division of Local Services				
LA4 Comparison Report for FY 2019				
Groton - 115				
<u>Property Type</u>	<u>Description</u>	<u>FY 2018 Mix Use Parcel Count</u>	<u>FY 2018 Parcel Count</u>	<u>FY 2018 Assessed Value</u>
101	Single Family		3,197	1,370,311,350
102	Condominiums		258	62,638,900
MISC 103,109	Miscellaneous Residential		32	12,007,700
104	Two - Family		135	51,200,700
105	Three - Family		12	4,958,500
111-125	Apartment		11	10,496,900
130-32,106	Vacant / Accessory Land		532	35,094,600
200-231	Open Space		0	0
300-393	Commercial		86	51,609,400
400-442	Industrial		15	13,449,700
450-452	Industrial Power Plant		0	0
CH 61 LAND	Forest	6	16	33,960
CH 61A LAND	Agriculture	1	25	687,920
CH 61B LAND	Recreational	0	6	354,390
012-043	Multi-use - Residential		35	22,945,644
012-043	Multi-use - Open Space		0	0
012-043	Multi-use - Commercial		0	9,770,309
012-043	Multi-use - Industrial		0	547,200
501	Individuals / Partnerships / Associations / Trusts / LLC		33	1,559,570
502	Corporations		26	2,771,160
503	Manufacturing		1	60,030
504	Public Utilities		3	9,070,260
505	Centrally Valued Telephone		2	7,465,800
506	Centrally Valued Pipelines		0	0
508	Wireless Telephone		4	1,099,810
550-552	Electric Generating Plant		0	0
EXEMPT VALUE	Exempt Property		568	413,030,247
Total Class 1	TOTAL RESIDENTIAL		4,212	1,569,654,294
Total Class 2	TOTAL OPEN SPACE		0	0
Total Class 3	TOTAL COMMERCIAL		140	62,455,979
Total Class 4	TOTAL INDUSTRIAL		15	13,996,900
Total Class 5	TOTAL PERSONAL PROPERTY		69	22,026,630
Total Taxable	TOTAL REAL & PERSONAL		4,436	1,668,133,803

## **BOARD OF HEALTH**

Sammie Kul, Interdepartmental Assistant

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

Meetings: 1<sup>st</sup> and 3<sup>rd</sup> Mondays of the Month

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

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

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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 2018, the Board of Health reviewed/granted the following permits:

- Subsurface sewage disposal system
  - New permits: 22
  - Upgrade permits: 16
  - Variances: 10
- Well
  - Permits 7
  - Variances 4
- Tobacco control permits 10
- Trash hauler permits 5
- Stable licenses 20

The Board investigated multiple complaints during the year and are continuing to gather data for emerging issues such as "float tanks" and farming impacts to the community. 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 2018.

The Board of Health would like to thank Nashoba Associated Boards of Health Director, James Garreffo, 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 challenging. 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 Boards 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](http://www.nashoba.org)

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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](http://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 2018 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 143 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**

**48**

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**

**30**

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**

**8**

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**

**41**

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**

**147**

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**

**45**

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**

**73**

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)**

**29**

**Septic System Permit Applications (upgrades)**

**32**

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

**Septic System Inspections**

**70**

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**

**29**

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

**Well Permits**

**10**

**Water Quality/Well Consultations**

**16**

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**

**7**

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**

**3529**

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**

**431**

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

### **Rehabilitative Therapy Visit**

**1101**

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**

**21**

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

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

**36**

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 7 public clinics/programs in your community; those clinics offered your citizens: blood pressure screening, flu shots and an opportunity to consult with the nurse to address questions.
- Our staff conducted 9 health promotion/well-being visits in your communities.
- We administered 163 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	195
Confirmed	166

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

- Anaplasmosis 9
- Cryptosporidiosis 2
- Group B Strep 1
- Hepatitis C 1
- Influenza 148
- Norovirus 2
- Salmonella 2
- Varicella 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	301
Students Participating	191
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	10
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## **COMMISSIONERS OF TRUST FUNDS**

Karen Tuomi, Executive Director

Meetings by Appointment

(978) 877-6787

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

TRUST FUND	7/1/17 Balance	6/30/18 Balance	Fiscal Year Disbursements
BARR EYE	\$4,437	\$4,555	\$0
MARIA BELITSKY SCHOLARSHIP	\$21,389	\$20,142	\$1,500
PETER BERTOZZI SCHOLARSHIP	\$176,700	\$168,619	\$5,701
BLOOD CEMETERY	\$5,987	\$6,101	\$0
BUTLER SCHOOL REUNION	\$18,883	\$15,189	\$4,163
CHAMPNEY CEMETERY	\$3,827	\$3,907	\$0
DALRYMPLE EYE	\$37,777	\$37,336	\$279
GANSER/VAN HOOGEN	\$92,902	\$86,754	\$2,000
GREEN CHARITY	\$1,026,190	\$1,033,119	\$5,856
GROTON COMMONS	\$15,565	\$16,002	\$0
LAWRENCE LIBRARY	\$68,988	\$71,035	\$0
LECTURE	\$5,368,791	\$5,453,276	\$79,318
LIBRARY BOOK	\$227,767	\$233,468	\$0
JOHN ROBBINS LIBRARY	\$3,786,346	\$3,747,260	\$145,615
JOHN ROBBINS SCHOLARSHIP	\$23,411	\$24,100	\$0
ROBERTSON/ONNERS	\$51,931	\$47,184	\$2,584
MARY SAWYER	\$6,887	\$7,095	\$0
SHEPLEY CHARITY	\$669,142	\$675,960	\$3,179
SHEPLEY FOUNTAIN	\$6,462	\$6,511	\$100
SPAULDING	\$1,470	\$1,512	\$0
PETER TWOMEY SCHOLARSHIP	\$42,951	\$40,270	\$1,000
WATERS VOCATIONAL EDUCATION	\$6,806,210	\$6,860,053	\$150,545
<b>TOTAL</b>	<b>\$18,464,013</b>	<b>\$18,559,448</b>	<b>\$401,840</b>

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 \$18,559,448 consists of \$15,120,821 which is Non-Expendable and \$3,438,627 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 to promote an interest in horticulture and environmental studies. The 2018 recipient of the Maria Belitsky Scholarship was Sam Enke.

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

The Peter E. 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 2018 recipients of the Peter E. Bertozzi Scholarship were Sam Battles and Kira McKinley.

### **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, 80 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 14 families and 34 children who received aid in December, the Fund continues to provide school supplies, sports and camp programs and after school activities year-round.

### **John Robbins Library Trust Fund**

In keeping with the desire to utilize this Fund for the general purposes of the Groton Public Library, an annual award was made for the purchase of books and materials along with an additional award to be used toward the space re-design.

### **Peter Robertson-Jodie Onners Trust Fund**

Four students at the Groton-Dunstable Regional Middle School were awarded scholarships to attend the 8th Grade trip to Washington, DC.

### **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 2018 recipients of this award were Tristan Naboicheck and Aleigha Hiberg .

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

Thirteen students received scholarships of \$5500 toward their first year at a vocational education institution, five applicants were granted an award of \$4500 toward their second year and one adult was granted an award.

Respectfully submitted,

Martha McLure, 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 2<sup>nd</sup> Monday 7:30pm

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

[commission@grotonelectric.org](mailto:commission@grotonelectric.org) [www.grotonelectric.org](http://www.grotonelectric.org)

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The Groton Electric Light Department turned one hundred and nine years old and our mission is clear – to provide our customers reliable power and excellent customer service at affordable prices.

Excellent customer service and reliable power are our priorities. It is our pledge to put GELD customers first – from our Board of Commissioners, to the Manager, and to each hardworking employee. Our mission is clear!

Below is a summary of our 2018 operations. Our complete report, including audited financial statements, will be available for the annual spring Town Meeting.

### **Operations**

GELD's major capital expenditures for 2018 included many projects at the substation on Lowell Road including a new pole yard and storage facility behind the substation, new fencing, and new infrastructure to support battery storage and/or a generator. We also purchased a cab/chassis for our next digger truck being built in 2019. We continue to trim trees aggressively and we replaced 219 old poles in 2018. Maintaining our equipment is important to ensuring long-term stability and reliability for our customers.

### **Power Supply**

GELD again faced increased power and fuel costs in the winter months caused by weather and natural gas supply constraints. GELD was able to cover the higher energy costs with a \$130,000 withdrawal from our reserves and a Power Cost Adjustment in the colder months. The management team closely monitors the power markets to ensure the best hedging strategy possible. The Berkshire Wind Power Project had its seventh full year of operation producing power at 35.8% of its capacity. GELD's 2.3 megawatt solar farm located on the closed town landfill is producing approximately 25% of GELD's power needs during certain hours in the spring and fall, and operated at a capacity of 16.9% for 2018. The wind project in Hancock, Maine produced power at 31.34% of capacity in its second full year of operation. Investing in Wind, Solar and other renewable energy projects help in many ways - to lower our carbon footprint; to diversify GELD's power supply portfolio; and to reduce our reliance on fossil fuels.

### **Rates**

KWh sales were up 4.08% in 2018. We had an approximate 4% increase in rates effective on the June 30, 2018 bill. A Power Cost Adjustment was added as a line item on the bills in January, February, March and December 2018 as a way for Groton Electric to recoup the increased generation costs associated with higher fuel and power costs in the winter months. 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 on December 1. We ended 2018 with the tenth 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 86.2% & 104.2% higher than Groton Electric respectively.

Thank you to the Groton ratepayers for their gratitude and support of Groton's locally owned and operated Light Department; and, thank you to GELD employees for their commitment and hard work!

Respectfully submitted,

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

Rodney R. Hersh, Chairman  
Bruce H. Easom, 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 ~ 1<sup>st</sup> & 3<sup>rd</sup> Wednesday of the month at 7:00pm  
Groton-Dunstable Regional High School Library

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### **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. Below is a short executive summary of key initiatives, changes, and news in 2018. To learn more about each item, you can access more detailed narrative in the remainder of the report.

### **Celebrations**

- Both Swallow Union and Florence-Roche Elementary School were highlighted as "Schools of Recognition" in the state of Massachusetts for "exceeding accountability targets," from 2017-2018. This distinction was given to only 52 out of 1800 schools in the Commonwealth. To learn more about this distinction and areas where we invested to increase the outcomes of our elementary students, see Section 1: Curriculum and Instruction.
- On December 12th the Groton-Dunstable Regional School district was voted into the feasibility phase of the MSBA project to rebuild/renovation of Florence Roche. For more information about this project, see Section 2: Business and Finance.
- In 2018, we implemented some changes that resulted in significant cost savings of \$403,850. More details about how these savings were offset by unexpected costs, see Section 2: Business and Finance.
  - Custodial services outsourced. Net savings from salaries: \$34,354
  - Custodial services outsourced. Net savings from benefits: \$250,252
  - Central office relocated. Net savings: \$50,000
  - Transportation routes modified. Net savings: \$69,244
- The GDRSD Capital Plan 2017-2026 and GDRSD Strategic Technology Plan FY17-21 is on schedule. Major accomplishments in 2018 include the purchase of a district dump truck, two (2) transportation vans for our PAVE and athletics/clubs, a complete phone and network infrastructure replacement, HVAC updates at Swallow Union, and a complete renovation of the high school weight room. For more specific information about these projects, see Section 2: Business and Finance and Section 4: Technology.
- Out of 131 total schools nationally, the Groton-Dunstable Regional High School was recognized as a Unified Champion School by the Special Olympics. To learn more about this distinction, see Section 3: Special Education.
- Our high school girls volleyball team was crowned as State Champions in the fall. This is the sixth state championship in school history! Learn more in Section 7: High School.

### **Curriculum, Instruction, and Assessment**

#### **Submitted by Dr. Katie Novak, Assistant Superintendent**

### **2018 Highlights**

- Two (2) elementary schools were highlighted as "Schools of Recognition" in the state of Massachusetts for "exceeding accountability targets," from 2017-2018 due to significant changes in curriculum, professional development, and student intervention.

- We still have much work to do to challenge and support all students in rich, inclusive experiences especially in our middle school where we met only 40% of accountability targets and only 18% of accountability targets when focused on our high needs students which highlights significant gaps and the need for more inclusive practices as well as tiered intervention.
- “Groton-Dunstable University” offered eight (8) graduate level courses to teachers within the district, increasing high quality professional development. Eight of our employees were approved as adjunct instructors through Fitchburg State University and Gordon College.

### **Data Analysis**

When examining the spring 2018 data overview, although our two (2) elementary schools were highlighted as “Schools of Recognition” in the state of Massachusetts for “exceeding accountability targets,” from 2017-2018, we still have much work to do to challenge and support all students in rich, inclusive experiences especially in our middle school where we met only 40% of accountability targets and only 18% of accountability targets when focused on our high needs students which highlights significant gaps and the need for more inclusive practices as well as tiered intervention.

Also, in the spring of 2019, the legacy MCAS in grade 10 will transition to the next-generation MCAS and given the documented gaps of our current freshmen (when examining their grade 8 achievement), we need to be proactive about improving inclusive practices at the high school. The significant gaps, outlined clearly in our 2018 data presentation and our accountability data, suggest that we must ensure that the systemic changes we implemented at the elementary schools, including the What I Need (WIN) block for intervention and enrichment, monthly data meetings, and additional time in the schedule for data-meetings and professional development are incorporated in the middle school and high school.

We are committed to offering a high quality professional development program to all staff. In addition to district half-days and full professional development, we have increased our graduate offerings. To offer courses for graduate credit, staff work to design a syllabus that meets rigorous college standards. Instructors are then vetted and approved to provide the courses to colleagues. This eliminates the need for staff to take pricey courses off campus and it allows us to increase teacher capacity with expertise in the district. 2018 courses included:

- SEI Endorsement Full Teacher Course: Cheney Harper
- Learning from Injustice: Tammie Reynolds
- Understanding Middle School Social Hierarchies: Ann Russo
- UDL Implementation in PK-2 Classrooms: Laura Taylor
- UDL Design Lab: Dr. Katie Novak and Thea Durling
- School Adjustment Counseling I and II: John Palumbo
- Digital Teaching and Learning through a UDL Lens: Thea Durling and Julie Spang
- Teaching K-12 Mathematics in the 21st Century: Karen Gartland

To increase collective teacher efficacy, we will continue to provide teachers with robust, ongoing, professional development and time for collaboration. In a review of literature, Yoon et al. (2007) identified nine studies of PD using experimental designs and found that the effective PD models examined in these studies offered an average of 49 hours of development per year, with an associated average boost in student achievement of 21 percentile points. Given that each of these courses is 67.5 hours of PD, we are thrilled to be able to offer so many of them.

### **Business Department**

**Submitted by Michael Knight, Director of Business and Finance**

### **2018 Highlights**

- The FY18 budget cycle ended favorably
- In 2018, we implemented some changes that resulted in significant cost savings of \$403,850.
- There were some significant unexpected expenses impacting future budgets including increased out of district tuitions (\$259,637), Charter School Assessment (\$155,674), in district colocated programming (\$115,000), and Middlesex retirement assessment (\$108,754).
- The Florence-Roche feasibility study is under way.
- Worked Collaboratively with town manager in Groton and Town administrator in Dunstable to produce a FY19 budget
- Major capital and grounds improvements

The FY18 budget year ended favorably for the district finishing under budget and allowing us to continue to replenish E&D back towards a healthy level of nearly 4% of our operating budget. The member towns voted to reserve \$750,000 of our E&D to fund the feasibility study for the Florence-Roche building project. This will temporarily reduce the E&D balance below the goal amounts as defined by the school committee, however this will be reimbursed by the MSBA at an estimated rate of 48.27%. After reimbursement and with current projections for FY19 looking to end favorably as well we anticipate that we will return to goal level of E&D.

In FY18 the school district focused intently on the recommendations of our external operational reviews. The reviews called for our district to examine the privatization of custodial services, transportation efficiency, and the utilization of our school buildings most effectively. The district was able to realize a net savings of 403,850 through the privatization of our custodial services, increasing transportation efficiency reducing our operating buses by 3, and moving out of the Prescott School and relocating our central office to the portables at the Middle School South Building.

On December 12th the Groton-Dunstable Regional School district was voted into the feasibility phase of the MSBA project to rebuild/renovation of Florence-Roche. As noted in the executive summary, we will be working with consultants throughout 2019 to examine all school facilities, conditions of buildings, grade configurations, educational vision, and design of school buildings. This will lead us to the initial proposal for a renovation or rebuild and provide construction cost estimates. To date the school district has issued the request for services of an owner's project manager and had significant interest with over 16 firms attending the initial meeting and walk through.

The district continued to work with the town manager and town administrator from our member towns to produce an FY19 budget that allowed the district to meet our budget guidance and continue to fund our capital needs. Although it is quite early into the budget year initial projects do not show any shortcomings in the budget. We look forward to continued collaboration and leadership and elected officials of both towns to continue to work to create budgets that will support the district educational goals and provide the best possible education for all students.

The continued support of both member towns have allowed the district to continue to fund our capital plan and improve all school facilities. The district completed a number of important projects this year including

- Replaced the antiquated oil fired heating system in the Union Building with a more efficient natural gas system and removed the buried oil tanks that supplied the old system
- Refinished the original 15 year old tennis courts at the high school fixing cracks and other surface damage
- Replaced a 14 year old dump truck used by the district for plowing and other field projects
- Replaced the phone and internet infrastructure districtwide



## **Pupil Personnel Services**

**Submitted by Jill Greene, Director of Pupil Personnel Services**

### **2018 Highlights**

- We restructured Boutwell by changing the schedule so we can provide more consistent programming for all students as they attend four days a week.
- Addition of a classroom at Florence-Roche with more specialized instruction for students who need additional academic, social emotional, and behavioral support.
- Out of 131 total schools nationally, the Groton-Dunstable Regional High School was recognized as a Unified Champion School by the Special Olympics.

The Groton-Dunstable Regional School District provides a constellation of support services for students throughout the district. 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. This year, we increased our continuum of services at the elementary schools and continue to support all students PK-12 with multi-tiered supports academically, behaviorally, and social emotionally.

This year, our high school became Special Olympics Unified Champion School demonstrating commitment to inclusion by meeting 10 standards of excellence and we received the national banner recognition. A Special Olympics Unified Champion School has an inclusive school climate and exudes a sense of collaboration, engagement and respect for all members of the student body and staff. Our special education staff has been instrumental in supporting school and community based inclusion for our students.

## **Technology Department**

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

### **2018 Highlights**

- District completely revamped phone system - replaced the former outdated and obsolete landline system with a cloud-based solution
- Completed infrastructure upgrades in all school buildings including replacement of aging Internet switches, wireless access points updated to the 802.11ac standard
- We unveiled a new K-5 Technology Innovation class. Students at both elementary schools and during a fifth grade quarter class will be engaged in lessons aligning to the new Massachusetts Digital Literacy and Computer Science (DLCS) standards.

Over the summer, in conjunction with the central office move from Prescott School to the Middle School South building, a complete revamp of telephones occurred. This new system replaced the former outdated and obsolete landline system with a cloud-based solution. This new Voice Over-IP (VoIP) telephone system offers brand new telephone headsets that connect on a reliable communications server housed at each school. All schools and the Peter Twomey Youth Center have received this upgrade. An important component for this phone system was the overhaul of the wired and wireless networking at each school. Not only does the new phone system rely on our network, but the over 2,500 computers, tablets and Internet connected devices do as well.

In addition to completing the Groton-Dunstable Regional High School upgrades this past year (which began in 2017), the remaining school buildings were upgraded this summer with similar upgrades. In general terms, the infrastructure upgrades included replacement of aging Internet switches, wireless access points updated to the 802.11ac standard and the fiber optic cables that run between data closets. Below is a summary of some of the highlights that took place at each school.

At Boutwell Early Childhood Center, wireless access points were replaced along with the installation of new Cat 6e Ethernet cables across the building. The upgrades to wiring allows printers, desktop computers and the new telephone system to connect optimally to the available Internet.

At Florence Roche Elementary School, which was funded in part by the Schools and Libraries Program of the Universal Service Fund, known as the Federal E-Rate program, two data closets were connected with 10GB fiber cables, replacing the existing 1GB fiber cables. The fiber cabling now connects to HP/Aruba chassis switches, which further connects to the wireless access points, printers, desktop computers and the new telephone system. With the Internet connection coming in from Verizon at the Middle School South building, we also ran a 10GB fiber cable from the data closet in Middle School South to a Florence Roche Elementary data closet.

At the Swallow Union Elementary School, which was funded in part by a substantial, competitive grant from the Commonwealth of Massachusetts, specifically the Executive Office of Technology Services & Security, the data closet received new HP/Aruba chassis switches, which connects to the wireless access points, printers, desktop computers and the new telephone system.

At both school buildings which make up the Groton-Dunstable Regional Middle School, a major overhaul took place, funded in large part by a substantial, competitive grant from the Commonwealth of Massachusetts, specifically the Executive Office of Technology Services & Security.

In the Middle School South building, two data closets were connected with 10GB fiber cables, replacing the existing 1GB fiber cables. The fiber cabling now connects to HP/Aruba chassis switches, which further connects to the wireless access points, printers, desktop computers and the new telephone system. Not an issue at the Middle School North, but aging Cat 5 cabling in educational and office spaces in the South was replaced by new Cat 6e Ethernet cables.

In the Middle School North building, two data closets were connected with 10GB fiber cables, replacing the existing 1GB fiber cables. The fiber cabling now connects to HP/Aruba chassis switches, which further connects to the wireless access points, printers, desktop computers and the new telephone system. With the Internet connection coming in from Verizon at the Middle School South building, we also ran a 10GB fiber cable from the data closet in Middle School South to the Middle School North data closet.

In addition to networking and infrastructure upgrades, the continued placement of classroom Epson projectors took place across the district. There are roughly 25 locations in need of an update that remain, mostly at the high school, which will be completed in the summer of 2019.

Two remaining computer labs, one at the high school and the other at Middle School North were replaced as well as the continued replacement of teacher laptops on an as needed basis took place.

Last, but not least, we unveiled a new K-5 Technology Innovation class. Students at both elementary schools and during a fifth grade quarter class will be engaged in lessons aligning to the new Massachusetts Digital Literacy and Computer Science (DLCS) standards.

## **Human Resources**

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

### **2018 Highlights**

- 2018 saw a lot of changes in our admin team with nine (9) new hires!
- We upgraded to a new absence management system

New administrative hires in 2018 included High School Assistant Principal, Thomas Wright; Middle School Principal, Kathleen McCollum; Middle School Assistant Principal, Christopher Fleming;

Florence Roche Elementary School Principal, Brian O'Donoghue; Florence Roche Elementary School Assistant Principal, Alison Sancinito; Early Childhood Coordinator, Christine Conway; High School Special Education Team Chair, Vanessa Black; and Elementary Special Education Team Chair, Kathleen Ryan. In addition to new members of the administrative team, we welcomed 18 Unit A staff members, 4 paraeducators, 2 cafeteria staff, 3 administrative assistants and a District BCBA.

The department has also implemented a new online absence management system with the goal of increasing the fulfillment rate for absent teachers and paraprofessionals.

### **Extended Day and Community Services**

**Submitted by Ms. Stasia Twomey, Director**

#### **2018 Highlights**

- Began a partnership with Indian Hill Music to offer string instrument instruction in grades 3-8
- Continue to collaborate with Groton Senior Center
- Updated heating system and playground area

The Extended Day Program continues to see an increase in registrations with over 300 students attending all of the program sites this year. This growth has necessitated the after-school program to expand to an additional location in order to eliminate the waiting list and provide care for all families in need. The Extended Day Program also offered a Summer Camp during the month of August.

Community Education continues to offer residents in our area fun and informative adult classes ranging from pilates to ballroom dance and a variety of hands on courses. At Swallow Union, Community Education was very proud to sponsor 4th grade students in Once Upon a Mattress. More than twenty 4th grade students rehearsed several times a week to bring this play to family, friends and the community. Community Education is thrilled to announce our new partnership with Indian Hill Music, launching after-school string instrument programs for students in grade 3 through 8. This year we have also worked closely with the Groton Senior Center offering free pickle ball and walking programs for seniors and our community throughout the week. In addition to these new partnerships, we continue to offer several new classes for middle school and elementary students including Tennis, Minecraft and before school Games and Robotics! These along with old favorites like flag football and chess club help give our students in grades K through 8 many options for after school and weekend fun.

As we look for a variety of ways to expand our programming, community input is always encouraged and welcomed. Find us on the Groton-Dunstable Community Education Facebook page for updates, course offerings and to share your ideas!

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

**Submitted by Mr. Michael Woodlock, Principal**

#### **2018 Highlights**

- 92% of our Graduating Seniors went on to a post-secondary academic opportunity. 86% of the class of 2018 went to a four year college/university, 6.5% to a two-year college/university, 6% went on to employment, and 1.5% enlisted in our nation's armed services.
- We had 370 Advanced Placement (AP) Tests taken. 85% of the tests taken earned a three or better which is the standard to receive college credit. 23% scored a 5 which is the highest score possible including an amazing 19 of 20 in AP Calculus BC.
- We met our goal of expanding service opportunities for students. We established a Service Learning class which will run again in the spring of 2019. We created and are now expanding bi-annual student trips to work at Camp Sunshine in Casco, Maine. We successfully piloted a student trip to volunteer at Give Kids the World Village in Kissimmee, Florida and have already filled our second trip for November, 2019.

- Extra Curricular opportunities are flourishing at the high school with a large majority of students participating in clubs, activities, the arts, and athletics. In addition to many awards and distinctions in the arts our volleyball team was crowned as State Champions in the fall. This is the sixth state championship in school history.

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. At GDRHS we also recognize that there is much more to our students than positive test scores. 2018 has brought many new and improved opportunities to our students and our students have not missed the chance to capitalize on them.

With our guiding Core values of Respect, Balance, Perseverance and Integrity at the core of our decision making and goal setting we must be cognizant of not only building strong academic minded students but students who are well-rounded and who are developing skills that will serve them well when they leave this building. We have a rich tradition in athletics and the arts which has robustly continued this year. As evidenced by the amazing performances and displays in our annual fine arts festivals and drama productions to impressive numbers of student athletes who work tirelessly to compete at the highest levels we are proud of the character that the hard work and dedication associated with these endeavors instills in our students.

The staff has undertaken a great deal of effort in making GDRHS as inclusive as possible. By committing to a Universal Design for Learning (UDL) the staff has made drastic improvements in and out of the classroom. Collectively, we have and continue to seek out ways we can adjust our practice, schedule, program of studies, and decision making to include and reach all students. Through the collective efforts of all involved we are working to create even more opportunities for the 2019-2020 school year.



Photo by Jeff Demers

## **Groton-Dunstable Regional Middle School Submitted by Ms. Kathi McColumn, Principal**

### **2018 Highlights**

- The entire staff has renewed a focus on writing across the curriculum.
- We are focused on the social emotional needs of our students by creating Positive Behavioral Intervention and Support (PBIS) systems and receiving professional development in Responsive Classroom.

The Groton Dunstable Regional Middle School faculty has been very busy over the first half of the 2018-2019 school year!

**Writing Across the Curriculum:** Teachers in every discipline have worked to implement increased and focused opportunities for writing. Students are learning how to express their understanding, defend their thinking and reflect on their own learning throughout the school day. Teachers, curriculum supervisors and building administrators have met monthly to look at student writing and to define success criteria for writing in each of the curricular areas. We believe, as a faculty, that writing improves communication skills, helps students review and remember recently learned material, helps educators assess student learning, encourages creativity and exploration and finally, is essential for self-understanding.

**Curriculum Exploration and Implementation:** Teachers in grades 5 and 6 are continuing their study and unit implementation of the Lucy Calkins reading program. 5th grade ELA and Social Studies teachers are implementing cross curriculum units of ELA and SS to make both content areas more connected for students. Science teachers in 5th grade are exploring new science programs to be implemented in 2019-20. Science teachers in grades 6-8 are continuing to implement the Stemscopecs curriculum to fully align to the new Massachusetts STE (Science and Technology/Engineering) Framework. In addition, there is a new Project Lead the Way, Gateway program partially funded through a grant by Mass STEM Hub and supported by WPI (Worcester Poly Tech) that introduces Engineering and Technology to students in grades 6-8 and aligns with the STE Frameworks. Teachers in grades 5 through 8 are exploring changes in the Massachusetts History and Social Science Frameworks. Over the next few years, each of these grades will shift to the new State curriculum.

**Inclusive Practices:** Over the course of four half days, the faculty has been and will continue to explore inclusive teaching practices. According to the Every Student Succeeds Act of 2015, a multi-tiered system of supports are imperative. We believe that all students are capable of grade level learning with adequate support. In September, faculty explored strategies for student Self Assessment and Reflection; in December they explored strategies for implementing effective student Discussions; in February the faculty will explore strategies for effectively Scaffolding instruction for all students; and, in May the faculty will explore strategies for using Feedback effectively during teaching and learning.

**Data and Intervention:** Grade level teams of teachers, curriculum supervisors and building administrators have met at least monthly this year to discuss student achievement by focusing on data. Data such as MCAS scores, student writing, i-Ready, and content assessments have been reviewed with the intention to inform teaching and possible needs for intervention. Each grade level team has endeavored to implement 'WIN' What I Need during their FLEX blocks. Students that have needed ELA or Math intervention to support their continued achievement have been able to work in small groups with teachers during this additional teaching time. Students that have not needed this intervention have had the opportunity to expand their learning in areas across the curriculum.

**Special Education:** The Special Education teachers have had, and will continue to have opportunities to work with the ELA and Math Curriculum Supervisors this year to develop their understanding of these curricular areas and effective approaches to supporting student achievement. In the near future, Special Education and General Education teachers will spend time together to improve effectiveness of our Co-Teaching model of instruction. Para educators are attending monthly mini training sessions on a variety of topics, such as working to develop student independence in ELA and Math and guiding student motivation and behavior.

**Integrated Arts:** During many of the half days this school year, all students have had opportunities to sign up for a wide range of Exploratory Integrated Arts one time sessions. The range of offerings was amazing and stretched curriculum in all IA areas.

**PBIS:** Work is continuing on implementing a school wide approach to a systematic Positive Behavior Intervention and Support. Greater emphasis on the PRIDE acronym has been implemented to help faculty and students focus on Positivity, Respect, Integrity, Determination and Empathy. Students have been recognized quarterly by their peers and teachers for exemplary demonstration of these characteristics.

**Responsive Classroom:** Approximately one third of our teachers have embarked on a year long training in Responsive Classroom. This program provides an approach to teaching intended to create safe, joyful and engaging classrooms and school communities. Teachers will learn how to help students develop academic, social and emotional skills in an environment that is responsive to their strengths and needs.

**Florence Roche**  
**Submitted by Mr. Brian O'Donoghue, Principal**

**2018 Highlights**

- Increased focus on social emotional learning by implementing Morning Meetings, aligned to a program called Responsive Classroom
- Our 4th graders are applying their creative communication and collaboration skills through the weekly video production of the FloRo News Report that is shared with our school community.

During the 2018 school year, we have continued to focus on developing our students' thinking and communication skills. The academic curriculum is centered around literacy and mathematics instruction through a workshop model. This model promotes opportunities for students to develop independence while also requiring them to collaborate with peers. Teachers have participated in ongoing professional development to support their learning and growth with the workshop model.

In addition to our academic curriculum, students are also supported in their social and emotional learning. Each classroom begins the day with a structured morning meeting that presents students with opportunities to be greeted, build community, and learn about each other. Feedback from students regarding their morning meeting experience is positive and reinforces the need for all students to feel welcomed and connected at school.

We are excited about new program options for students at Florence Roche this year. We hired two special education teachers with experience in providing students with specialized instruction in the areas of literacy as well as social and emotional learning. Additionally, we created an innovation and creativity class for all students that is aligned with the Massachusetts Digital Literacy and Computer Science Standards. Students are experiencing the engineering process and learning about coding and robotics among many other innovative lessons. Our 4th graders are applying their creative communication and collaboration skills through the weekly video production of the FloRo News Report that is shared with our school community.

Our School Improvement Plan goals are aligned with the District's overarching goals specifically in the areas of student performance and educational environment. Although we were recognized by the Massachusetts Department of Elementary and Secondary Education as a school of high achievement from the spring of 2018 MCAS data, we still have work to do. A goal is for all students to demonstrate significant growth including our subgroups of students. Our other improvement goals address the educational environment for students. These goals focus on positive community building for both students and staff and improving instruction using the framework of universal design for learning (UDL).

We are fortunate to have the support of our parents and the greater Groton and Dunstable communities. Our parent volunteers are valuable contributors to the daily school program. The Florence Roche PTA and the Groton Educational Foundation provide grant opportunities that enrich the educational experience of our students.

**Swallow Union**  
**Submitted by Mr. Peter Myerson, Principal**

**2018 Highlights**

- We continued our 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.
- We instituted a daily WIN Block (What I Need). This time is used to help our students grasp a better understanding of concepts that may difficult.

In 2018, 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 2018 school year. We continue 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 MCAS Assessment. We were recognized by the state for our high achievement on this Assessment.

Currently, we have developed a School Improvement Plan, that aligns with our districts overarching goals. We will be focusing on: Community outreach and communication, Student Performance, and Resources infrastructure and educational environment. We will monitor these goals on a yearly bases with our School Council.

This year we are in our second year of our daily WIN Block. It has been highly effective as we have been able to support students who need the extra attention in certain curriculum areas. Also, we are fortunate to have established a new weekly special for our students. Our students now attend a technology innovation class that is aligned with the Massachusetts Digital Literacy and Computer Science Standards. It has been a wonderful addition to our curriculum and will help our students with technology skills that will help them in the future. Lastly, we have fully implemented our new PBIS (Positive Behavior Interventions and Supports) program for our students. We have striving to have common language and expectations for our student behavior. We are looking forward in examining how this program has benefited our students.

### **Boutwell Early Childhood Center**

**Submitted by Ms. Chrissy Conway, Director of Boutwell Early Childhood Center**

#### **2018 Highlights**

- Support our youngest learners in social emotional learning and behavior through the The Pyramid Model.
- Boutwell has a new playground that improves the safety and aesthetics of the outdoor play area.

This year, the Boutwell has continued to focus on promoting social and emotional competence in students through implementation of The Pyramid Model for Supporting Early Childhood PBIS. The Pyramid Model for preschool is a multi-tiered application of PBIS that emphasizes: Building Relationships; Creating Supportive Environment; Social-Emotional Teaching Strategies; Targeted Behavior Support Planning; and Culturally Responsive Practices.

During the 2018-2019 school year, Boutwell staff have prioritized alignment of school environment, curricula and practices with the Massachusetts Curriculum Frameworks for Pre-Kindergarten by collaboratively planning integrated thematic units that balance child-initiated and educator-selected activities that maximize children's learning. Interdisciplinary thematic units promote connections across the curriculum over time. Early language and literacy skills, which provide the foundation for later learning, are embedded in all activities. Al's Pals social/emotional program, Lively Letters early literacy program, and Handwriting without Tears support children in developing essential foundational skills and knowledge.





## **GROTON PUBLIC LIBRARY**

Vanessa Abraham, Director

Hours: Tue-Thu 10am-9pm • Fri 10am-6pm • Sat 10am-5pm • Sun 1pm-5pm (Sept-May) • Mon Closed  
Trustees Meeting Held Monthly on the 2<sup>nd</sup> Tuesday at 7 pm • [gpl.org](http://gpl.org) •

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

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**Mission.** The Groton Public Library 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.

**Collections.** In 2018, GPL patrons borrowed 177,584 physical items and 19,004 digital titles through Hoopla and OverDrive (ebooks, audiobooks, music, videos, magazines), Freegal (music), Safari and TumbleBooks (ebooks). Borrow from GPL's 80,000-strong collection of books and materials or from the 3+ million titles in the 36 libraries in the MVLC consortium, or from other libraries in Mass. and beyond.



Photo by Jeff Demers

**Resources.** This year, there were 8,373 searches in GPL databases. A lot of quality resources are copyright-protected and not available for free online. GPL subscribes to Ancestry (in-library only), Consumer Reports, HeritageQuest, NoveList, Opposing Viewpoints, Pronunciator, and Nashoba Valley Voice; the state and Boston Public Library provide even more – all free to library card holders.

**Services.** Staff is here to help with any information or technology need, from homework to home improvement to applying for a job to a good book to read; 6,554 questions were answered in 2018. Assistance and access to computers, Internet, printers, copier, scanner, fax, and 3D printing is provided.

**Programs.** 2018 was another record-breaking year for library programming, with 11,485 people attending 697 library programs with numbers up 9% over 2017. While all programs are popular, kids' events, school half-day Llama Lounges, and GPL's reading events draw the most, with 1,030 people (kids, teens, adults) participating in Summer Reading and over 1,000 people attending Groton Reads events around the comfy and cozy concepts in The Little Book of Hygge by Meik Wiking (also GPL's most borrowed book in 2018.)

**Space.** 100,259 people visited GPL in 2018 and meeting and study rooms were booked 1,698 times for public use and activities. In 2018, staff work space was downsized and a former staff room on the third floor was turned into the new Young Adult Lounge with all new furnishings, technology, and art. On the second floor, two large shelving runs bisecting the floor were removed, and now the browsing space is open, visible, and full of light. Also, GPL was open Sundays in May for the first time.

**Challenges.** Changing to a new Acquisitions system for ordering and receiving new materials was a challenge for staff this year, but the advantages to library users (the ability see what's on order, full integration with the library catalog, real-time updates to processing status, and faster hold fulfillment) made it worth it. After two decades of addressing leaks, water infiltration, ice dams, and gutter and drainage issues, the Trustees used State Aid and a CPA grant to fund a building envelope study; the results were shocking - a full replacement of all roofing and drainage systems is recommended in 2019.

Respectfully submitted,

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



## **HOUSING AUTHORITY**

Lisa Larrabee, Executive Director

Meetings at 7:00pm on 3rd Wednesday of the Month at 19 Lowell Road, Groton  
(978) 448-3962 Fax: (978) 448-5845

[office@grotonha.org](mailto:office@grotonha.org)

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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, and one affordable unit at Still Meadow. 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 2018, 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 third Wednesday of every month at 19 Lowell Road, 7pm. Board member Daniel Emerson represents the Housing Authority on the Community Preservation Committee. Mr. Emerson is also the appointed member to the Board of Commissioners by the Governor.

The Groton Housing Authority has entered into a management contract with the Westford Housing Authority as of December 2018. This has been done as an effort to save money. Lisa Larrabee is the Managing Director for the Groton Authority and the Executive Director of the Westford Housing Authority. Mandi Dinsmore is the Property Manager under the management agreement. Lisa has established regular office hours at the 19 Lowell Road office. They are Monday through Thursday, 7:00 AM to 9:00 AM. Mandi's regular office hours are Monday through Thursday, 2:30 PM to 4:30 PM. Lisa and Mandi may also be reached by calling 978-448-3962 or emailing to [office@grotonha.org](mailto: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 our families on an as needed basis. The Groton Housing Authority would like to thank the Senior Center Staff for their continued support to the Groton Housing Authority.

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 so that they can remain in their affordable units.

The Groton Housing Authority would like to thank the Friends of the Trees for the lovely lilac bushes that they planted in our yard along route 40. They have made a beautiful addition to our property.

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 is on the roof of our elderly/handicapped building. The Authority has had some issues with the roof leaking in spots in the past few years, so this project was upgraded to a high priority by our Capital Planning System. We plan to start the bid process on this project in 2019. The second upgrade we had been approved to do through our Capital Planning System is to repair the asphalt walkway to the handicapped ramp at the front of the building. The walkway is uneven and needs to be repaired. We plan to have this project completed in the Spring of 2019. The last project that we have been approved to do is to put in a fence in the back yard of our family along route 40 to keep our children safe by keeping them inside our yard. We plan to have this project completed in the Spring of 2019.

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.

The Groton Housing Authority would also like to take the time to thank Ms. Fran Stanley, Housing Coordinator and Assistant Town Clerk for her support of the Housing Authority and for her work as Housing Coordinator for the Town.

Respectfully Submitted,

Deirdre Slavin-Mitchell, Chairman; Ellen Todd, Vice Chairman; Daniel Emerson, Treasurer; Leslie Colt, Asst. Treasurer; Brooks Lyman, Secretary



Stone Wall on Throne Hill  
Photo courtesy of Kiirga Paananen



## **PARK COMMISSION**

Maureen Adema, Assistant

Meetings 2<sup>nd</sup> Tuesday of the Month, Town Hall, 173 Main Street  
(978) 448-1109; [madema@townofgroton.org](mailto:madema@townofgroton.org)

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The Park Commission continues to maintain 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. Additionally, the Park Commission is either responsible for or shares responsibility for Carol Wheeler Memorial Park, Christine Hanson Memorial Playground, Cutler Field Playground, Hazel Grove/Groton Fairgrounds, Old Burying Ground and Smith Social Pavilion.

The Park Commission generally meets the second Tuesday of the month at Town Hall. In 2018, they met with residents, field user groups, Town boards and committees in order to achieve successful and satisfying results regarding their mission as Park Commissioners.

The Park Commission issued forty-three field use permits, denied two field use permits, and determined three requests did not require a permit in 2018.



Photo Courtesy of Park Commission

The Park Commission partnered with The Groton School for their Community Days of Service. Tim Siok worked with Robert O'Rourke from the school directing about 40 students on September 11th and October 2nd for fall clean ups at Carol Wheeler Memorial Park and the Town Playground. Anna Eliot was elected to the Park Commission in May 2018. Anna was the Park Commission's representative on the Open Space and Recreation Plan (OSRP) committee. The OSRP met monthly.

In 2018, The Park Commission created new park policy signs. The new signs were installed at the Cutler Basketball Court, the Town Field Basketball Court and Woitowicz Field by Chair Kenny Bushnell. All others fields will have new park policy signs installed in 2019. Evan Boucher worked with the Town electrician in implementing the Park Commission's Action Plan for the energy saving lighting at park properties. The action plan will be completed in 2019 with new energy efficient lights being install at the fields. The Park Commission Capital Improvements achieved in 2018 consisted of the new post and beam fence at Town Field, signage at the playing fields and new light timers at Town Field and Cutler Field.

The Park Commission thanks the many groups and individuals who volunteer their time and efforts to the Town's parks, playgrounds and commons. 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 would like to thank the Garden Club for the donation of trees for Christine Hanson Memorial Park. The Park Commission has rekindled their relationship with the Garden Club. The Garden Club worked their wonders at Carol Wheeler Park and other Town grounds with the support of the Park Commission in 2018.

The Park Commission would like to extend a special thanks to Don Black, the Town's Flag Care Taker. Don is responsible for lowering the flag at the Common per Federal and State orders, in honor of the passing of individuals who have serviced the country. Don inventoried all Town flags, changed out flags, paying special attention to the service flags for the Memorial Day and Veterans' Day ceremonies. The Town continued many of its annual events with the support of the Park Commission in 2018, such as the Annual Christmas Tree Bonfire, July Fireworks Celebration, and Grotonfest.

Respectfully submitted,

Kenneth Bushnell Chair, 2019; Evan Boucher, Vice Chair, 2019; Anna Eliot, 2021; James Gaffney, \* resigned November 2018; Timothy Siok, 2020

## **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](mailto:planning@townofgroton.org)

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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 2018, the Planning Board reviewed the following applications:

Approval Not Required Plans (ANR)	12
Preliminary Subdivision Plans	1
Special Permits	6
Major Site Plan Review	1
Minor Site Plan Review	5
Site Plan Review Modifications	2
Planned Multifamily Concept Plans	1
Rezoning Petitions	2

The Planning Board continued to work on the Phase II Implementation of the Comprehensive Master Plan. The Board appointed five members to serve on the Master Plan Implementation Committee to help assess the progress. The 2018 Spring Town Meeting adopted new zoning for the regulation of recreational marijuana, and extended a temporary moratorium on recreational marijuana establishments through December 2018. The 2018 Fall Town Meeting amended the recreational marijuana zoning with a partial ban on certain types of establishments, as proposed by the Select Board.

Members John Giger and Michael Vega resigned in 2018. The Planning Board is grateful for their service and wishes them well in their new endeavors. The Board was pleased to welcome new members, Annika Nilsson Ripps and Gus Widmayer, to fill the vacant seats.

The Planning 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,

George Barringer, Chairman  
Annika Nilsson Ripps  
Timothy Svarczkopf  
Scott Wilson

Russell Burke  
Carolyn Perkins  
Gus Widmayer  
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 1<sup>st</sup> & 3<sup>rd</sup> Wednesday 3:00pm

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

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

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The Sewer Commission is pleased to make the following report for the calendar year ending December 31, 2018 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 discharge standards mandated by the U.S.E.P.A. The planned upgrades will commence sometime in 2019 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
2018	47,628,363 gallons	or	130,489 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  
Michael F. Bouchard, Clerk

## **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](mailto:townclerk@townofgroton.org)

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Two Annual Town Meetings were held in 2018– Spring (April 30) and Fall (October 1). The budget was the main focus of Spring Town Meeting. In addition, votes on funding the construction of the Senior Center, an additional School Resource Officer, changing the name to Select Board in the Charter, a zoning amendment for recreational marijuana and an extension of the moratorium on marijuana were taken. The Fall Town Meeting took votes on routine budget adjustments, funding of a design study for new DPW facilities and a roof for the Groton Public Library, creating a Four Corners Sewer District and extending the demolition delay to 18 months. The Fall Town Meeting also incorporated a Special Town Meeting with a focus on a zoning amendment to limit the types of recreational marijuana businesses that would be allowed in Groton.

Four elections were conducted in 2018: the May 22 Annual Town Election, September 4 State Primary and November 6 State Election (Mid-term) and a coincident Special Town Election. The Annual Town Election included a Proposition 2 ½ Debt Exclusion Override to fund the construction of a new Senior Center. The State Primary was extended with a district-wide recount for the Third Congressional District. November 6 had a 70% turnout for the Mid-term and the Special Town Elections. The Special Town Election question asked voters to restrict the types of recreational marijuana businesses for Groton.

The office administered the town census to 4,769 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. As of December 2018, the census mailing had an approximate 95% response rate. However, many of these responses were submitted later in the year so many voters were still affected with an “inactive” status. The population in Groton as of December 31, 2018 is 10,674, essentially flat compared to 2017. The Town has 8,252 registered voters, a small increase over 2017. 63% of voters are “Unenrolled”, 22% enrolled as Democrats, 14% as Republicans and less than 1% in other parties or designations. This is the same political party mix as 2017.

In 2018, the office qualified 38 public commissioners, processed one Fuel Assistance application for non-senior residents, administered the oath of office to all of our appointed and elected officials, performed 593 notarial services, registered 1195 dogs, and processed 1,039 transactions on behalf of the Department of Public Works. Acting as the Town's Register of Vital Records, the office recorded 74 Births, 61 Deaths and 53 Marriages in 2018. 31 new and 31 renewed “Doing Business As” business registrations were recorded. The Office processed 45 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. The Clerk’s office continues to enjoy using a web-based meeting posting, a “Doing Business As” Registration and a dog registration programs, and new for 2018 a web-based transfer station sticker issuance program. This program enables a real-time sticker sales reporting encompassing the transfer station and town clerk’s office. These systems keep accurate records and have improved the reliability of record keeping. Online ordering for dog licenses and vital records continues to be popular.

In 2018, the Clerk’s office processed 3192 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	\$	16,448
	Dog License Revenue	\$	12,631
	Transfer Station Transactions	\$	23,667
	Total:	\$	52,746

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 2018. Special thanks goes to our hardworking and very effective Assistant Town Clerks Nancy Pierce and Fran Stanley. It’s been our privilege to serve the people of Groton during 2018, and we look forward to an exciting, busy and productive 2019.

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 2<sup>nd</sup> & 4<sup>th</sup> Tuesday 7:30pm

(978) 448-1122 Fax: (978) 448-1123

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

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The Board of Water Commissioners is pleased to make the following report for the calendar year ending December 31, 2018 to the water rate payers and citizens of the Town of Groton.

The drought Groton experienced in 2016 is all but a distant memory. The New England Region has seen normal to above normal precipitation events over the past two years. Average winter snowfall events have also helped with the replenishment of the water to the aquifers. The Water Commissioners and staff continue to review pumping data and aquifer levels very closely in order to monitor short and long-term trends. It is important to note that water quality in the aquifers is impacted by these water levels and heavy pumping loads can change the overall quality of the water. The Water Department staff monitors these conditions on a monthly basis as well.



The Water Department recently completed the Whitney Pond Well Upgrades. For this project, Groton was the recipient of an \$83,000.00 Energy Grant from the Commonwealth of Massachusetts. This important project replaced the pumps and motors with smaller more efficient variable speed drive pumps. We also replaced the Motor Control Panels that were installed in the 1980's with more modern units, installed a SCADA computer system that enabled us to monitor the facility 24 hours per day and we replaced outdated heating and lighting units. The Water Department was fortunate to work closely with the Electric Light Department, which led to a Demand Management Program. This program allows us to shut down our pumps when the electricity demands are at their highest peak for the town. Reducing the peak energy demands for the Light Department helps the entire town and some of those savings are passed on to the Water Department.

Long terms goals for the Water Department is to increase our permit to pump more water from the aquifers in order to serve a greater customer base and expand the water system. The Water Department has sources fully permitted and approved by the DEP and can be constructed at any time 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 continues to work on our Water Meter Replacement Program. The Water Department is now using State-of-the-Art meter reading equipment, commonly referred to as "Smart" Meters. Smart meters allow 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 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 2018 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, 2018:**

Total Gallons of water pumped	153,898,809	Gallons per Year
Ave. Daily Consumption	421, 640	Gallons per Day
Max. Daily Consumption – July 1st	633,000	Gallons
Accounts	2,200	
Water Mains	52.8	Miles
New/Replaced Water Mains	0.5	Miles
Total Hydrants (Public and Private)	395	Hydrants
Hydrants added to the system	5	Hydrants

The Water Department wishes to thank the following departments for their continued cooperation and assistance in the daily operations of the water supply system: Office of the Town Manager, Electric Light Department, Highway Department, Land Use Departments and 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  
Michael D. MacEachern, 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 2018  
    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](mailto:accountant@townofgroton.org)

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The following financial report summarizes Fiscal Year 2017 (period ending 6-30-2018).

**General Fund:** The General Fund ended the year with a favorable fund balance, generating \$2,212,873 of “Free Cash” or a 6.1% excess when compared to the final FY18 General Fund operating budget of \$36,113,936. The Fall Town Meeting (Oct. 2018) committed \$1,531,068 of that Free Cash by voting to replenish the Town’s Stabilization Funds (\$1,204,000), authorizing design and bidding services for the DPW Garage and Library Roof projects (\$296,000) and providing funding for Prescott School Maintenance and prior year invoice payments (\$31,068). Grant support from the State offset approximately \$168,000 in Public Safety services, and Ambulance receipts were tapped to offset \$266,000 of Fire Department operations and capital equipment costs. Local Receipts were budgeted at \$3,820,787 which was \$212,374 higher than in FY17. This was done in anticipation of continuing strong activity in building permit and motor vehicle excise revenue. Local Meals Tax also performed well, generating \$138,384 in FY18. Several new restaurants in Town are expected to provide continuing growth in this revenue category. Due to the inclement winter weather, Snow and Ice operations finished the year with a budget deficit of \$171,350; this amount was raised (as is customary) with the FY19 Tax Levy.

**Other Funds:** The Town’s other funds – Gift, Grant, Revolving, Receipts Reserved and Trusts – all closed the year with positive balances, with the exception of minor deficits in several Public Safety reimbursable grants (\$4,331). Grants spent late in any fiscal year, often show a deficit balance until the state analyzes the request and processes the reimbursement. As was expected, revenue sufficient to cover these deficits was received early in FY2019. We were all very excited to have received authorization to begin the construction phase of the new Senior Center Building Project, Total project costs (including design) are expected to be less than \$5,881,000 with most of the work slated to take place in FY19. General Obligation Bonds in the amount of \$7,380,000 were sold in FY19 to finance this project (\$5,130,000) as well as the FY18 Ladder Truck (\$875,000) and the Lost Lake Fire Protection project (\$1,375,000).

**Community Preservation Fund:** The State continues to match local CPA surcharges. The match received in FY2018 (\$161,963) was 24.1% of the FY17 surcharge receipts of \$671,644. 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 99% of committed receipts actually collected for FY18. Debt service for the Surrenden Farms land acquisition is a substantial annual CPA Fund obligation (\$476,722 in FY18); this debt matures in 2021 which will free up financial resources for new projects.

**Enterprise Funds:** Water, Sewer and Cable Funds all ended the year with favorable balances and healthy E&D funds at \$455,643, \$416,810 and \$245,762 respectively. The Four Corners Sewer Fund (authorized in FY17) commenced operations in FY19, and will have E&D certified for the first time as of 6/30/19.

**Reserves:** The Town’s Stabilization Fund closed the year at \$1.8 million and the Capital Stabilization Fund at \$569,706 (with \$455,558 of that balance reserved for expenditures in FY2019). The level of reserves in these accounts did meet the targeted 6.5% of the annual budget as established in the Town’s Financial Management Policies. The Conservation Fund closed the year with an undesignated balance of \$765,435. This balance also meets the suggested reserve for this Fund of 2% of the Town’s annual budget. The new Groton Dunstable Regional School District Capital Stabilization Fund closed the year with a balance of \$504,636, of which \$425,425 was reserved for spending in FY19.

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](mailto:building@townofgroton.org)

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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

Department personnel consist of:

Edward M. Cataldo, Building Commissioner / Zoning Enforcement Officer

Maureen Adema, Land Use Administrative Assistant

Inspectors:

Daniel A. Britko, Local Inspector

Edward Doucette, Electrical Inspector

John Dee, Alternate Electrical Inspector

John Murphy, Gas/Plumbing Inspector (retired January 2018)

Norm Card, Gas/Plumbing Inspector

John Templeton, Alternate Gas/Plumbing Inspector



Tepee in Blackman Field & Woods  
Photo by Grace Remillard

The Building Department started online permitting in 2017. Building permits have been applied for, issued and paid for online since May 2017. Electrical permits moved to the online permitting system in October of 2017. Plumbing and Gas permits moved to online permitting system in August 2018.

Building, electrical, gas and plumbing inspections may be requested throughout the business day via the office telephone number: 978-448-1109.

Inspections times are as follows:

- The Building Commissioner inspects Monday through Friday 10am to 1pm
- The Electrical Inspector inspects Monday through Thursday 4pm to 6pm
- The Gas/Plumbing Inspector inspects Tuesday and Thursday 2pm to 4pm

The Building Department would like to thank all the Town officials and Town Hall staff that we have worked with during the past year. We would also like to thank our Senior Work Credit Program Volunteers Louise Gaskins and Lindsey Goranson. The Building Department would like to

thank John Murphy for his dedicated service as the Town's Gas and Plumbing inspector from 2012 to 2018. Mr. Murphy retired from the position in January 2018, we wish him all the best in his retirement.

An updated report from the Building Department follows.

## **BUILDING DEPARTMENT**

<b><u>Building &amp; Zoning</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>
Value of Construction	\$32,539,123	\$46,912,595	\$23,195,497
Permit Fees Collected	\$326,135	\$483,635	\$283,052
Permits Issued	376	483	419
Inspections Performed	682	720	704
<b><u>RESIDENTIAL</u></b>			
Single Family Homes	25	35	27
Two Family Homes	3	0	2
Multi-Family	0	0	0
Additions	28	33	57
Renovations	217	268	273
Accessory Buildings	25	23	29
Demolitions	8	3	8
<b><u>COMMERCIAL</u></b>			
New	2	6	2
Additions	3	4	1
Renovations	24	10	7
Accessory Buildings	2	2	11
Demolitions	1	3	0
Communication Towers	0	3	2
Annual Inspect. Certif.	79	79	79
Farm Labor Certif.	1	1	1
Home Occupation Certif.	17	33	23
Wood Stove Permits	10	# included in building permits	
<b><u>Electric</u></b>			
Permit Fees Collected	\$39,124	\$36,823	\$36,249
Permits Issued	336	332	360
Inspections Performed	556	541	564
<b><u>Gas</u></b>			
Permit Fees Collected	\$12,893	\$13,778	\$13,803
Permits Issued	184	182	207
Inspections Performed	241	171	195
<b><u>Plumbing</u></b>			
Permit Fees Collected	\$24,357	\$32,454	\$22,213
Permits Issued	198	182	196
Inspections Performed	300	227	229

## **CONSERVATION COMMISSION**

Nikolis Gualco, Conservation Administrator

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

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

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

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

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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 2018 the Commission held 36 open meetings and conducted 63 public hearing. The Commission reviewed 14 Notices of Intent and 29 Requests for Determination of Applicability and issued numerous Certificates of Compliance, Extension Permits, Emergency Certificates, Enforcement Orders, and Violation Notices. Municipal projects reviewed this year included the Senior Center redevelopment, Duck Pond ecological restoration, irrigation line replacement at the Country Club, expansions of the Town’s sidewalks, and repair work at Fitch’s Bridge.

The Commission implemented a significant change this year and successfully transitioned from paper to a mostly digital means of reviewing meeting materials. This change has reduced the amount of paper used annually by an estimated 8,400 sheets. Additionally, this transition has reduced the time required to prepare for a meeting and has improved the efficiency of record keeping for the Conservation Administrator.

A major effort undertaken by the Commission this year was the updating of the Town’s Open Space & Recreation Plan (OSRP). To do this, an advisory group and three working groups were formed each consisting of representatives from several stakeholder groups. These groups meet a total of 22 times in 2018. In an effort to secure as much feedback from as many people as possible, the advisory group also conducted direct outreach at the farmer’s market and Groton Fest, implemented a town-wide survey, and organized a public forum (to be held in January 2019). In addition to capturing the goals and needs of residents regarding their priorities for open space and recreation areas, updating the OPSP has provided the Commission an opportunity to reevaluate its property inventory and to redefine its criteria for prioritizing lands to pursue conservation.

It was also a busy year regarding land acquisition for the Commission. A few highlights include: (1) the purchase of 21 acres in West Groton, which provides a missing connection between the Hemlock Grove – Lawrence Park conservation lands and the old B&M rail line; and (2) the donation of 24 acres along Longley Road, which was gifted to the Commission in the Last Will and Testament of Hilda O’Hara. The Commission has seemingly been in a perpetual state of negotiations due to the fact that they were approached by five separate landowners interested in permanently preserving their land by selling it to the Town.

Finally, the Commission continued its effort this past year to identify and address land management priorities on its properties. A few highlights include: (1) the removal of five bittersweet-infested acres of diseased red pine at Surrenden Farms; (2) the monitoring of numerous properties either Town-owned or Town-protected (e.g., Gibbet Hill Conservation Restriction); (3) the mowing of 32 acres to preserve meadow habitat type; and (4) the creation of a forestry management report, which organizes known information (e.g., baseline assessments) and logistical considerations (e.g., access, conservation restrictions) for 74% (1,500 acres) of conservation lands into 11 discrete management blocks. In the coming year, this report will serve as a guide for the Commission and the Town’s forester as they work together to create and begin implementing stewardship plans for each management block.

Respectfully submitted,

John Smigelski, Chair (appointed in 2012)  
Olin Lathrop, Vice Chair (appointed in 2016)  
Bruce Easom, Clerk (appointed in 2003)  
Larry Hurley (appointed in 2017)

Peter Morrison (appointed in 1991)  
Marshall Giguere (appointed in 2004)  
Eileen McHugh (appointed in 2015)  
Nikolis Gualco, Conservation Administrator



## **COUNCIL ON AGING**

Kathy Shelp, Certified Director

Hours: Mon-Fri 9:00am – 3:00pm

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

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

Main (978) 448-1170 ~ Fax (978) 448-3660 ~ [gcoa@townofgroton.org](mailto:gcoa@townofgroton.org)

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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 FY18 we offered 141 programs and services, serving 1,199 seniors 19,183 times. The COA Van transported 125 individuals 2752 times. 54 volunteers served the COA 4,131 hours, saving the town \$48,5520 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.

### **Staff:**

Director	Kathy Shelp
Outreach Coordinator	Stacey Shepard Jones
Activities/Volunteer Coordinator	Kathy Santiago
Van Drivers	Marcel Falardeu
	Richard Marton
	Herb Peterson (per diem)
Maintenance	Jimmy Kuzmitch

### **Directors:**

Chairman	Gail Chalmers
Vice-Chairman	Richard Marton
Secretary	Helen Sienkiewicz
Members	Ellen Baxendale
	Peter Cunningham
	Norma Garvin
	Paula Martin
	Shelia Nash
	Jean Sheedy

**Pickleball:** October 2018 Friends of Nashoba Hospital support the COA with a grant of \$500 to purchase equipment to begin a Pickleball program. The interest was high enough that, using COA budget funds, we purchased a second set. The program has grown to three mornings a week with participants stepping up and facilitating the play.

**Kayak:** April 2018 the COA began a Kayak group. Led by a volunteer facilitator the group met for weekly kayak trips on local rivers and waterways.



**GDRS Collaboration:** Intergenerational program increased significantly with the collaboration of Dr. Chesson, GDRS Superintendent. We were able to implement at least one program in each school; Lunch and Tour and Veterans Wall at the High School, Trunk or Treat and reading programs at Florence Roche, concerts and programs at the Middle School. We look forward to increasing these programs.

**Building Initiative:** Spring Town Meeting enthusiastically passed an Article in support of a new senior center to be built on the current site, 163 W Main Street. The initiative was finalized with the passing of the ballot vote on May 22, 2018. This vote was tighter, passing by 23 votes. June of 2018 the COA set up temporary offices at the Lost Lake Fire station and will use the Country Club, Lost Lake Fire Station, Central Fire Station, Legion Hall, Twomey Center and the Library for programming during the construction phase.



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](mailto:highway@townofgroton.org)

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### **DPW**

I am pleased to submit the annual report for the Department of Public Works. The department and personnel, of the DPW, are the support for all the other departments. We are the backbone and the go to when anybody needs a job done that they are not capable of, and my thanks goes out to them for all their hard work and dedication no matter what the task.



### **HIGHWAY DEPARTMENT**

The following were some of the accomplishments of the Highway Department for the year. Paving activities this year included Castle drive, Rooks Run, Sandy Pond Road, Whiley road, School Street, Elm Street, Pleasant Street, Chicopee Row and a section of Station Ave. There were also lots of sidewalk improvements made with state and local money around town to make pedestrian travel safer.

Along with this was a great deal of preventative maintenance that will keep our roads together longer and save us money in the long run. Drainage improvements as well as other spot improvements add to our daily duties which keep our construction season filled every year.

Parks and commons are also a priority and a great deal of effort is put into them. These areas are the gateways to our community and I believe that they show our commitment to the character of the town. The playing fields are used by the young and old and get more use every year so it is important to keep them neat and tidy. A lot of work and thanks go to the garden club for helping us in the rehabilitation of the gardens all around town and their hard work is welcomed and appreciated.

### **TRANSFER STATION**

Operations here continue to be smooth and it shows in our recycling numbers. With a steady recycling rate of around 30% we are above average for the area. We had a over 700 tons of recyclable material processed, marketed and sold by the Town annually, shows there are ways to reduce our waste. By doing this we have also brought our revenues up and our disposal costs down. We were awarded another grant this year from the Mass Department of Environmental Protection for the creation of a glass recycling operation. With this operation we will be able to crush and reuse glass for use within the town. We are the only town in the state to have this type of operation and possibilities for this are exciting.

### **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.



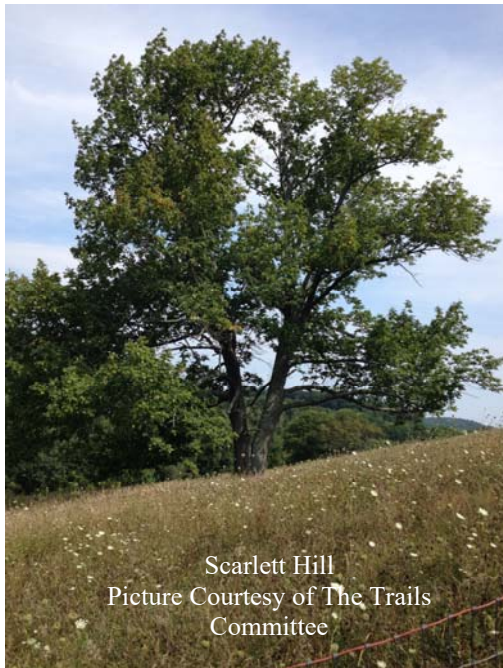
- All annual preventive maintenance on HVAC systems, both gas and oil operations at the Public Safety Building, Town hall, Senior Center, Legion Hall and Fire Stations #1, #2, and #3 and Country Club.
- Vast improvements at the Public Safety building including paving of the parking lot.
- Janitorial duties are completed at the sites above, as well as the public areas at each building.

### **TREE WARDEN**

The following are some of the accomplishments by the DPW 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.

My thanks goes out to the Friends of the Tree Warden for the countless hours of work they do organizing the plantings as well as our Arbor Day celebration. I could not do all of this without them and their support.



1. Planted over 20 trees including memorial trees.
2. Arbor Day was celebrated at the Groton Fire Station.
3. Brush and hazard tree trimming and removal and inspection on over 105 miles of roads.
4. Assisted the local light department with pruning and brush clearing.
5. Continued use of a new boom mower greatly enhanced the efforts in groundwork.
6. We continue to compost chips and leaves picked up by the town for composting and eventual use by town residents as well as being used in the planting of new trees.
7. There were no public hearings for living tree removal, the Town of Groton frowns on this practice unless it is a hazard or obstruction.
8. Received a gift of three trees planted at the Williams barn from the Hindu temple.
9. Over 10 days of large dead and hazard tree removal.

Respectfully submitted,  
R Thomas Delaney, Jr., DPW Director

## **FIRE DEPARTMENT**

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

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The Groton Fire Department members provide services 24 hours per day to the citizens of Groton. Career personnel provide coverage during the daytime hours 7 days a week with on-call personnel covering the evening hours between 6pm and 6am. The success of the department relies on constant recruitment of on-call personnel. As the community has changed and training requirements become more intense, the addition of on-call personnel has become a challenge. That said the Groton Fire Department is proud of work performed everyday by all its members.

It is the vision of the Fire Department to continue providing excellent services through a combination of career and on-call staffing. In 2018 the Groton Fire Department responded to 1,302 calls or an approximate 10% increase in emergency calls. This increase was primarily driven by an increase in medical emergencies, natural gas leaks and carbon monoxide emergencies. The 10-year average still sees an approximate 2% increase in call volume from year to year. As the community continues to grow, calls for service will continue to increasingly tax our personnel.

Training in the Groton Fire Department is the cornerstone to providing excellent services from our members to community. The Groton Fire Department trains an average of 90 hours per year. With the adoption of OSHA regulations in early 2019, training will become even more demanding on the time of the members. This time demand has to be carefully balanced for on-call firefighters and EMT's in order to ensure their availability for emergency responses. The members of the Groton Fire Department pride themselves in the quality of services delivered to the community.

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 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**

### **2018 Officers**



**Chief Steele McCurdy**  
**Administrative Assistant Diane Aiello**

**Capt. James Emslie**  
**Lt. Arthur Cheeks**  
**Lt. James Crocker**  
**Lt. Michael Culley**

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

### **Firefighters & EMTS**

Geri Armstrong  
Thomas Boggiano  
Evan Boucher  
Christopher Braun  
Brad Cain  
Brian Callahan  
Kevin Charland  
Daniel Coelho  
Timothy Cunningham  
Christopher Curtis  
Derek Dirubbo  
David Dubey  
Heather Emslie  
Christopher Fischer  
James Foley  
Rachael Fullreader  
Jason Grennell  
Stephanie Hamelin  
Benjamin Hatcher  
Chelsea Hatcher  
Luke Heinser  
Christopher Hunter

Mark Imbimbo  
Heidi Januskiewicz  
Jeremy Januskiewicz  
Patrick Kiley  
Jack Leeber  
Cathy Lincoln  
Chase Lundgren  
Michael MacGregor  
Frank Mastrangelo  
Paul McBrearty  
Gibson McCullagh  
Cody McNayr  
Edward O'Dell  
Matthew Pisani  
Michael Poulin  
Betsey Reeves  
John Reilly  
Anthony Resca  
Heather Rhodes  
Stephen Savage  
John Weix  
Chelsey Yencho

## **GROTON COUNTRY CLUB**

Shawn Campbell, General Manager/Head Golf Professional

94 Lovers Lane

Telephone: (978) 448-3996

[www.grotoncountryclub.com](http://www.grotoncountryclub.com)

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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 season pass memberships.

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 second 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 eighth consecutive year.

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

The Groton Publick House opened in the spring of 2018 to rave reviews. They have been a delightful addition to our program.

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 3<sup>rd</sup> Tuesday of Month 7:30pm

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

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

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The Historic District Commission (HDC) continued to provide active assistance for projects in the Town's Historical Districts, relative to their appropriateness regarding Groton's historic context in 2018.

Peter Benedict, Elaine Chamberlain and Laura Moore were re-appointed for three-year terms expiring June 2021. Elena Beleno Carney was appointed to fill the vacant HDC seat in January 2018, her term expires June 2020. Laura Moore was the HDC representative on the Open Space and Recreation Plan in 2018.

The HDC met with Town boards, committees and residents resulting in the support of the following:

- Eighteen Month Demolition Delay By-Law
- Groton Library Project
- Old Groton Meeting House CPC application
- 186 Main Street being added to the Town Center Overlay District.

The HDC also met with residents and members of boards and committees to discuss the possibility of preserving the Prescott House.

Groton property owners and potential property owners met with the HDC to discuss construction projects in 2018 such as bringing a 2-family home back to a single-family home, a law office, home renovations, lighting, fences, chimneys, replacement roofs, windows and doors, and a chicken coop.

In 2018, the HDC granted seven certificates of appropriateness for new business signs for the following Groton businesses:

- The Groton Inn
- Forge and Vine Restaurant
- Carriage House Salon
- Body, Mind, Spirit
- Birch on Hollis Hair Salon
- Veterinary Health Care of Groton
- Transformations Medical Weight Loss and Aesthetics.

The HDC also approved the Park Commission's request to place a sign at the Town Field Basketball Court stating the park use policies.

At year's end the Commission started a discussion on finding new ways residents could communicate concerns and/or give input on the historic districts matters. Additionally, the HDC discussed establishing a follow up procedure for approved projects.

Respectfully submitted,

Peter Benedict, Chair, 2021  
Maureen Giattino, Vice Chair, 2020  
Laura Moore, 2021  
George Wheatley, 2020

Elena Beleno Carney, 2020  
Elaine Chamberlain, 2021  
Greg Premru, 2019  
Maureen Adema Admin. Asst.



## **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](mailto:humanresources@townofgroton.org)

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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 training for Department Heads regarding Family Performance Evaluations. This was useful and informative. 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 \$10,000 in grant money for risk management.

### **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 well attended. Many vendors from our health plans, retirement, and social security 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



The General Field  
Picture Courtesy of Kiirga Paananen

## **INFORMATION TECHNOLOGY**

Michael Chiasson, Information Technology Director

Nick Batchelder, Desktop Support Specialist

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

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

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

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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 2018 we fully revamped our internal meeting system to help modernize it and increase transparency to residents. You can now visit the website and subscribe to meeting updates and be notified anytime a new meeting is scheduled or a new document is added for a department/board/committee. We've received great feedback of this feature and will continue to expand on it in the future.

We also implemented a new live streaming feature to our website. It provides access to residents to watch what is being broadcast on the Groton Government Channel live on our website. Residents without cable or at a remote destination can now see a meeting that is being broadcast live on local TV.

We are gearing up to launch a brand new website this year. The website features several dynamic aspects of content driven from our backend systems as well as being mobile friendly. The new website will also transition us into a new top level domain of GrotonMA.gov. The restricted .gov domain is becoming a recommended standard of municipalities to help residents be confident that they are visiting a government web entity and provides additional domain security benefits. The current domain of townofgroton.org will be retained for many years and redirect users to the new domain.

We are in the planning stages of investigating moving several of our town systems over to a new ERP centralized system to help unify departments and processes. We hope to present a budget plan for future budgets that will give us the resources to lead this project to completion.

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

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Photo by Karen Riggert

### **ANIMAL CONTROL**

Groton Animal Control responded to 251 calls in 2018. Some of these required a physical response, others were handled by phone. Many calls were wildlife related. Animal Control does not handle wildlife. As a point of information, however, there were 32 deer struck and killed by automobiles in Groton. There were other deer that were struck and ran into the woods.

There were only 3 dogs taken into the Groton Animal Shelter, All were eventually released to their owners.

Un-licensed dogs continue to be a problem. The estimated number of dogs not registered exceeds the number of vaccinated and licensed dogs.

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

### **ANIMAL INSPECTOR**

As Animal Inspector, I conducted 35 barn inspections, all were found to be in good condition.

There were 14, 10-day orders of quarantine issued and 5, 45-day orders of quarantine. All were issued as rabies precaution. All samples sent to the State Laboratory were found negative for rabies.

We received several reports of animals likely to have sarcoptic mange or distemper, but the numbers were far fewer than in previous years.

Animal Control and Animal Inspection would like to thank all Town departments and area veterinarians for their assistance and advice over the last year. A special thanks goes to Groton Police and especially the Communications Department.

Respectfully Submitted,  
George Moore, Groton Animal Inspector



## **POLICE DEPARTMENT**

Michael F. Luth, Chief of Police  
99 Pleasant Street, P.O. Box 310, Groton, MA 01450  
General Calls: (978) 448-5555  
Emergency: 911 [police@townofgroton.org](mailto:police@townofgroton.org)

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*K-9 Lola*

Greetings,

We continue our commitment to “Community First” as we plan, train, patrol and protect.

2018 was a very busy year bringing many changes to the Groton Police Department. Chief Donald L. Palma, Jr. retired after 10 plus years with the department on May 28, 2018. Also retiring were long time Reserve Officers George Aggott and Stephen McAndrew. Thank you for your service.

Detective Rachael Mead and Officer Kevin Henahan were promoted to the rank of Sergeant. Officer Omar Connor was appointed the School Resource Officer and with citizens support Officer Peter Breslin filled the second School Resource Officer position in September. Officer Andrew Davis joined the department in July.

I would like to take this opportunity to thank the members of the Select Board for their confidence and support in appointing me as Chief of Police. I look forward to working together in partnership with the community leaders and citizens to ensure that Groton remains safe and retains our small-town charm.

Our year ended on a sad note with the passing of our beloved K-9 Lola on December 4, 2018. K-9 Lola served the community for 6 years as the Groton Police Department’s first K-9. She was not only an incredible ambassador for the department but also a multi-talented Search & Rescue and Narcotics dog. Lola was loved by all who met her and deeply missed by her family, friends and fellow officers.

Respectfully submitted,

Chief Michael F. Luth

## **2018 GROTON POLICE DEPARTMENT**

<b>Chief of Police:</b>	<b>Michael F. Luth</b>
Deputy Chief:	James A. Cullen, III
Sergeants:	Derrick Gemos, Edward Sheridan, Rachael Mead, Kevin Henehan
Detectives:	Cory Waite, Michael Lynn
School Resource Officers:	Omar Connor, Peter Breslin
Patrol Officers:	Paul Connell, Dale Rose, Robert Breault, Gordon Candow, Nicholas Beltz, Gregory Steward, Patrick Timmins, Victor Sawyer, Andrew Davis
Reserve Officers:	Edward Bushnoe, Kathy Newell, Michael Ratte; Richard Rene; Jonathan Shattuck, Matthew Boivin, Cody Chick, Matthew Beal, Casey O'Connor
K-9:	Lola
Administrative:	Kathy Newell, Executive Assistant and Joan Tallent, Administrative Assistant
Communications:	Darlene Touchette, Sarah Power, Warren Gibson, Jonathan Shattuck, Samuel Welch, Catherine Myers, Edward Bushnoe, Michael MacGregor
Police Matrons:	April Moulton, Darlene Touchette, Sarah Power, Kathy Newell, Catherine Myers, Bernadette Georges
Auxiliary:	Mark Miller



## **TAX COLLECTOR/TREASURER DEPARTMENT**

Michael Hartnett, CPA, CMMT- Treasurer/Collector

Hannah Moller, Assistant Treasurer/Collector

Nancy Amari, 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](mailto:treasurer@townofgroton.org)

<b><u>Cash &amp; Fund Balances</u></b>						<b>Year-End Balance</b>
						<b><u>June 30, 2018</u></b>
<b><u>Fund Description:</u></b>						
<b><u>General Fund</u></b>						\$ 12,528,264
<b><u>Other Funds</u></b>						
	Trust Funds (a)					\$ 18,559,448
	Stabilization					\$ 1,796,343
	Conservation					\$ 765,435
	Capital Stabilization- Town					\$ 569,706
	Capital Stabilization- GDRSD					\$ 504,636
	OPEB Trust					\$ 100,021
	Performance Bonds & 593's					\$ 148,614
	Affordable Housing Trust					\$ 46,232
	Arts & Flags Agency					\$ 7,378
	Turtle Study & Maintenance					\$ 53,726
	Regional Scholarship Committee					\$ 11,090
						\$ 22,562,629
<b><u>Enterprise Designated Funds</u></b>						
	Sewer Enterprise					\$ 392,728
	Water Enterprise					\$ 66,694
<b><u>Groton Electric Light Designated Funds</u></b>						
	Consumer Deposits					\$ 255,626
	Insurance Reserve					\$ 131,249
	Depreciation Reserve					\$ 91,827
						\$ 478,702
<b><u>Total Cash &amp; Fund Balance, June 30, 2018</u></b>						<b>\$ 36,029,017</b>

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 2018, the Town re-borrowed \$2,362,000 on a short-term basis to fund two capital projects; \$1,767,000 for the Lost Lake Fire Protection and \$595,000 for a joint fire and police radio program. This combined debt of \$2,362,000 was financed for one (1) year at 1.55% resulting in \$36,530 in interest expense. Due to the Federal Reserve increasing short-term rates several times in Fiscal 2018 and again in early Fiscal 2019, the decision was made to convert these short-term notes to a permanent bond on 11/27/18. The \$7,380,000 bond was awarded at a 3.24% rate, and also included the \$5,130,000 new Senior Center building, and \$995,000 for a new Fire Dept. ladder truck which was purchased in Fiscal 2018 with a short-term note. The joint fire and police radio equipment was kept short-term, and is being paid off within 3-5 years with the use of Free Cash. The Town's AAA credit rating was reaffirmed at the time of the new bond.

In FY 2018 the general fund of the Town paid \$41,298 in non-exempt debt service (principal and interest). The Town's portion of debt for the Groton-Dunstable Regional School District was \$1,136,894, 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 \$34,211, which is not excluded debt. Of the Town's combined total debt service, including school debt, \$2,234,713 was excluded from the limits of Proposition 2-1/2. The excluded debt added \$1.36 to the tax rate. The cost for this excluded debt for a home assessed at \$420,000 was \$570 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								
ID	Name	Issued	Matures	Orig Amt	Exempt/ Non-Exempt	Principal	Interest	Total
2988	Bernier Bissell	7/15/2001	7/15/2019	\$850,000	Exempt	\$43,630.00	\$5,112.60	\$48,742.60
2989	Bissell Property	7/15/2001	7/15/2019	\$1,075,000	Exempt	\$54,880.00	\$6,420.10	\$61,300.10
2992	Gibbet Hill	11/15/2003	11/15/2022	\$3,000,000	Exempt	\$160,000.00	\$23,050.00	\$183,050.00
2972	Library #1	7/15/1999	7/15/2017	\$1,831,464	Exempt	\$82,500.00	\$1,650.00	\$84,150.00
2973	Library #2	7/15/1999	7/15/2017	\$364,000	Exempt	\$17,740.00	\$354.80	\$18,094.80
2991	Lost Lake Fire	11/15/2003	11/15/2022	\$1,450,000	Exempt	\$75,000.00	\$11,550.00	\$86,550.00
2987	Norris Property	7/15/2001	7/15/2019	\$750,000	Exempt	\$38,700.00	\$4,564.00	\$43,264.00
2981	Senior Center	7/15/1999	7/15/2016	\$151,110	Exempt	\$0.00	\$0.00	\$0.00
2983	Town Hall	7/15/1999	7/15/2017	\$2,500,000	Exempt	\$114,760.00	\$2,295.20	\$117,055.20
2912	Center Fire Station	4/18/2013	6/30/2035	\$7,730,000	Exempt	\$305,000.00	\$150,612.52	\$455,612.52
					Total Exempt	\$892,210.00	\$205,609.22	\$1,097,819.22
2990	Fire Truck	11/15/2003	11/15/2016	\$485,000	Non-Exempt	\$0.00	\$0.00	\$0.00
2994	Project Eval	11/1/2003	2/1/2024	\$330,000	Non-Exempt	\$10,950.00	\$1,894.83	\$12,844.83
2986	Shattuck Property	7/15/2001	7/15/2019	\$500,000	Non-Exempt	\$25,440.00	\$3,013.30	\$28,453.30
					Total Non-Exempt	\$36,390.00	\$4,908.13	\$41,298.13
Summary	for General Fund				Total for General Fund	\$928,600.00	\$210,517.35	\$1,139,117.35
GELD								
2995	GELD- Transformer	7/15/2001	7/15/2019	\$750,000	Non-Exempt	\$37,350.00	\$4,390.00	\$41,740.00
2998	GELD- Headqtrs.	8/1/2014	11/1/2033	\$2,000,000	Non-Exempt	\$85,000.00	\$54,650.00	\$139,650.00
Summary	for GELD				Total Non-Exempt for GELD	\$122,350.00	\$59,040.00	\$181,390.00
CPC								
012	Surrenden Farm	7/6/2007	12/15/2021	\$5,015,000	Non-Exempt	\$405,000.00	\$71,721.88	\$476,721.88
Summary	for CPC				Total Non-Exempt for CPC	\$405,000.00	\$71,721.88	\$476,721.88
Sewer								
ID	Name	Issued	Matures	Orig Amt	Exempt/ Non-Exempt	Principal	Interest	Total
2910	Boston Road	10/26/2007	10/1/2025	\$310,940	Non-Exempt	\$16,647.50	\$5,951.49	\$22,598.99
2911	Old Ayer Rd	10/26/2007	10/1/2025	\$155,960	Non-Exempt	\$8,352.50	\$2,986.01	\$11,338.51
9994	Project Eval	11/1/2003	2/1/2024	\$330,000	Non-Exempt	\$4,050.00	\$700.83	\$4,750.83
Summary	for Sewer				Total Non-Exempt for Sewer	\$29,050.00	\$9,638.33	\$38,688.33
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 TitleV	\$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	\$62,035.00	\$13,950.84	\$75,985.84
2909	Water System	11/23/2004	8/1/2024	\$4,417,366	Non-Exempt	\$235,000.00	\$46,233.72	\$281,233.72
Summary	for Water				Total for Water	\$297,035.00	\$60,184.56	\$357,219.56
					FY18 Totals-	1,792,435.00	\$411,102.12	2,203,537.12

## **REPORT OF THE TAX COLLECTOR - JULY 1, 2017 TO JUNE 30, 2018**

	<b><u>Collected (a)</u></b> <b><u>During Fiscal 2018</u></b>	<b><u>Uncollected @</u></b> <b><u>June 30, 2018</u></b>
<b><u>2018</u></b>		
Real Estate	30,390,380	164,086
Community Preservation Act	694,030	2,773
Water District	117,551	-
Personal Property	410,978	259
Motor Vehicle Excise	1,530,627	111,222
<b><u>2017</u></b>		
Real Estate	256,632	13,946
Community Preservation Act	5,429	256
Water District	2,852	-
Personal Property		1,335
Motor Vehicle Excise	291,819	12,565
<b><u>2016</u></b>		
Real Estate	39,083	3,067
Community Preservation Act	751	-
Water District	232	-
Personal Property	-	742
Motor Vehicle Excise	8,899	4,538
<b><u>2015</u></b>		
Real Estate	4,212	905
Community Preservation Act	87	-
Water District	-	-
Personal Property	840	857
Motor Vehicle Excise	1,295	3,370
<b><u>2000-2014</u></b>		
Personal Property	-	355
Motor Vehicle Excise	942	29,615
<b>TOTALS</b>	<b>33,756,637</b>	<b>349,891</b>

(a) Net of refunds

### **Other Selected Tax Collector Data:**

Demands, Interest, Fees	243,270
Payments In Lieu of Taxes Collected	279,194
Tax Title Collections	429,547
Tax Deferral Collections	136
Scholarship Donations Collected	9,835
Water/Sewer Liens Collected	2,657
Electric Liens Collected	10,666
Municipal Lien Certificates Fees	16,650
Tax Title Account Balances	330,165
Taxes in Deferral Balances	195,050
Tax Possessions Balances	45,452

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](mailto:veteran@townofgroton.org)

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The Veterans' Services Officer (VSO) function continues to support the Town's veterans and their families, a role I have filled 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 [first half of 2018] or Center Fire Station [second half of 2018] 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.

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 maintained four open cases this past year with benefits being paid to veterans and widows. Like last 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](mailto:veteran@townofgroton.org), or call me at (978)448-1175. I encourage all veterans to contact me for benefits information, regardless of when you served and whether or not you think you need benefits at this time.

Respectively submitted,

Robert Johnson  
Veterans' Services Officer



## **ZONING BOARD OF APPEALS**

Margot Hammer, ZBA Office Assistant

Wednesday Meetings as posted

Tues – Thurs 10am -3pm

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

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

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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 13 times to consider 20 applications in 2018. There were 15 special permit applications, 11 of which were granted, with one denied, one withdrawn and two pending. The special permit applications consisted of alterations of non-conforming structures, a veterinary clinic, retail/gas sales, an office in an R-B zone, conversion of retail to residential use and the parking of cars on a vacant lot. The variance requests were from setbacks and four shared driveways, all of which were granted. There were two appeals of decisions of the Building Inspector: one was a stop work order and the other was an appeal of no parking on a vacant lot. Both were withdrawn.

- ❖ Variances – 3
- ❖ Special Permits – 15
- ❖ Appeals – 2

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**  
**Great Pond Advisory Committee**  
**Greenway Committee**  
**Historical Commission**  
**Invasive Species Committee**  
**Local Cultural Council**  
**Old Burying Ground Commission**  
**Town Forest Committee**  
**Trails Committee**  
**Williams Barn Committee**

## **AFFORDABLE HOUSING TRUST**

Fran Stanley, Housing Coordinator  
(978) 732-1393

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

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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.

At Boynton Meadows, all three affordable units have been built and sold. The project is nearly finished.

The Affordable Housing Trust is exploring and looking at other opportunities such as building mixed income housing at the municipally owned Groton Country Club as well as other proposals.

The Affordable Housing Trust welcomes ideas from the public.

Respectfully submitted,

Stuart M. Schulman, Chair  
Sheila Julien, Vice Chair  
David A. Wilder, Treasurer  
Colleen A. Neff, Member  
Joshua A. Degen, Member



Lily Pads at Baddacook Pond  
Photo by Kiirga Paananen

## **CABLE ADVISORY COMMITTEE**

Bob Colman, Cable Supervisor

(978) 448-3796

[info@thegrotonchannel.org](mailto:info@thegrotonchannel.org)

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### **CAC Role**

The Groton Cable Advisory Committee (CAC) 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 2018, our two access channels aired almost 800 new local programs.

### **Broadcasting Improvements**

In 2019, the CAC and The Groton Channel (TGC) worked with Verizon to upgrade the live feed from Town Hall to our Studio in the High School. TGC also installed a new three-camera, high definition video and audio switcher system in the second floor meeting room of Town Hall. With those improvements, all programs by the Groton Channel and the Groton Government Channel are now completely produced in high definition.

### **Online Viewing And Social Media Access**

Anyone with an Internet connection can watch any of the Groton-produced programs through our website, [www.thegrotonchannel.org](http://www.thegrotonchannel.org) at any time, from anywhere. TGC is also on Facebook, Twitter, and Instagram. TGC also has a special Facebook page, "Groton Channel Newsflash," which serves as an online news feed. In 2018 TGC began producing "Select Board Wrap-Ups" to provide residents with a summary of the weekly meetings. TGC also now exports Select Board Meetings to YouTube, to take advantage of the automatic Closed Captioning provided there.

### **Video Production Workshops**

TGC continues to offer inexpensive workshops in Video Production to help any Groton resident produce his/her own television program or series. (Importantly, TGC can always use more volunteers to help with the programming it already produces.)

If you have any questions, please email [info@thegrotonchannel.org](mailto:info@thegrotonchannel.org), or call (978) 448-3796.

Cable Advisory Committee:

Neil Colicchio  
Eric Fischer  
Dave Melpignano  
John Macleod  
Robert Piche  
Janet Sheffield



## **COMMISSION ON ACCESSIBILITY**

Michelle Collette, ADA Coordinator  
Meetings 2<sup>nd</sup> Monday, every other month  
(978) 448-1111 Fax: (978) 448-1115  
[mcollette@townofgroton.org](mailto:mcollette@townofgroton.org)

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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 (AAB) Regulations, 521 CMR.

The Commission meets on the second Monday, every other month. Meetings are usually held at the Groton Commons Community Room, 74 Willowdale Road, to simplify transportation issues for members. On occasion, the Commission meets at the Town Hall so please check the meeting postings on the Town's website.

The Commission continues to consider and resolve accessibility issues in accordance with the Town's Americans with Disabilities Act (ADA) Policy adopted by the Board of Selectmen in January 2016. Concerns or complaints on accessibility issues should be directed to the ADA Coordinator by contacting the Town Manager at 978-448-1111 or the Human Resources Director at 978-448-1145.

The Commission spent most of 2018 working with the Northeast Independent Living Program (NILP) to update the Town's ADA Self Evaluation/Transition Plan prepared in 1996. The Commission and NILP evaluated ten Town-owned buildings including the Center Fire Station, Country Club, Electric Light Department, Legion Hall, Lost Lake Fire Station, Police Station, Prescott School, Public Library, Town Hall, and Transfer Station. The study included recommendations and deadlines for necessary improvements to bring the Town facilities into compliance with ADA and AAB requirements. The results are on file in the Town Clerk's office, the Land Use Department, and on the Town's website.

As part of the Self-Evaluation/Transition Plan, the NILP conducted a one-day training session for Town employees and volunteers. The Commission would like to thank those who participated in this informative program. The Commission also thanks the Town Department Heads for their assistance in preparing the plan and in its implementation.

Respectfully submitted,

Ellen Baxendale Chairman  
Robert Fleischer  
Carol Ann Sutton  
Anna Vega

William Barron  
Mark Shack  
Alan Taylor  
Michelle Collette, ADA Coordinator

## **COMMUNITY PRESERVATION COMMITTEE**

Sammie Kul, Interdepartmental Assistant  
Meetings: 2<sup>nd</sup> and 4<sup>th</sup> Mondays of the Month  
(978) 448-1140 Fax: (978) 448-1113  
[communitypreservation@townofgroton.org](mailto:communitypreservation@townofgroton.org)

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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 <http://www.townofgroton.org/>). The CPC is continuously looking for opportunities to increase awareness around the CPA and its beneficial impact on the community. The Town of Groton collected a combined \$883,258 in funds from the local surcharge, state fund match, and interest during FY 2018. We expect \$868,460 including the state match of \$197,460 in FY 2019.

### **CPC Projects Closed Out in 2018**

- Milestone Engraving - To continue historic mile marker restoration with resetting, etching and cleaning - CPC Request: \$17,000
- Williams Barn - To repair and stabilize the north foundation wall - CPC Request: \$45,000
- 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

### **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
- Groton Housing Coordinator Salary - To create and retain affordable housing - CPC Request: \$43,506
- GHC Monuments Restoration - To repair fifty-six (56) historic commemorative monuments throughout the Town - CPC Request: \$38,000
- Friends of Prescott - Fire suppression improvement and handicapped improvements to the Prescott School - CPC Request: \$165,071
- National Register, Old Meeting House - National Register Nomination - CPC Request: \$7,800
- Baddacook Pond Restoration - Environmentally restore Baddacook Pond - \$200,000

### **Projects Approved for FY 2019**

- Groton Housing Coordinator Salary - To create and retain affordable housing - CPC Request: \$45,593.
- Prescott School upgrades - Automatic sprinkler system and handicap door openers - CPC Request: \$275,330.
- JD Poor Murals - Preservation of the JD poor murals - CPC Request: \$18,000.
- Baddacook Pond Restoration - Continue to environmentally restore Baddacook Pond - CPC request \$140,000.
- Duck Pond Restoration - Restore Duck Pond - CPC request \$49,000.

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: Brooks Lyman and Richard Hewitt



## **CONDUCTORLAB OVERSIGHT COMMITTEE**

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

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**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 2018:** In 2009, Honeywell and AMEC Foster Wheeler (now Wood E&IS), 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 2014-2018 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.) In 2019: (1) Honeywell representatives propose a targeted remediation to eliminate the source of the high Cr+6 levels in stream water. (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 Wood E&IS representatives to review ongoing monitoring data and site closure documents. Honeywell anticipates achieving closure in 2020 after demonstrating the No Significant Risk condition. After closure Honeywell will market the property with appropriate use limitations (AUL).

## **GRAVES REGISTRATION OFFICER**

Deborah Beal Normandin, Graves Registration Officer

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I place the American Flag on the deceased Veteran's grave at the time of his burial. The flag holder denotes which war they fought in. The Veterans who fought during peacetime have a flag holder that says US Veteran.

This year in 2018, the following Veterans were interred in the Groton Cemetery:

- |                       |                           |
|-----------------------|---------------------------|
| • Thomas Hartnett     | Army, Peacetime, 1955-57  |
| • Donald Wiekell, Jr. | Marine Corps, Vietnam     |
| • Robert Crowley      | Army, Vietnam             |
| • Richard Gamester    | Marine Corps, Korea       |
| • Albert Bernard      | Navy, Korea               |
| • Raymond Herman, Jr. | Air Force, Korea          |
| • Barbara E. White    | Marine Corps, WWII        |
| • Leslie White        | Marine Corps, WWII        |
| • Michael C. Jones    | Coast Guard, Peacetime    |
| • Michael Boyd        | Marine Corps, Afghanistan |
| • Robert Borden       | Navy, Korea               |
| • James Williams, Sr. | Navy, WWII                |
| • Joseph Gamester     | Army, Vietnam             |

American Flags are placed in all the graves of all the Veterans who were buried in the Town of Groton. The flags are displayed for Memorial Day are not taken in until after Veterans Day. The Town commons are also decorated.

Respectfully submitted,

Deborah Beal Normandin



"Wreaths Across America  
December 15, 2018"

Photo submitted by Eleanor Gavazzi



## **GREAT POND ADVISORY COMMITTEE**

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### Members:

James Luening – Chair	Francoise Forbes
Alex Woodle – Vice Chair	Marshall Giguere
George Wheatley – Treasurer	Remi Kaleta
Art Prest	

The Great Ponds Advisory Committee (GPAC) is responsible to research the history of weed management at the lakes, investigate current weed management methodology, mindful of the lake's proximity to the primary water resource district and make appropriate recommendations to the Select Board regarding weed management of Lost Lake and Knops Pond and is also charged with researching issues of lake management that relate to health, safety, water quality, environmental protection and the preservation and protection of property values of the Great Ponds located within Groton and make recommendations to the Select Board in order to provide for a balanced targeted usage appropriate for each water body's unique situation.

On Lost Lake and Knops Pond, the GPAC continued to work with the Groton Lakes Association on spot treatments for invasive weeds, such as Curly leaf, Milfoil and Fanwort, as well as overall water quality. Lake residences have been very happy with lake management and water quality since the initial Sonar treatment in 2013. The GPAC added a layer to the Groton Geo-Map delineating the Lost Lake / Knops Pond Watershed.

On Baddacook Pond, Year 2 out of a 3 year Pilot program was completed to test mechanical control of invasive weeds. Weed harvesting was effective for whole lake minimal control. With Harvesting, this is the level of control that can be expected. Hydro-raking was effective in clearing areas of dense bio-mass. However, hydro-raking was not effective against typical invasive weed areas and weeds quickly returned. Abutters and boaters reported that the pilot program has been a very positive improvement. Water quality testing was performed at Baddacook which came back very positive.

On Duck Pond this year, an aeration system was installed to improve depth by reducing bottom muck. The 1st year was successfully completed. Rakes were purchased for clearing weeds.

Porta-pottys were placed at the boat launches, on Lost Lake and Baddacook Pond, for the second year. Many lake users have expressed appreciation. 500 brochures were purchased to advise households on living within a watershed good practices.



Northeast Cove – Before Hydro-raking



Northeast Cove – After Hydro-raking

## **GREENWAY COMMITTEE**

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The Groton Greenway Committee is an advisory committee created in 1989 to protect river and stream frontage in Groton, particularly along the Nashua and Squannacook Rivers for water quality, natural flood control, wildlife habitat, wildlife corridors and recreational trail connections. We seek to raise awareness, educate, and invite townspeople to 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
- Promote usage and provide stewardship for the greenways

### **Activities During the year 2018**

- Held the 2018 Nashua River Festival, which included acts such as the Pebble Bottom River Kids, Native American dancing, and the crowd favorite cardboard canoe races.
- Worked with Massachusetts Division of Fisheries and Wildlife to identify opportunities to protect ecosystems and increase biological diversity along the Groton greenways.
- 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.
- Provided support and 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.
- Provided input to the draft 2019 Groton Open Space & Recreation Plan.

### **Goals for the year 2019**

- Hold 2019 River Festival on June 9 at the Petapawag Boat Launch  
<https://www.facebook.com/GrotonGreenwayRiverFestival/>
- Continue dialog with landowners on protecting riverfront property.
- Continue to work with Massachusetts Fisheries and Wildlife Division to identify and promote opportunities to protect ecosystems and increase biological diversity along the Groton greenways.
- 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 2019 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.
- Provide input to the draft 2019 Groton Open Space & Recreation Plan.

Respectfully,

The Groton Greenway Committee  
Adam Burnett, Chair  
Carol Coutrier  
Carole Greenfield  
Marina Khabituyeva  
David Pitkin



Fitch's Bridge - Photo by Charlene Legge



## **HISTORICAL COMMISSION**

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The Historical Commission in 2018 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 review period was extended from 6 months to 18 months by a vote at Fall Town Meeting in October 2018.
- The Historic Commission did not file any additional CPA applications for FY 2020-2021. The committee is continuing to work with other applicants for CPA funding of historic projects throughout the Town.
- Our FY 2016-2017 CPA application for the restoration of historic monuments in the Town of Groton continues. The Committee anticipates this project will be complete in the Summer of 2019.
- The committee supported and worked with Al Collins/Groton History Center and the Indian Hill Music Association on their CPA funded project to move several murals painted by J.D. Poor (related to Rufus Porter) from Prescott House to The Groton Inn.
- The committee continues to work 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.

2018 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 2019, there will be no shortage of opportunities for the committee to continue its efforts to preserve the historic assets of Groton.



## **INVASIVE SPECIES COMMITTEE**

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Chair: Brian Bettencourt

Members: Adam Burnett, Richard Hewitt, Olin Lathrop, Greta Marks-Strouble

Major projects accomplishments in 2018:

- Emerald Ash Borer (*Agrilus planipennis*) efforts:
  - Hosted public presentation (with MA DCR expert) on the Emerald Ash Borer
    - Well attended; educational materials, speaker fostered discussion
  - Took baseline data and logged 13 ash trees in the Petapawag Picnic Area for possible Emerald Ash Borer control efforts
  - Set up iNaturalist (web/phone app) project for tracking ash trees and emerald ash borer in Groton
- Continued to monitor unusually large chestnut trees in town for possible selection as seed stock for blight-resistance efforts
- Continued to work with Conservation Commission on invasives in the Eliades Conservation Area
  - Control efforts focus on Autumn olive (*Elaeagnus umbellata*) and Common reed (*Phragmites australis*)
- Treated black swallowwort (*Cynanchum louiseae*) with herbicide in the Shattuck Homestead Conservation Area and along the public right of way of Martins Pond Road in the same area
- Created new public educational brochures for Japanese barberry (*Berberis thunbergii*) and Multiflora rose (*Rosa multiflora*)
  - Total number of brochures: 5 (different species)
  - All brochures available on the Committee website
  - Maintained presence at RiverFest; distributed numerous brochures
  - Supplied bulk copies of brochures to third parties to distribute, such as New England Forestry Foundation
- Selected Town land on Nod Road as the study site for Japanese knotweed (*Fallopia japonica*) treatments
  - Obtained the necessary permissions
  - Treatments planned for 2019
- Continued growing red mulberry trees from cuttings obtained at the Arnold Arboretum
  - Goal: replace invasive white mulberries in town

## **LOCAL CULTURAL COUNCIL**

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The Groton Cultural Council seeks to support a wide variety of arts programming in the community to serve all the citizens from toddlers to seniors. In the past we have contributed to musical events, humanities programs, lectures, art shows, history exhibits, and environmental activities, among many others.

For the year 2018, the State of Massachusetts awarded \$5,100 in funds to the Groton Local Cultural Council for distribution through the Massachusetts Cultural Council. Twenty applications totaling \$8,753 in grant requests were reviewed, and fourteen applications were granted all or a portion of the amount requested for a total of \$5,448. These individuals/groups include:

<b>Applicant</b>	<b>Project Title</b>	<b>Decision</b>
New England Brass Band	Joint Concert with Lawrence Academy	\$500
Linda Hoffman	Plein Air Poetry Chapbook 2018	\$100
Discovery Museum	Open Door Connections: Groton	\$250
The Sizer Foundation/Parker	A Mid-Summer Night's Dream	\$300
Nashoba Valley Concert Band	NVCB Concert in Groton	\$250
Fitchburg Art Museum	84th Regional Exhibition of Art & Craft Show	\$300
Janet Applefield	Combatting Hate and Prejudice	\$350
Rita McKinley	Women of Note Concert Series	\$400
Gregory Maichack (GPL)	Sail Away on the Craft of Pastel Painting	\$498
Jon Swift/Dunstable Theatre	Don't Dress for Dinner	\$500
Natya Nostalgia	Indian Dance for All	\$500
Indian Hill Music Inc.	Bach's Lunch Concert Series	\$500
Nashoba Valley Chorale	Emerging Artists Initiative	\$500
Groton Greenway	River Festival	\$500

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?

Current membership for the upcoming year include:

Chair: Ray Ciemny  
Secretary: TBD  
Treasurer: Jenny Cooper  
Dave Zeiler  
John Wiesner  
Christine Brooks  
Student Rep: TBD

The Council met November 27, 2018 to finalize decisions on grants for FY2019. The annual report was filed with the Massachusetts Cultural Council on January 3, 2019 and can be found at [www.mass-culture.org](http://www.mass-culture.org).

Respectfully submitted,

Karen Riggert, GCC Treasurer (Outgoing)

## **OLD BURYING GROUND COMMISSION**

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It was another busy year for the Old Burying Ground Commission with unexpected happenings in the Old Burying Ground. The OBG proved again to be an invaluable resource for researchers and history buffs.

January and February were relatively kind to the OBG with no major tree damage. Sadly though the headstones of Susanna Kemp Parker d. 1753 and Deborah Bowers Amaes (Ames) d.1782 had sustained damage due to the ravages of time and weather. Portions of each headstone have broken off and both stones are in need of conservation. You can view both these headstones in before and after condition on the Find A Grave website <https://www.findagrave.com/> We would like to thank Jack Parker for photographing and submitting images of all the headstones within the OBG to the Find A Grave website. We are fortunate to have this imagery up online and available for everyone to utilize.

In March we were made aware that the S.A.R. flag holder missing from Revolutionary War Patriot Capt. Joshua Bentley's gravesite was making its way back to the OBG. For those of you who may not know Capt. Joshua Bentley he was a personal friend of Paul Revere and he rowed Revere across the Charles River in the early hours of April 19, 1775 so Revere could make his famous ride! John M. Raya of the Michigan Society Sons of the American Revolution was on vacation in Mesa, Arizona in May of 2017 when he discovered the flag holder in a military antiques store. This flag holder had been perhaps missing for up to seven decades! It was originally found in a shed behind a trailer in Mesa, AZ. Mr. Raya promptly purchased it and contacted the OBG Commissioners for verification and plans were made to return it to Capt. Joshua Bentley's grave within the OBG. In early April Fox 25 News Boston visited the OBG and televised the story as a local interest piece gearing up for Patriot's Day.

By mid-April we were contacted by the Massachusetts Sons of the American Revolution to plan a rededication ceremony for Capt. Joshua Bentley's S.A.R. flag holder. M.S.S.A.R. State President John A. Cunningham and Col. Henry Knox Color Guard Commander Robert Bossart met us in the OBG to plan the rededication event. The Michigan Society Sons of the American Revolution planned to send representatives to accompany the flag holder back to Groton.

On May 5th the rededication of Capt. Joshua Bentley's S.A.R. flag holder took place with representatives of the Mass. S.A.R., Michigan S.A.R., Col Henry Knox Color Guard, Sixth Middlesex Minutemen, the Groton Minutemen, the Acton Minutemen, M.S.D.A.R., M.S.C.A.R., our special guest the descendant of Capt. Joshua Bentley, Helen Donnelly Davis, OBG Commissioners, and other history enthusiasts! We would like to thank Ashley Doucette from The Groton Channel for documenting this event for us. It was wonderful to honor such an American Patriot and Hero! On Memorial Day flags were placed on all graves of known Veterans within the OBG, thank you Bill Gavazzi and Edward Bowes. The list of Veterans continues to expand as more research is completed.

In June and July many researchers visited the OBG some were doing family history others were appreciating the artistic merit of the headstones. On a very hot July 4th we had the pleasure of meeting Lucas McAdams who was visiting the gravesite of Capt. Job Shattuck with his father, and Larry Wright and his daughter Darcy who were visiting their ancestor Lieutenant Benjamin Lawrence's gravesite. With the heavy rains we had in August a number of the headstones received a natural cleaning from Mother Nature!

In September we received news that a film production company wished to utilize the ambience of the OBG to film some scenes for the soon to be released movie "Little Women." After assuring us that nothing invasive or damaging would occur within the OBG permission was given to film in October. After filming, a \$2500.00 donation was made by the production company toward a replacement monument for Capt. Joshua Bentley. The M.S.S.A.R. made a \$500.00 donation to be used only for the replacement of this marker as well. A special "Joshua Bentley" account was established through the Groton Town Accountant's office where other such donations may be submitted.

In December ninety wreath donations were made through "Wreaths Across America" to honor some of the Veterans in the OBG. Thank you to all of you who donated through Groton's Facebook page. A special thanks to Deb Jefferson and Don Black for helping see this to fruition. A thank you to all of you who helped place the wreaths on December 15th as well!

We are looking forward to another history filled year in 2019!

Respectfully submitted,  
Eleanor Gavazzi & Amanda Gavazzi  
Old Burying Ground Commissioners



## **TOWN FOREST COMMITTEE**

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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.

2018 was a quiet year in the Forest.

The 21st Annual Town Forest Trails Race was held this year.

The Northbridge Hounds of Concord, Massachusetts held a few mock fox hunts.

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

Two large dead trees were removed at the entrance to the Forest.

The committee denied a citizen request to allow electric mountain bikes.

Fire roads within the forest were cleared of downed trees, and trails were maintained by the Groton 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



Fall in Town Forest  
Photo Courtesy of Kiirga Paananen

## **TRAILS COMMITTEE**

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During 2018, a total of 21 volunteers, including Groton Trails Committee (GTC) members, assisted with our trail maintenance projects. A total of 285 person-hours of effort was expended, with 14 % of this by the supervised volunteers.

The GTC performed over 139 different projects. Many involved removing a large number of trees that fell across our town's trails over the course of the year. The larger projects included major maintenance of the trail corridors in the Harry Rich State Forest, Groton Town Forest, McLain's Woods, Fitch-Woods, Sorhaug, and Walker parcels.

The GTC helped the Friends of the Nashua River Rail Trail on their clean-up day on December 1st. The junction markers and trail race markers in the Town Forest were replaced. The trails in Phoebe Keyes Woods were reopened following a timber harvest by the New England Forestry Foundation. A new trail was developed on the Marion Stoddart Trail Easement off Long Hill Rd.

This year three Boy Scouts did projects for their Eagle Rank, in coordination with the GTC.

- Matt Wong - Developed an Android geofencing application called GTN Tracker that provides information about points of interest along the trails in seven parcels. The user is notified when they approach each point of interest.
- Max Prescott - Built a horse/pedestrian bridge over a stream in the Groton Hills Conservation Area.
- Cole Pisani - Built bog bridges over wet areas of the trail near the bridge Max Prescott built.

The GTC led 24 public guided hikes with a total of 191 participants. Some of these events were co-sponsored with the Appalachian Mountain Club or the Town's adult education program at Prescott School. The events were held during all seasons of the year.

The GTC continued its initiative to install directional signs at strategic intersections in larger, more complicated conservation parcels. The signs provide directions and mileages to other nearby destinations and this year they were developed for the Groton Hills and Sawtell Conservation Areas.

The GTC continued to improve the grotontrails.org website. Interactive maps for the Town Forest and other long walking routes in Town were added. Also, maps were updated with printable pdf files, and new photos and activity descriptions were attached to maps.

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 third year the GTC has participated in the regional Hidden Treasures program.

The GTC was represented by Steve Legge on Groton's Complete Streets Committee, which obtained state grant funding for construction of four projects to improve the safety of pedestrians, bicyclists, and equestrians in the town this year. The projects included extensive crosswalk improvements on Main Street and completion of a sidewalk on Long Hill Road from Riverbend Drive to the Groton Place conservation area along the Nashua River (including a signaled crosswalk across Rte 225). Also, two bicycle repair stations were installed on the Nashua River Rail Trail, and solar powered speed control signs were placed on six strategic roads throughout the town where bicyclist and pedestrian safety were at issue.

The Massachusetts DOT completed sidewalk extensions of 0.4 miles on each side of the town center on Main Street and Boston Road in December of this year. As a consequence, the center of town and the Nashua River Rail Trail were connected to the Mill Run Plaza enabling safer pedestrian, equestrian and bicycle access to Fitch's Bridge and West Groton via Gratuity Road. The Fitch's Bridge replacement (June 2013) was the culmination of many years of effort by the Greenway Committee to provide a safe and serene passage over the Nashua River. It represented the GTC's single most important and sought-after trail linkage in the town, connecting West Groton with the rest of Groton and the town center. This year's sidewalk extension is the final link in this plan.

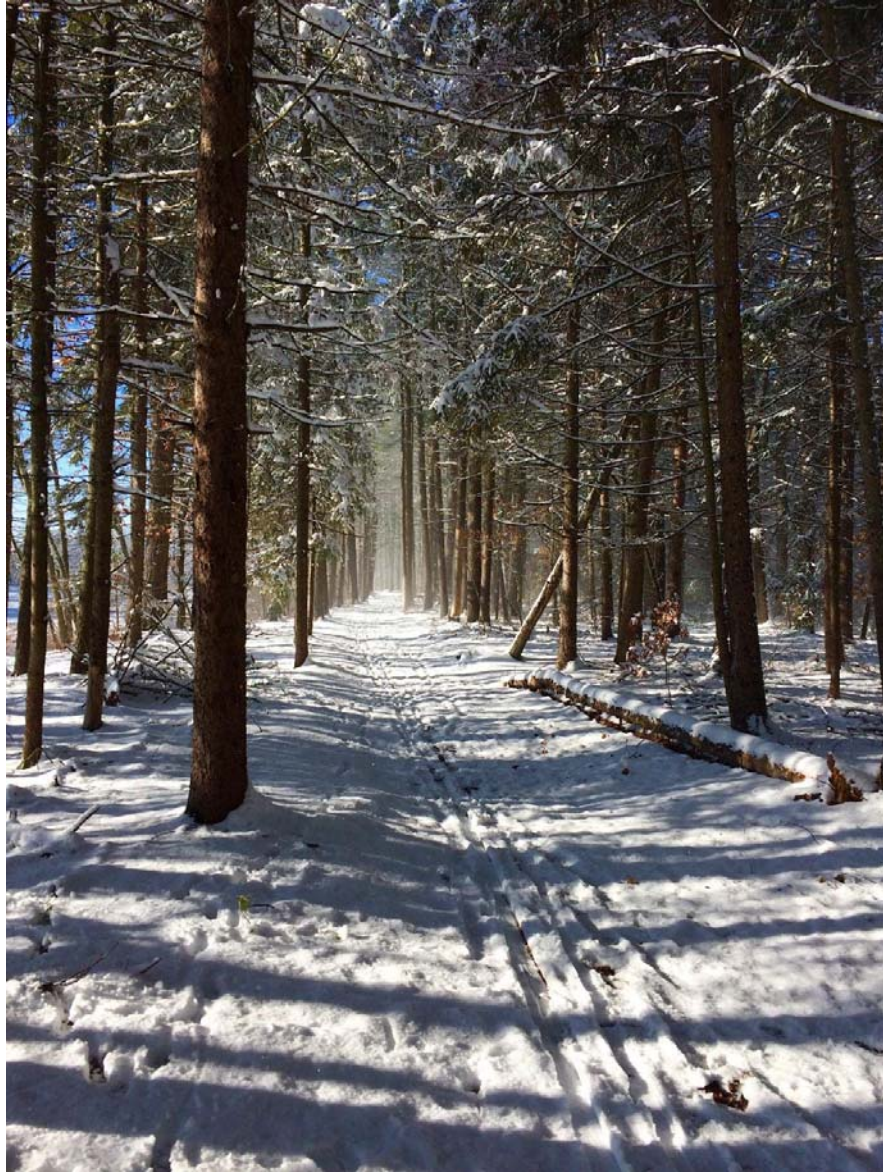


The GTC participated in the Annual Groton Greenway Festival celebration at the Petapawag site on the Nashua River on June 10th as well as at Grotonfest on September 29th, meeting with many interested members of the public. The GTC also assisted the Squannacook River Runners in their operation of the 21st Annual Groton Town Forest Trail Races on October 14th, in which many Groton citizens participate. A special (hiking) towel was designed and offered for sale to the public this year, celebrating the Trails Committee's first 20 years.

Dave Burnham, Tim Newman, Dan Patnaude, and Darcy Schultz, resigned from the GTC this year. Dave was on the Committee for five years. We will miss them, and their contributions to the GTC. New members joining this year were Kevin Barrett, Jonna Branigan, Ryan McMeniman, and Kiirja Paananen.

Respectfully submitted,

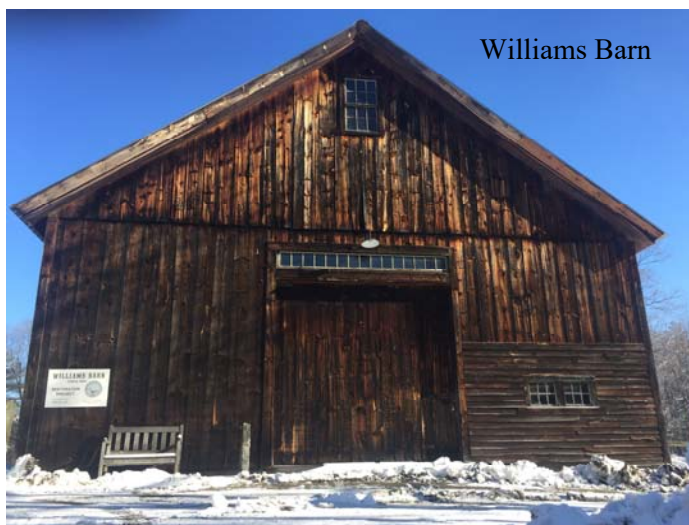
Kevin Barrett  
Jonna Branigan  
Paul Funch, Chair  
Olin Lathrop  
Steve Legge  
Wanfang Murray  
Ryan McMeniman, Clerk  
Bob Ordemann, Vice Chair  
Kiirja Paananen  
Jim Peregoy  
Jason Remillard



JHR State Forest in the Winter  
Photo Courtesy of Kiirja Paananen

## **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 2018 we hosted,



Williams Barn

### **Third Grade Field Trips**

All third graders from Prescott School and Swallow Union enjoyed a field trip to the Williams Barn on June 4-5. Students churned butter, designed a quilt, played 19th century children's games, they learned from craftsmen Uwe Tobies about timber-framing, Johnathan Snaith did barrel making (cooper.) Celia Silinonte and the women's club made possible, a visit to Sawtelle school house, it was a huge hit.

### **Farmers Market at the Williams Barn**

Fridays July 6 - October 7, the Market offered live music supported by the Groton Lecture Fund. A seasonal lineup can be found at [www.grotonfarmersmarket.org](http://www.grotonfarmersmarket.org). A Thanksgiving Market on November 17, included local farmers, crafts and artists, music was supplied by, Back to the Garden. All proceedings from the raffle went to the Brad Smith Memorial Scholarship.

### **Social Media Internship**

A GDHS student was awarded a grant from the Pete Bertozzi trust fund to help us with social media and our day to day operations.

### **Groton Women's Club Winter Greens Sale and Colonial Days**

May 5, The Womens Club presented a day on the farm in 1840 Groton. December 8, was their infamous greens sale. All their proceeds go to Groton scholarships.

### **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 Historical Center**

August 25, was the GHC Farm to Brew fund raiser, guest speaker was John Ott.

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 30, 2018

## **Fall Town Meeting Warrant/Minutes**

October 1, 2018

## **Special Town Meeting Warrant/Minutes**

October 1, 2018

## **Election Results**

May 22, 2018 Annual Town Election Results

September 4, 2018 State Primary Election Results

November 6, 2018 State and Special Town Election Results

## **Town Accountant Financials**



# **MINUTES**

## **TOWN OF GROTON**



## **2018 SPRING TOWN MEETING**

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

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

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Attention – Voters and Taxpayers

**Please bring this Report to Town Meeting**

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



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

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

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

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

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

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

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

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

## **SPRING TOWN MEETING MINUTES APRIL 30, 2018**

**Town Moderator:**

Jason Kauppi

**Deputy Moderator**

Stuart Schulman

**Board of Selectmen:**

Joshua Degen, Chair  
Alison Manugian  
Barry Pease, Vice-Chair  
Jack G. Petropoulos  
Becky Pine

**Finance Committee:**

Gary Green, Chairman  
Lorraine Leonard  
David Manugian  
Arthur Prest  
Bud Robertson  
Scott Whitefield

**Town Manager:**

Mark W. Haddad  
Dawn Dunbar, Executive Assistant

**Town Clerk:**

Michael F. Bouchard

The meeting was called to order at 7:01 PM. Mr. Jason Kauppi presided as Moderator. There is no quorum requirement. 214 attendees were present at 7:01. Later in the first session of the meeting, 379 voters were in attendance.

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

Mr. Degen spoke to recognize Chief Donald Palma. Chief Palma has been the police chief for 10 and one-half years, and is retiring May 31. The Meeting applauded its appreciation.

Police Chief Donald Palma led the Meeting in a Pledge of Allegiance.

The Meeting unanimously consented to appoint Stuart Schulman as Deputy Moderator. Town Clerk Michael Bouchard administered the oath of office.

**A MOTION** was offered by Michelle Collette 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

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 unanimous vote.

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## SPRING TOWN MEETING MINUTES APRIL 30, 2018

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

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Monday, the thirtieth day of April, 2018 at Seven O'clock in the evening, to consider all business other than the election of Town Officers and on the twenty-second day of May, 2018 at an adjourned session thereof to give their ballots for:

Vote for One	Board of Assessors	3 Years
Vote for One	Board of Health	3 Years
Vote for One	Board of Selectmen	3 Years
Vote for One	Commissioner of Trust Funds	3 Years
Vote for One	Commissioner of Trust Funds	2 Years
Vote for Two	Groton-Dunstable Regional School Committee	3 Years
Vote for One	Groton Electric Light Commission	3 Years
Vote for One	Park Commission	3 Years
Vote for Three	Planning Board	3 Years
Vote for One	Sewer Commission	3 Years
Vote for Two	Trustees of the Groton Public Library	3 Years
Vote for One	Water Commission	3 Years
Vote for One	Groton Housing Authority	5 Years
Vote for One	Town Clerk	3 Years
Vote for One	Moderator	3 Years

### QUESTION 1:

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

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

**QUESTION 2:**

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

**QUESTION 3:**

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

**QUESTION 4:**

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

**QUESTION 5:**

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

**QUESTION 6:**

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

**QUESTION 7:**

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

**QUESTION 8:**

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

**QUESTION 9:**

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

## **ARTICLE DISPOSITIONS**

<b>Article #</b>	<b>Article Description</b>	<b>Status</b>	<b>Date</b>
<b>Article 1:</b>	Hear Reports	Passed (No Reports)	April 30
<b>Article 2:</b>	Elected Officials Compensation	Passed	April 30
<b>Article 3:</b>	Wage and Classification Schedule	Passed	April 30
<b>Article 4:</b>	Fiscal Year 2019 Annual Operating Budget	Passed	April 30
<b>Article 5:</b>	Construction Funding for a New Senior Center	Passed	April 30
<b>Article 6:</b>	Acquire Land Located at 159 West Main Street	Passed	April 30
<b>Article 7:</b>	Appropriate Funding for an Additional School Resource Officer	Passed	April 30
<b>Article 8:</b>	Citizen's Petition – School Resource Officer	Passed	April 30
<b>Article 9:</b>	Appropriate FY 2019 Contribution to the OPEB Trust	Passed	April 30
<b>Article 10:</b>	Fiscal Year 2019 Capital Budget	Passed	April 30
<b>Article 11:</b>	Install Crosswalks and Signage on Main Street	Passed	April 30
<b>Article 12:</b>	Operational Funding for Prescott School	Passed	April 30
<b>Article 13:</b>	Building Rental Revolving Fund	Passed	April 30
<b>Article 14:</b>	Accept Local Room Occupancy Excise	Passed	April 30
<b>Article 15:</b>	Amend Charter – Change Name of Board of Selectmen	Passed	April 30
<b>Article 16:</b>	Community Preservation Funding Accounts	Passed	May 7
<b>Article 17:</b>	Community Preservation Funding Recommendations (All Motions)*	Passed	May 7
	*Article 17 - Motion 2	Withdrawn	May 7
<b>Article 18:</b>	Accept Chapter 40, §8L of the General Laws	Passed	May 7
<b>Article 19:</b>	Accept NRWSRSC Stewardship Plan	Passed	May 7
<b>Article 20:</b>	Extend Temporary Moratorium on Recreational Marijuana	Passed	May 7
<b>Article 21:</b>	Amend Chapter 218 – Zoning – Recreational Marijuana	Passed	May 7
<b>Article 22:</b>	Local Option Recreational Marijuana Excise Tax	Passed	May 7
<b>Article 23:</b>	Extend Center Sewer District	Passed	May 7
<b>Article 24:</b>	Four Corners Sewer District Bylaw	Passed	May 7
<b>Article 25:</b>	Amend Chapter 139 of the Code of the Town of Groton	Passed	May 7
<b>Article 26:</b>	License Agreement – Surrenden Farms Agricultural	Passed	May 7
<b>Article 27:</b>	Accept Land Donation – Parcel 234-2-0	Passed	May 7
<b>Article 28:</b>	Accept Land Donation – Parcel 205-41-0	Passed	May 7
<b>Article 29:</b>	Citizen's Petition – Rezone Property	Passed	May 7
<b>Article 30:</b>	Citizen's Petition – Concept Plan Approval – 279 Main Street	Indefinitely Postponed	May 7
<b>Article 31:</b>	Citizen's Petition – Resolution on Political Donations	Passed	May 7
<b>Consent Agenda – Articles 32 through 42</b>			
<b>Article 32:</b>	Current Year Line Item Transfers	Passed	May 7
<b>Article 33:</b>	Appropriate Money to Offset Snow and Ice Deficit		
<b>Article 34:</b>	Transfer within the Water Enterprise Fund		
<b>Article 35:</b>	Transfer within the Sewer Enterprise Fund		
<b>Article 36:</b>	Transfer within the Cable Enterprise Fund		
<b>Article 37:</b>	Prior Year Bills		
<b>Article 38:</b>	Debt Service for Surrenden Farms		
<b>Article 39:</b>	Apply for Grants		
<b>Article 40:</b>	Establish Limits for the Various Revolving Funds		
<b>Article 41:</b>	Accept Law Increasing Real Estate Tax Exemption		
<b>Article 42:</b>	Accept Provisions of M.G.L. Chapter 59, §5		
	Budget Report of the Town Manager and Finance Committee to Town Meeting		
	Appendix A – Fiscal Year 2019 Proposed Operating Budget		
	Appendix B – Fiscal Year 2019 Wage and Classification Schedule		



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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:** Rebecca Pine

**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**

**Discussion:**   No Reports given

**Vote on Article 1 – Main Motion:**   **Passed by Unanimous Vote**

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**ARTICLE 2:           ELECTED OFFICIALS' COMPENSATION**

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

**BOARD OF SELECTMEN**

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

**Finance Committee:** *Recommended Unanimously*

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

**Mover:** Joshua Degen

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

Town Clerk               \$83,936  
Town Moderator       \$     65

for the ensuing year.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Mr. Degen explained that the Town Clerk is proposed to receive a 4% increase, and that the Clerk's health insurance contributions will increase. This increase is similar to proposals currently in negotiation with the town's unions.

**Vote on Article 2 – Main Motion: Passed by Unanimous Vote**

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**ARTICLE 3:               WAGE AND CLASSIFICATION SCHEDULE**

To see if the Town will vote to amend and adopt for Fiscal Year 2019 the Town of Groton Wage and Classification schedule as shown in Appendix B of this Warrant, or to take any other action relative thereto.

**BOARD OF SELECTMEN  
TOWN MANAGER**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

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

**Mover: Joshua Degen**

**MOTION:**     I move that the Town vote to amend and adopt for Fiscal Year 2019 the Town of Groton Wage and Classification schedule as shown in Appendix B of the Warrant for the 2018 Spring Town Meeting.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Union contracts are still in negotiation.
- Passing Article 3 will allow employees to be paid at the FY2018 rate.
- When contracts are settled, a similar article will be brought back to Town Meeting.

**Vote on Article 3 – Main Motion: Passed by Unanimous Vote**

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**ARTICLE 4: FISCAL YEAR 2019 ANNUAL OPERATING BUDGET**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum or sums of money as may be necessary to defray the expenses of the Town for the next fiscal year (2019), and act upon the budget of the Finance Committee, or to take any other action relative thereto.

**FINANCE COMMITTEE  
BOARD OF SELECTMEN  
TOWN MANAGER**

**Board of Selectmen:** *Municipal Budget Recommended Unanimously  
Regional School District Budget Recommended (4 In Favor, 1 Against – Petropoulos)*  
**Finance Committee:** *Recommended Unanimously  
Water Enterprise Recommended 5 In Favor, 1 Against (Leonard)*

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

**Article 4 - MOTION 1: GENERAL GOVERNMENT Mover: Gary Green**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$1,967,419 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. Green presented a town budget summary

**Vote on Article 4 – Motion 1: Passed by Majority Vote**

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**Article 4 - MOTION 2: LAND USE DEPARTMENTS Mover: Lorraine Leonard**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$420,324 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**

**Discussion:**

- 3.36% decrease from FY2018

**Vote on Article 4 – Motion 2: Passed by Unanimous Vote**

**Article 4 - MOTION 3: PROTECTION OF PERSONS & PROPERTY Mover: Art Prest**

**MOTION:** 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 \$3,623,359 for a total of \$3,848,359 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: Passed by Unanimous Vote**

**MOTION 4: SCHOOLS** **Mover: Bud Robertson**

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

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$557,295 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:

- Decrease in assessment driven by a reduction of 4 students attending NVTHS

**Vote on Article 4 – Motion 4 a.) : Passed by Unanimous Vote**

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

**MOTION 4 b.) A:** I move that the Town vote to raise and appropriate the sum of \$21,086,669 for the Groton Dunstable Regional School District as represented by lines 1410 through 1413 in the Budget.

### Moved and Seconded

**Quantum of Town Meeting Vote: Majority**

### Discussion:

- Marlena Gilbert, Chair of the G-D Regional School Committee presented an overview of the school district budget.
- Ms. Gilbert issued this statement as part of the presentation:

AS A POINT OF INFORMATION, ON MARCH 15 THE GROTON-DUNSTABLE REGIONAL SCHOOL COMMITTEE VOTED TO USE MONEY AVAILABLE IN ITS EXCESS AND DEFICIENCY FUND FOR THE \$750,000 COST OF A DISTRICT WIDE FEASIBILITY STUDY. THEREFORE, THE COST OF THE STUDY IS NOT INCLUDED IN THE FISCAL YEAR 2019 DISTRICT ASSESSMENT TO THE TOWNS. UNDER THE EXCESS AND DEFICIENCY FUND, THE ALLOCATION FOR THE STUDY COST IS CARRIED AT \$577,373 FOR GROTON AND \$172,627 FOR DUNSTABLE.

- Q: \$750,000 seems to be twice as expensive as would be expected.
  - R: Superintendent Dr. Chesson explained how the number was arrived and that the amount was capped. The MDBA endorses this amount. She further explained that the Feasibility Study will be reimbursed at the expected 48% rate even if the building is not built.

**Vote on Article 4 – Motion 4 b.) A – Passed by Majority Vote**

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**MOTION 4 b.) B:** I move that the Town vote to transfer the sum of \$425,425 from the Groton Dunstable Regional School District Capital Stabilization Fund as represented by line 1414 in the Budget as shown in the amended Appendix A in the Handout for this Town Meeting.

**Moved and Seconded**

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

**Vote on Article 4 – MOTION 4 b.) B – Passed by Unanimous Vote**

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**MOTION 5: DEPARTMENT OF PUBLIC WORKS**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$2,150,451 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**

**Discussion:**

- 0.64% increase over FY2018

**Vote on Article 4 – MOTION 5: Passed by Unanimous Vote**

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**MOTION 6: LIBRARY AND CITIZEN'S SERVICES**

**Mover: Scott Whitefield**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$1,624,696 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**

**Discussion:**

- 1.84% increase over FY2018

**Vote on Article 4 – MOTION 6: Passed by Unanimous Vote**

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**MOTION 7: DEBT SERVICE**

**Mover: Gary Green**

**MOTION:** I move that the Town vote to appropriate from the Excess and Deficiency Fund (Free Cash) the sum of \$272,946 and to raise and appropriate the sum of \$1,115,444 for a total of \$1,388,390 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: Passed by Unanimous Vote**

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**MOTION 8: EMPLOYEE BENEFITS**

**Mover: Bud Robertson**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$4,239,834 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**

**Discussion:**

- 10.34% increase over FY2018

**Vote on Article 4 – MOTION 8: Passed by Unanimous Vote**

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**MOTION 9: WATER ENTERPRISE**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to appropriate from Water Rates and Fees the sum of \$1,115,490 to the Water Enterprise Fund and to raise and appropriate the sum of \$160,843 in the General Fund Operating Budget to be allocated to the Water Enterprise for Fiscal Year 2019, for a total Water Enterprise budget of \$1,276,333 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:**

- 13.32% increase over FY2018

**VOTE on Article 4 – MOTION 9: Passed by Unanimous Vote**



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**MOTION 10: SEWER ENTERPRISE****Mover: David Manugian**

**MOTION:** I move that the Town vote to transfer from Sewer Enterprise Excess and Deficiency the sum of \$85,917, appropriate from Sewer Rates and Fees the sum of \$613,956, and to raise and appropriate the sum of \$28,266 in the General Fund Operating Budget to be allocated to the Sewer Enterprise for Fiscal Year 2019, for a total Sewer Enterprise budget of \$728,139 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:**

- 4.04% increase over FY2018

**Vote on Article 4 – MOTION 10: Passed by Unanimous Vote**

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**MOTION 11: LOCAL ACCESS CABLE ENTERPRISE****Mover: Jon Sjoberg**

**MOTION:** I move that the Town vote to appropriate from Local Access Cable Fees the sum of \$155,625 and to raise and appropriate the sum of \$48,524 in the General Fund Operating Budget to be allocated to the Local Access Cable Enterprise for Fiscal Year 2019, for a total budget of \$204,149 to defray all operating expenses and any reimbursements to the Town.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- -1.12% decrease from FY2018

**Vote on Article 4 – MOTION 11: Passed by Unanimous Vote**

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**MOTION 12: FOUR CORNERS SEWER ENTERPRISE****Mover: David Manugian**

**MOTION:** I move that the Town vote to adopt a Four Corners Sewer Enterprise Budget for Fiscal Year 2019 in the amount of \$31,424, and to appropriate said sum from donation revenues which have been received by the Town in support of the Four Corners Sewer Project.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 4 – MOTION 12: Passed by Unanimous Vote**

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**MOTION 13: ELECTRIC LIGHT****Mover: Jon Sjoberg**

**MOTION:** 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 2019 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 13: Passed by Unanimous Vote**

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

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

**BOARD OF SELECTMEN**

**SENIOR CENTER BUILDING COMMITTEE**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

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

*community. If approved, this article would be contingent on a debt exclusion vote at the Annual Town Election on May 22, 2018.*

**Mover: Joshua Degen**

**MOTION:** I move that the Town vote to appropriate the sum of \$5,431,000, to be expended by the Town Manager in Fiscal Year 2018 and thereafter, for the purpose of constructing, equipping and furnishing a new Senior Center and all other costs associated and related thereto, including construction administration, on the site of the existing Senior Center located at 163 West Main Street, West Groton, MA; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow the sum of \$5,431,000 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 to authorize the Town Manager to contract for and in the name of the Town for such purpose and to do all things necessary for the accomplishment of the foregoing purpose, including the expenditure of all appropriated funds and any funds received from the Commonwealth of Massachusetts or other sources for such construction, 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:**

- Presentation by the Senior Center Building Committee (Peter Cunningham, Greg Yanchenko)
  - Square footage to almost double to 10,900 sf
  - One floor design; flexible room configurations
  - Estimated cost \$5,431,000
    - Excluded debt; requires ballot vote
    - Amount expected to be offset by private donations
    - Estimated \$90 cost per average \$425,000 house
- Committee Reports:
  - Finance Committee voted unanimous support
  - Planning Board voted unanimous support on March 22
  - Commission on Accessibility voted unanimous support
- Comment: It's a wonderful plan, but very concerned about the cost of living in Groton and the tax impact of this project.
- Q: What will be the cost of staffing and maintenance
  - R: No additional staff required for either. It was noted that this will be an electrically conditioned building. With the advances in electric and building envelope technology, expect to be very efficient, perhaps \$1000 per month for heat and AC.
- As a Community Center, space will be available to host for non-senior and inter-generational events.
- The building is also being equipped with showers and a commercial kitchen, creating much use flexibility for minimal additional cost. So equipped, the building could be used as a safety center,

needed in West Groton because of the potential (and past history) of being cut off from main Groton by a flooded Nashua River.

- It would cost almost \$1,000,000 to bring the existing building up to code. Even if done, the building design is inadequate for senior access and safety. No additional space would be gained. One analysis showed that code updates and space addition would cost virtually as much as this new building. A renovation of the existing building (no additional space) would cost approximately \$25 per average house.
- Q: \$480 per sf seems high. Why this cost?
  - R: The cost includes approximately \$750k of site work, septic, paving, etc. and \$80k for an emergency generator. The actual building cost is in the \$300-\$325 per sf range, which is industry comparable.

**MOTION to Move the Question (Article 5):**

**Moved and Seconded**

**Quantum: 2/3rds Majority**

**Vote on Motion to Move the Question (Article 5): Passed by 2/3rds Majority**

**Vote on Article 5 – Main Motion: Passed by 2/3rds Majority**

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

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

**SENIOR CENTER BUILDING COMMITTEE**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

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

**Mover: Joshua Degen**

**MOTION:** I move that the Town vote to authorize the Board of Selectmen to acquire from Groton Emergency Medical Services, Inc. by gift, purchase, or eminent domain, for general municipal purposes, without limitation, all or a portion of the parcel of land located at 159 West Main Street and shown on Assessors' Map 106 as Parcel 33, described in deeds recorded with the Middlesex South District Registry of Deeds in Book 56440, Page 512, said parcel containing 7.09 acres, more or less, in the aggregate, and to appropriate from the Excess and Deficiency Fund (Free Cash) the sum of \$1 for such purpose; 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.

**Moved and Seconded**

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

**Vote on Article 6 – Main Motion: Passed by 2/3rds Majority**

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

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to be added to Line Item 1301 "Police Department Wages" of the Fiscal Year 2019 Operating Budget for the purpose of creating an additional School Resource Officer position in the Police Department, and all costs associated and related thereto, provided, however, that no funds may be expended for this purpose unless an appropriate reimbursement for the cost of this position is received from the Town of Dunstable, or to take any other action relative thereto.

#### **BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

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

**Mover: Barry Pease**

**MOTION:** I move that the Town vote to transfer the sum of \$73,000 from Line Item 3010 "Health Insurance/Employee Expenses" of the Fiscal Year 2019 Town Operating Budget adopted under Article 4 of the 2018 Spring Town Meeting, to be expended by the Town Manager, to be added to Line Item 1301 "Police Department Wages" of the Fiscal Year 2019 Operating Budget for the purpose of creating an additional School Resource Officer position in the Police Department, and all costs associated and related thereto, provided, however, that no funds may be expended for this purpose unless an

appropriate reimbursement, as determined by a vote of the Board of Selectmen, for the cost of this position is received from the Town of Dunstable.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Funding for this position will come from a number of sources: private schools, town of Groton, town of Dunstable
- What is the difference between Articles 7 and 8?
  - David Doneski (Town Counsel): Article 7 proposes funding for the position; Article 8 does not propose funding. Article 8 is advisory.
- Sheila Harrington, State Representative, spoke to the need for a School Resource Officer. This should be considered a top priority need. The issues at school include drug use, opiates, troubled kids, and kids with family crises. This position is very important.

**MOTION to Move the Question (Article 7):**

**Moved and Seconded**

**Quantum: 2/3rds Majority**

**Vote on Motion to Move the Question (Article 7): Passed by Unanimous Vote**

**Vote on Article 7 – Main Motion: Passed by Majority Vote**

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

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

**CITIZENS' PETITION**

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

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

**Finance Committee: No Position**

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



*school shootings, bomb threats, drug and alcohol use in our schools, we are in need of an additional School Resource Officer to properly service all of these students.*

**Mover: Deborah Mendel**

**I move to indefinitely postpone Article 8.**

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 8 – Main Motion (to Indefinitely Postpone): Passed by Majority Vote.**

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**ARTICLE 9: APPROPRIATE FY 2019 CONTRIBUTION TO THE OPEB TRUST**

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

**BOARD OF SELECTMEN  
TOWN MANAGER**

**Board of Selectmen: Recommended Unanimously**

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

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

**Mover: Joshua Degen**

**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 2019 Town Operating Budget adopted under Article 4 of the 2018 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**

**Discussion:**

- This article adds \$100k above the town's commitment.
- The Town's liability is \$8.1m, which would ideally be paid at \$800k per year.



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

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

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

**Finance Committee:** *Recommended Unanimously*

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

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

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

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

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

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

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

**Finance Committee:** *Recommended Unanimously*

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

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

Commonwealth's State House notes method and pay off the debt over four years.

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

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

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

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

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

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

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

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

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

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

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

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

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

or to take any other action relative thereto.

**TOWN MANAGER**

**Mover: Joshua Degen**

**MOTION A:** I move that the Town vote to appropriate the sum of \$325,000, to be expended by the Town Manager, to purchase and equip a new Dump Truck for the Highway Department and a new Tractor Trailer for the Transfer Station, and all costs associated and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow the sum of \$325,000 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 sum of \$80,000 be transferred from the Capital Stabilization Fund to pay costs of debt service on the borrowing authorized by this vote that will be payable in Fiscal Year 2019, and, further, 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 10 – Motion A: Passed by Unanimous Vote.**

**MOTION B:** I move that the Town vote to transfer the sum of \$375,558 from the Capital Stabilization Fund, to be expended by the Town Manager, for the following capital items:

<u>Item</u>	<u>Amount</u>	<u>Department</u>
Pick-Up Truck	\$ 40,000	Highway
IT Infrastructure	\$ 40,000	Town Facilities
Dispatch Center Upgrade	\$ 60,000	Town Facilities
Enclosed 2nd Floor Meeting Room	\$ 50,000	Town Facilities
Municipal Building Repairs	\$ 25,000	Town Facilities
Emergency Exit Walkway	\$ 40,000	Library
Police Cruisers	\$ 92,458	Police Department
Replace Irrigation Pump and Lines	\$ 23,000	Country Club
Triplex – Greens Mower	<u>\$ 5,100</u>	Country Club
Total	\$375,558	

**Moved and Seconded**

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

**Vote on Article 10 – Motion B: Passed by 2/3rds Majority**

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

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2018, for the engineering and installation of crosswalks and lighted crosswalk signage, and all costs related and associated thereto at two locations on Main Street (Route 119) as it intersects with Fairview Avenue and School Street, or to take any other action relative thereto.

***TOWN MANAGER  
PUBLIC WORKS DIRECTOR***

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

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

**Mover: Rebecca Pine**

**MOTION:**     I move that the Town vote to transfer the sum of \$55,000 from the Capital Stabilization Fund, to be expended by the Town Manager in Fiscal Year 2018, for the engineering and installation of crosswalks and lighted crosswalk signage, and all costs related and associated thereto at two locations on Main Street (Route 119) as it intersects with Fairview Avenue and School Street.

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

**Discussion:**

- The Complete Streets Committee voted unanimously on Feb. 9 to support Article 11.
- The Planning Board voted unanimously on April 26 to support Article 11.
- The Commission on Accessibility unanimously supports Article 11.

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

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



To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money, to be expended by the Town Manager, for the purpose of providing funding to maintain and operate the Prescott School in Fiscal Year 2019, said funds to be used to supplement any rental income received from tenants of the building, or to take any other action relative thereto.

#### **BOARD OF SELECTMEN**

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

**Finance Committee:** *Recommended Unanimously*

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

**Mover:** Rebecca Pine

**MOTION:** I move that the Town vote to transfer the sum of \$32,000 from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the purpose of providing funding to maintain and operate the Prescott School in Fiscal Year 2019, said funds to be used to supplement any rental income received from tenants of the building.

**Moved and Seconded**

**Quantum of Town Meeting Vote:** Majority

**Discussion:**

- Sustainability Committee supports Article 12.

**Vote on Article 12- Main Motion: Passed by Majority Vote.**

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#### **ARTICLE 13: BUILDING RENTAL REVOLVING FUND**

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

#### **TOWN MANAGER**

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

**Finance Committee:** *Recommended Unanimously*

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

**Mover: Barry Pease**

**MOTION:** I move that the Town vote to provide for any amounts collected by the Town for Town building rentals, other than rental of school buildings, to be credited to a separate account to be expended without further appropriation by the Board of Selectmen for building-related upkeep and maintenance, and further, to accept the proviso of the second paragraph of Massachusetts General Laws, Chapter 40, §3 to allow any balance in such account at the close of the Fiscal Year to remain available for expenditure, without appropriation, for such purposes in future years.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 13 – Main Motion: Passed by Unanimous Vote.**

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

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

**BOARD OF SELECTMEN**

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

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

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

**Mover: Alison Manugian**

**MOTION:** I move that the Town vote to accept the provisions of Massachusetts General Laws, Chapter 64G, §3A to impose a local room occupancy excise at the rate of three (3%) percent, said rate to take effect on or after July 1, 2019.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Occupancy Tax applies to 3 bedrooms or more rental
- Some think the tax should be for the full 6% allowed by the General Laws, and should start on July 1, 2018. People don't make a decision on a hotel room based upon the occupancy tax.
- A Groton Inn representative asked the Town to delay the tax at 3% to give the ne Inn time to get off the ground.

**MOTION to Move the Question**

**Moved and Seconded**

**Quantum: 2/3rds Majority**

**Vote on MOTION to Move the Question (Article 14): Passed by 2/3rds Majority**

**Vote on Article 14 – Main Motion: Passed by Majority Vote.**

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

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

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

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

**Mover: Rebecca Pine**

**MOTION:** I move that the Town vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act to amend Chapter 81 of the Acts of 2008, as further amended by Chapter 50 of the Acts of 2010, the Groton Charter, by changing the words "Board of Selectmen," wherever they appear, to the words "Select Board" and making such other clerical revisions as are required to change all references to the Board of Selectmen and its members to "Select Board" and "Select Board Members."

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Ms. Pine articulated support of this proposal.
- Some felt that this change "modernizes" Groton's history to the detriment of the future.

- Others felt modernization was appropriate.
- Some expressed concern about the expense of a transition.

**MOTION to Move the Question**

**Moved and Seconded**

**Quantum: 2/3rds Majority**

**Vote on MOTION to Move the Question (Article 15): Passed by Unanimous Vote.**

**Tellers were sworn.**

**Vote on Article 15 – Main Motion: 152 In Favor; 84 Against**

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**Motion to Adjourn** to Monday, May 7 2018 at 7:00 PM at the Groton Dunstable Middle School Performing Arts Center.

**Moved and Seconded**

**Quantum: Majority**

**Vote on Motion to Adjourn: Passed by a Unanimous Vote.**

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The **First Adjourned Session** of the 2018 Spring Town Meeting was called to order at 7:00 PM on May 7, 2018. There was no quorum requirement. Attendance was 85 at 7:00 PM. Later in the session, attendance reached 203.

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**ARTICLE 16: COMMUNITY PRESERVATION FUNDING ACCOUNTS**

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

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

or to take any other action relative thereto.

**COMMUNITY PRESERVATION COMMITTEE**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Community Preservation Committee: Recommended Unanimously**

**Summary:** *This is an accounting procedure that is necessary to ensure the Community Preservation Committee will have access to the funds raised during Fiscal Year 2019. 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:	\$ 5,000
Open Space Reserve:	\$ 73,800
Historic Resource Reserve:	\$ 73,800
Community Housing Reserve:	\$ 73,800
Unallocated Reserve:	\$511,600

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Mr. Easom presented the CPA financials.
- Mr. Eason stated that the CPC practice has been to fund each of the CPA “buckets” with the minimum amount and put the remainder in the general CPA fund. This gives the CPC the most latitude in funding deserving projects.

**Vote on Article 16 – Main Motion: Passed by Unanimous Vote**

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## **ARTICLE 17: COMMUNITY PRESERVATION FUNDING RECOMMENDATIONS**

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

### **COMMUNITY PRESERVATION COMMITTEE**

<b>CPC Proposal A:</b>	<b>Housing Coordinator Salary</b>	<b>\$43,593</b>
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**Summary:** *The Town established the position of Housing Coordinator in 2009. Since that time, the Community Preservation Administrative Account has paid the salary of this position. Four years ago, the Community Preservation Committee approved the increase of the position to 25 hours and requested that it become an annual funding item to be approved by Town Meeting, with the funding to*

come from the Community Housing Reserve. Town Meeting approved this for the last four years. This will be the fifth year that this position will be funded in this manner.

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

**MOTION 1: Affordable Housing Coordinator** **Mover: Daniel Emerson**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$50,688 from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2019-01 "Affordable Housing Coordinator".

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

**Discussion:**

- This is the fifth year of funding the Housing Coordinator salary using CPA funds

**Vote on Article 17 – Motion 1: Passed by Unanimous Vote**

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

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

**Board of Selectmen: *Withdrawn***  
**Finance Committee: *Withdrawn***  
**Community Preservation Committee: *Recommendation Rescinded***

**Disposition: Article 17 – Proposal B** was rescinded by the Community Preservation Committee prior to the meeting. Under the General Laws, Town Meeting can only vote on proposals to allocate CPA money when the CPC has a recommendation. As the CPC had rescinded its recommendation on Proposal, the Meeting could not vote on the proposal.

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

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

**Board of Selectmen: (3 In Favor – Degen, Pine, Petropoulos, 2 Against – Pease, Manugian)**



**Finance Committee: *Recommended (6 In Favor, 1 Abstain)***

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

**MOTION 3: Prescott School Upgrades**

**Mover: Carolyn Perkins**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$130,000 from the Community Preservation Fund Historic Resource Reserve and to appropriate the sum of \$145,330 from the Community Preservation Fund Unallocated Reserve for a total of \$275,330 to fund Community Preservation Application 2019-03 "Prescott School Upgrades".

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Sustainability Commission is unanimous in support of this proposal.
- Mr. Platt started the discussion by noting past improvements made to the Prescott School building and describing the proposed projects as a fire sprinkler system and automatic accessibility doors at the side entrance.
- Mr. Prest caution about an annual cash drain with incremental projects, and noting that there is a potential building code issue associated with the change of use. As the school administration is moving from the building, all financial burden will rest on the taxpayer. He recommended that this allocation be made contingent upon a study of the requirements and the cost to rehab the building.
- Mr. Petropoulos observed that the town must maintain this building, at an expected annual cost of \$15,000 to \$30,000 per year for basic utilities and maintenance. He state that sprinklers would be an asset with a change of use. He further stated that a real estate professional told him that 75% of the sprinkler cost would likely be recouped if the building sold.
- Ms. Gilbert thought that this was a discretionary expense, adding that other major projects will be coming before the town. The senior center was just approved by Town Meeting (still to be approved at the ballot) is being proposed as a mixed use facility (similar to Prescott proposals) with a price tag of around \$5m. A new school building is being studied at a potential cost of \$50m. The Country Club needs repair and maintenance as well.
- Mr. Platt stated that funding could come from CPA money, perhaps using money currently going towards the Surrenden Farms purchase (after it is paid off).

**MOTION to Move the Question: Article 17 – Motion 3**

**Moved and Seconded**

**Quantum: 2/3rds Majority**

**Vote on MOTION to Move the Question Article 17 – Motion 3: Passed by 2/3<sup>rd</sup> Majority**

**VOTE on Article 17 – Motion 3 Main Motion: Passed by Majority Vote**

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**CPC Proposal D: J.D. Poor Mural Restoration**

**\$18,000**

**Summary:** *The Groton History Center submitted this application for funding to hire an experienced professional to remove several walls from the Oliver Prescott House on Old Ayer Road that are*

*decorated with colorful landscape murals signed by J. D. Poor that were painted circa 1835 and relocate them to be displayed in the Groton Inn. Jonathan D. Poor was the nephew of well-known itinerant painter Rufus Porter, whose murals decorate the walls of many old buildings in New England. The CPA funds will be dispersed only after a Deed of Gift is executed between the Indian Hill Music Center and The Groton Historical Society, and a second Deed of Gift is executed between the Groton Historical Society and the Groton Inn.*

**Board of Selectmen: *Recommended Unanimously***  
**Finance Committee: *Recommended 6 In Favor, 1 Abstain***  
**Community Preservation Committee: *Recommended Unanimously***

**MOTION 4: J.D. Poor Mural Restoration**

**Mover: Robert DeGroot**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$18,000 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2019-04 "J.D. Poor Mural Restoration".

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

**Discussion:**

- The wall murals have been gifted to the Groton History Center by Indian Hill Music
- Indian Hill is committed to save the murals.
- This project proposal is money to move the murals.
- The (new) Groton Inn has agreed to build viewing stations, display and insure the murals indefinitely until the History center can take possession.
- Indian Hill has not committed to save the house currently housing the murals.

**VOTE on Article 17 – Motion 4: Passed by Majority Vote**

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**CPC Proposal E: Baddacook Pond Restoration**

**\$140,000**

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

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

**MOTION 5: Baddacook Pond Restoration**

**Mover: Richard Hewitt**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$30,000 from the Community Preservation Fund Open Space Reserve and to appropriate the sum of \$110,000 from the Community Preservation Fund Unallocated Reserve for a total of \$140,000 to fund Community Preservation Application 2019-05 "Baddacook Pond Restoration".

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Supported by the Board of Water Commissioners
- Last year of a three year project

**VOTE on Article 17 – Motion 5: Passed by Majority Vote**

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**CPC Proposal F: Duck Pond Restoration**

**\$49,000**

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

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

**Finance Committee: Recommended Unanimously**

**Community Preservation Committee: Recommended Unanimously**

**MOTION 6: Duck Pond Restoration**

**Mover: Richard Hewitt**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate, from the Fiscal Year 2018 appropriations, the sum of \$7,000 from the Community Preservation Fund Open Space Reserve and to appropriate the sum of \$42,000 from the Community Preservation Fund Unallocated Reserve for a total of \$49,000 to fund Community Preservation Application 2019-08 "Duck Pond Restoration".

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Supported by the Conservation Commission, Conservation trust, Board of Water Commissioners, Groton Lakes Association, Great Ponds Advisory Committee, Community Preservation Committee, and neighbors of the pond.

**VOTE on Article 17 – Motion 6: Passed by Majority Vote**

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

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

**§ 5-1 Establishment; purpose.**

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

**§ 5-2 Powers and duties.**

1. The Commission shall have all of the powers and duties enumerated in M.G.L. c.40, §8L, which shall include, but not be limited to, the following:
  - a. Buy (only with funds available to the Commission), hold, manage, license, or lease land for agricultural purposes;
  - b. Educate the public on agricultural issues;
  - c. Advocate for farmers, farm businesses and farm interests;
  - d. Assist farmers in resolving municipal problems or conflicts related to farms;
  - e. Seek to coordinate agricultural-related activities with other governmental bodies or unofficial local groups or organizations that promote agriculture;
  - f. Receive grants, gifts, bequests or devises of money or personal property of any nature and interests in real property in the name of the Town of Groton, in accordance with M.G.L. c.40, §8L, and subject to the approval of the Board of Selectmen;
  - g. Apply for, receive, expend and act on behalf of the Town of Groton in connection with federal and state grants or programs or private grants related to local agriculture, with the approval of the Groton Board of Selectmen;
  - h. Advertise, prepare, print and distribute books, maps, charts and pamphlets related to local agriculture that the Commission deems necessary for its work;
  - i. Conduct research and prepare agricultural-related plans, including a comprehensive local agricultural land plan which shall be, to the extent possible, consistent with the Town of Groton's current Master Plan and regional area plans, which may be amended whenever the Commission deems necessary, and which shall show or identify:
    1. Agricultural land areas and facilities within the Town of Groton;
    2. Matters which may be shown on a tract index under M.G.L. c.184, §33;
    3. Acquisitions of interest in land under this section;
    4. Municipal lands that are held as open space;
    5. Nonmunicipal land subject to legal requirements or restrictions to protect that land or its use for open space, conservation, recreation or agriculture;
    6. Land that should be retained as a public necessity for agricultural use; and
    7. Any other information that the Commission determines to be relevant to local agricultural land use.
  - j.

- k. The Commission may appoint a chair, clerks, consultants and other employees and may contract for materials and services as it may require, subject to appropriation by the Town of Groton;
  - l. The Commission shall maintain accurate records of its meetings and actions and shall file an annual report with the Town Clerk and shall also post the annual report on the Town's website and print it in the Town's Annual Report for that year;
  - m. The Commission may purchase interests in the land only with funds available to it. The Town Meeting may raise or transfer funds so that the Commission may acquire, in the name of the Town, by option, purchase, lease or otherwise, the fee in the land or water rights, conservation or agricultural restrictions, easements or other contractual rights as may be necessary to acquire, maintain, improve, protect, limit the future use of, or conserve and properly utilize open spaces in land and water areas within the Town, and shall manage and control any such interests in land acquired pursuant to this bylaw; and
  - n. Pursuant to M.G.L. c.40, §8L(h), the Commission may expend any income derived from deposits or investments to a duly-created agricultural preservation fund of which the Treasurer of the Town of Groton shall be the custodian.
2. The Commission shall adopt rules and regulations governing the use of land and water under its control and shall prescribe civil penalties, not to exceed a fine of \$100, for any violation of said rules and regulations.
  3. The Commission shall not take or obtain land by eminent domain proceedings pursuant to M.G.L. c.79, §1 *et seq.*

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

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

#### **§ 5-4. Work Plan.**

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

or to take any other action in relation thereto.

## **AGRICULTURAL COMMISSION**

**Board of Selectmen:** *Recommended (4 In Favor, 1 Against – Manugian)*  
**Finance Committee:** *No Position*

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

**Mover:** George Moore

**MOTION:** I move that the Town vote to accept section 8L of Chapter 40 of the General Laws, as added by Section 23 of Chapter 218 of the Acts of 2016, in order to expand the powers and duties of the Agricultural Commission established by Chapter 5, Agricultural Commission, of the Town Code, and vote to amend the Code by deleting Chapter 5 in its entirety and inserting in place thereof a new Chapter 5 as set forth in the Warrant.

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

**Discussion:**

- Conservation Commission unanimously supports Article 18

**VOTE on Article 18 – Main Motion: Passed by Unanimous Vote**

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

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

## **BOARD OF SELECTMEN**

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

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

**Mover:** Rebecca Pine

**MOTION:** I move that the Town vote to accept the Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan developed by the Nashua River Wild and Scenic River Study Committee, together with its recommendation to seek Wild and Scenic River designation.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Unanimously supported by the Select Board, Greenway Committee and the Planning Board

**VOTE on Article 19 – Main Motion: Passed by Unanimous Vote**

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

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

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

### ***PLANNING BOARD***

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Planning Board: Recommended Unanimously**

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

**Mover: Russell Burke**

**MOTION:** I move that the Town vote to amend the Code of the Town of Groton, Chapter 218, Zoning as follows:

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

**Moved and Seconded**



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

### **Discussion:**

- Planning Board unanimous in support of Article 20
- Select Board Unanimous in support of Article 20
- Article 20 extends the temporary moratorium until December 31, 2018. This gives the Town more time to address its position and pass appropriate legislation.
- Article 21 implements zoning for recreational marijuana businesses. Without zoning, recreational marijuana would be treated the same as a "shoe store" under the zoning bylaw.
- Article 22 authorizes a local sales tax on recreational marijuana sales.

**VOTE on Article 20 – Main Motion: Chair declared passed by 2/3<sup>rd</sup> Majority.  
Seven Voters did not contest the ruling.**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

#### **Section 218-16.1**

##### **Marijuana Establishments**

###### **A. Purpose**

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

###### **B. Applicability**

- (1) No marijuana establishment shall be established except in compliance with the provisions of § 218-13 (**Schedule of Use Regulations**) and this § 218-16.1 (**Marijuana Establishments**)
- (2) If any provision of this section or the application of any such provision to any person or circumstance shall be held invalid, the remainder of this section, to the extent it can be given effect, or

the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to this end the provisions of this section are severable.

C. General requirements and conditions for all marijuana establishments.

- (1) All marijuana establishments shall be contained within a building or structure.
- (2) The hours of operation of marijuana establishments shall be set by the special permit granting authority.
- (3) No marijuana establishment shall be located within 500 feet of the property boundary line of any lot in use as a pre-existing public or private pre-school, school providing education in kindergarten or any grades 1 through 12, junior college, college, licensed day-care center, church, library, park, playground, or other marijuana establishment. Distance shall be measured in a straight line from property boundary line to property boundary line.
- (4) The onsite consumption of marijuana at all licensed marijuana establishments is prohibited in the Town of Groton.
- (5) Pursuant to Massachusetts General Laws Chapter 94G, Section 3(b) (2) the maximum number of Licensed Marijuana Establishments in the Town of Groton shall be consistent with the following provision.
  - a) Shall not prohibit one or more types of Marijuana Establishment
  - b) Shall not limit the number of marijuana retail establishments, to less than 20% of liquor licenses issued pursuant to Section 15 of MGL Chapter 138 for retail sale of alcohol not consumed on the premises in the Town of Groton. Said number to be rounded up to the next whole number.
  - c) The number of non-retail Marijuana Establishments shall not exceed one (1).
- (6) No smoking, burning or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a marijuana establishment with the exception of product testing performed at a licensed testing facility.
- (7) No marijuana establishment shall be located inside a building containing residential units, including transient housing such as motels and dormitories, or inside a movable or mobile structure such as a van or truck.
- (8) Marijuana establishments shall be located within a permanent building and may not be located in a trailer, cargo container, motor vehicle or other similar nonpermanent enclosure. Marijuana establishments shall not have drive-through service.
- (9) No outside storage of marijuana, related supplies or promotional materials is permitted.
- (10) All marijuana establishments shall be ventilated in such a manner that no
  - a) pesticides, insecticides, or other chemicals or products used in cultivation or processing are dispersed into the outside atmosphere.
  - b) odor from marijuana can be detected by a person with a normal sense of smell at the exterior of the marijuana establishment or at any adjoining use or property.

D. Special permit requirements.

- (1) A marijuana establishment shall only be allowed by special permit from the Planning Board in accordance with MGL c. 40A, § 9 and Section 216-32.1 (Special Permits) of this chapter subject to the following statements, regulations, requirements, conditions and limitations.
- (2) No special permit for any marijuana establishment shall be issued without major site plan approval having been obtained from the Planning Board, § **218-25**, Site Plan review, of this chapter. In

addition to the standards set forth within, the site plan must meet all dimensional, parking, landscaping, and signage requirements within this chapter.

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

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

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

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

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

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

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

#### E. Abandonment or discontinuance of use.

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

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

or to take any other action relative thereto.

### **PLANNING BOARD**

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

**Finance Committee: *No Position***

**Planning Board: *Recommended Unanimously***

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

**Mover: Russell Burke**

**MOTION:** I move that the Town vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows, by amending Section 218-4; Section 218-13; and Section 218-16.1 as set forth in the Warrant.

**Moved and Seconded**

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

#### **Discussion:**

- Planning Board unanimous in support of Article 20
- Select Board Unanimous in support of Article 20
- Q: Is this more restrictive regulations on liquor stores?
  - R: Yes. Retail marijuana stores are limited to 20% of the authorized liquor retail stores, plus one other type of marijuana business.
- Q: Could a marijuana cultivator be considered agricultural and allowed under the right to farm ?
  - R: No. The state has specifically ruled that recreational marijuana production is not classified as agricultural.

#### **MOTION to MOVE the Question: Article 21- Main Motion:**

**Moved and Seconded**

**Quantum: 2/3<sup>rd</sup> Majority**

**Vote on Motion to Move the Question: Article 21 – Main Motion: Defeated  
Seven Voters did not contest the ruling.**

- Q: What guidance has been sought in drafting this zoning amendment?
  - R: Mr. Burke has drafted legislation for other communities as a function of his “day job”.
- Q: Have you looked at places like Colorado for examples?
  - R: The focus has been on MGL Chapter 94G
- C: Don't limit this to the corners of town. Let's treat it openly and capture revenue.

- R: This is a conservative first step, allowing the minimum under state law. “Opting Out” is a rigorous process which the town could consider. However, this zoning amendment does put some limits in place.
- The community may decide to be more permissive over time, which would be allowed under local control.
- Q: Security is a big concern. How is this addressed?
  - R: Security is the prevue of the Cannabis Control Commission.
- C: If Article 21 is not passed, the Groton has no regulation over recreational marijuana businesses.

**MOTIN TO AMEND Adam Burnett**

I move to amend Section 16.1.C (5) by deleting this section in its entirety.

**Moved and Seconded**

**Quantum: Majority**

- Q: If the May 22 town ballot vote on the non-binding questions, can this zoning be made more relaxed?
  - R: yes. Zoning can be relaxed by town meeting vote and Attorney General approval. Becoming more restrictive than this zoning amendment would require “opting out”.
- C: In favor of recreational marijuana revenue.

**MOTION to Move the Question and the Amendment:**

**Moved and Seconded**

**Quantum: 2/3<sup>rd</sup> Majority**

**VOTE on Motion to Move the Question: Passed by Unanimous Vote**

**VOTE on MOTION to Amend (by Adam Burnett): Did not pass**

**VOTE on Article 21 – Main Motion: Passed by 2/3<sup>rd</sup> Majority. Seven Voters did not contest.**

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

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

**TOWN MANAGER**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

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

**Mover: Alison Manugian**

**MOTION:** I move that the Town vote to accept Massachusetts General Laws, Chapter 64N, §3, and impose a local sales tax upon the sale of recreational marijuana originating within the Town by a vendor at a rate of three (3%) percent of the gross receipts of the vendor from the sale of recreational marijuana, marijuana products, and marijuana edibles, said excise to take effect on July 1, 2018.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**VOTE on Article 22 – Main Motion: Passed by Majority Vote**

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**ARTICLE 23: EXTEND CENTER SEWER DISTRICT**

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

**BOARD OF SEWER COMMISSIONERS**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Sewer Commission: Recommended Unanimously**

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

**Mover: James Gmeiner**

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



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

**Discussion:**

- Supported by the Sewer Commission

**VOTE on Article 23 – Main Motion: Passed by Unanimous Vote**

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**ARTICLE 24:           FOUR CORNERS SEWER DISTRICT**

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

**Article III.**  
**Four Corners Sewer District**

**§190-8.           Establishment.**

There is hereby established a Sewer system within the Town entitled "Four Corners Sewer District" comprised of land situated in a geographical area bounded and described on a plan of land entitled "Four Corners Sewer District" prepared by the Town of Groton and dated January 2015, on file with the office of the Town Clerk. The land zoned business or commercial within said geographical area shall be served by a system of sewerage to be provided by the Town within the territorial limits, and subject to the capacity of said system.

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

The system may be extended and expanded to serve increased land area if there remains sufficient capacity, and the land to be served is zoned business or commercial, by a vote of Town Meeting following the establishment of said Sewer System.

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

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

**§190-11          Connections required.**

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

- A. In the case of an existing building within the Sewer System as of the effective date of this Article, connect said building to the sewer with an effective drain within one year of said

effective date or, in the case of an extension of the Sewer System, within two years of the date when said sewer is available for such connection.

- B. In the case of a new building within the Sewer System constructed after the effective date of this Article, or in the case of renovation of a building which would trigger the requirement to upgrade a subsurface sewage disposal system under the provisions of Title 5 of the State Environmental Code (310 CMR 15.000) or any successor regulation, connect said building to the sewer prior to the issuance of a certificate of occupancy by the Building Inspector.
- C. Authority. The Groton Sewer Commission, (or in its inability to act, the Board of Selectmen acting as such) and the Groton Board of Health shall both be responsible for compliance with and oversight of §§ 190-1 and 190-2 and may act independently and cooperatively within their respective areas of responsibility. The Groton Sewer Commission shall provide administrative services, such as maintenance of connection records for properties within the Sewer District and issuance of notices to property owners. The Groton Board of Health shall address matters of compliance, enforcement, and act upon applications for variances.

#### **§190-12 Variances.**

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

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

determines the system is not failing to protect public health and safety and the environment as defined in 310 CMR 15.303. Any variance granted under this subsection shall expire upon the "transfer of title" to the property served by the system, as defined in 310 CMR 15.301, and the property shall be connected no later than 90 days after the date of the transfer of title.

- D. In the event that the Massachusetts Department of Environmental Protection or successor entity institutes a set of requirements for subsurface sewage disposal system performance stricter than those set forth in the then current version of said Title 5, any variances granted hereunder shall not be considered as exempting the applicable disposal system from the connection requirement. Instead, in that case, any existing systems with variances must either meet the new requirements or the property must be connected to the Sewer System. Such mandatory connections shall be made within 90 days of the effective date of the new requirements for commercial properties or six months of said effective date for residential properties.
- E. The Board of Health may review any Title 5 inspection and any approved subsurface sewage disposal works permit to determine if a subsurface sewage disposal system is protective of public health and safety and the environment in considering any variance request.
- F. A notice of any variance granted hereunder shall be recorded with the Middlesex South District Registry of Deeds and evidence thereof provided to the Board of Health. Such notice shall state that the variance shall expire upon the "transfer of title" as defined in 310 CMR 15.301.

### **TOWN MANAGER**

**Board of Selectmen: *Withdrawn***  
**Finance Committee: *No Position***

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

**Mover: John Petropoulos**

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

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

**Discussion:**

- The proposed bylaw amendment needs to be re-drafted.
- Not having the new bylaw in place does not affect the operation of the Four Corners Sewer District.

**VOTE on Article 24 – Main Motion: Passed by Unanimous Vote.**

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

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

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

**TOWN CLERK**

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

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

**Mover: John Petropoulos**

**MOTION:**     I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 262, §34, to amend Chapter 139 of the Code of the Town of Groton, Fees, by adding a new Section §139-1 as set forth in the Warrant.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**VOTE on Article 25 – Main Motion: Passed by Majority Vote**

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

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

**CONSERVATION COMMISSION**

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

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

**Mover: Peter Morrison**

**MOTION:** I move that the Town vote to authorize the Town Manager, on behalf of the Conservation Commission, to enter into a license agreement with an individual or individuals to conduct agricultural activities at Surrenden Farm West for a term not to exceed ten (10) years.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Groton Conservation Trust supports Article 26

**VOTE on Article 26 – Main Motion: Passed by Unanimous Vote**

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

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

**TREASURER/TAX COLLECTOR**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Summary:** *The owner of this parcel approached the Town of Groton to consider accepting it as donated land. The parcel is land only, not buildable, and is assessed at \$5,000. The Town of Groton and the Massachusetts Department of Conservation and Recreation co-own a Conservation Restriction on the adjacent 134.8-acre lot. Martins Pond Brook runs along the eastern portion of the adjacent parcel and enters a culvert which crosses under Lowell Road on Assessors' parcel 234-2-0. By owning*

*the parcel that contains the culvert, the Town will be able to ensure that any maintenance required is completed quickly.*

**Mover: John Petropoulos**

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

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Conservation Commission voted unanimously to support Article 27 on Feb 27.

**VOTE on Article 27 – Main Motion: Passed by Unanimous Vote**

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

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

**TREASURER/TAX COLLECTOR**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

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

**Mover: John Petropoulos**

**MOTION:** I move that the Town vote to accept, as a donation from the owner, a parcel of land located off Throne Hill Road, shown as parcel no. 205-41-0 on the Groton Assessors' maps and containing approximately 0.62 acres, said parcel to be placed under the custody and control of the Conservation Commission, and to authorize the Board of Selectmen and the Conservation Commission

to take all actions and execute all documents necessary or convenient in connection with the acquisition of said land.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Conservation Commission voted unanimously to support Article 28 on Feb 27.

**VOTE on Article 28 – Main Motion: Passed by Unanimous Vote**

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

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

***CITIZENS' PETITION***

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

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

**Finance Committee: *No Position***

**Planning Board: *Recommended Unanimously***

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

**Mover: Robert Collins**

**MOTION:** I move that the Town vote to zone the property situated at 186 Main Street, which is shown on the Groton Assessor's Maps as Parcel 113-1 and described in a deed recorded with Middlesex Country South District Registry of Deeds in Book 70228 at Page 254 as R-B (Residential-Business).

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Planning Board voted unanimously to support Article 28 on April 12.



## VOTE on Article 29 – Main Motion: Passed by Unanimous Vote

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

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

#### CITIZENS' PETITION

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

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

**Finance Committee:** *No Position*

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

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

**MOTION (Jeff Gordon from the floor):** I move that Article 30 be Indefinitely Postponed.

**Moved and Seconded**

**Quantum of Town Meeting Vote:** Majority

**Discussion:**

- The Developer has decided to go in another direction.

**VOTE on Article 30 – Main Motion to Indefinitely Postpone:**

**Passed by Unanimous Vote**

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

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

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

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

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

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

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

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

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

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

or to take any other action relative thereto.

***CITIZENS' PETITION***

**NAME**

Thomas K. Callahan  
Courtney Spence  
Maureen Casey

**ADDRESS**

468 Townsend Road  
469 Martins Pond Road  
180 Flavell Road

**NAME**

Elea Kemler  
Deborah Santoro  
Nancy Beshansky

**ADDRESS**

44 Willowdale Road  
59 Raddin Road  
963 Lowell Road

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

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

**Mover: Thomas Callahan**

**MOTION:** I move that the Town vote to adopt the resolution supporting state and federal legislation to provide greater transparency in political donations and limit the influence of money in politics as set forth in the Warrant.

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

**Discussion:**

- Mr. Callahan presented an argument to support this article and for the Town to go on record to support removing / reducing money in politics.

**MOTION (Mr. Hewitt from the floor):** I move that Article 31 be indefinitely Postponed.

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

- This is an issue that should be on the ballot which draws a larger participation than Town Meeting. It's not a Town Meeting issue.
- Counterview: It's exactly a Town Meeting issues where opinions and arguments are presented and discussed, and we can instruct our representatives.

**MOTION to Move the Question**

**Moved and Seconded**  
**Quantum: 2/3<sup>rd</sup> Majority**  
**Vote on Motion to Move the Question: Passed by 2/3<sup>rd</sup> Majority**

**VOTE on Motion to Indefinitely Postpone Article 31: Failed to achieve a Majority Vote**

**VOTE on Article 31 – Main Motion: Passed by Majority Vote**

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

**CONSENT AGENDA: ARTICLES 32 through 42**

**Mover: Alison Manugian**

**MOTION:** I move that the Town vote to combine for consideration Articles 32, 33, 34, 35, 36, 37, 38, 39, 40, 41 and 42 of the Warrant for this Town Meeting and that the Town take affirmative action on

said articles as set forth in the motions in the Town Meeting Information Handout, without debate and in accordance with the action proposed under each motion, 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**

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

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

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

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

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**ARTICLE 33: APPROPRIATE MONEY TO OFFSET SNOW AND ICE DEFICIT**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2018 Snow and Ice Budget, as approved under Article 4 of the 2017 Spring Town Meeting, or to take any other action relative thereto.

**TOWN MANAGER**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

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

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**ARTICLE 34:           TRANSFER WITHIN WATER ENTERPRISE FUND**

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

**BOARD OF WATER COMMISSIONERS**

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

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

---

**ARTICLE 35:           TRANSFER WITHIN SEWER ENTERPRISE FUND**

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

**BOARD OF SEWER COMMISSIONERS**

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

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

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

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

**CABLE ADVISORY COMMITTEE**

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

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

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#### **ARTICLE 37: PRIOR YEAR BILLS**

To see if the Town will vote to transfer from available funds a sum or sums of money for the payment of unpaid bills from prior fiscal years, or to take any other action relative thereto.

##### **BOARD OF SELECTMEN**

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

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

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#### **ARTICLE 38: APPLY FOR GRANTS**

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

##### **BOARD OF SELECTMEN**

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

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

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#### **ARTICLE 39: DEBT SERVICE FOR SURRENDEN FARMS**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Massachusetts General Laws, Chapter 44B, Section 5 for debt service for Fiscal Year 2019 for the Surrenden Farm Land Acquisition, as authorized under Article 1 of the April 24, 2006 Special Town Meeting, or to take any other action relative thereto.

##### **COMMUNITY PRESERVATION COMMITTEE**

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

**Summary:** *This article appropriates the debt payments for the Surrenden Farm Land Purchase. Funding for this article will come from Community Preservation Funds. The anticipated debt service for Fiscal Year 2019 is \$476,722. To fund this, \$80,000 would be paid from the Open Space Reserve and \$396,722 would be paid from the Unallocated Reserve.*

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

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

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

or take any other action relative thereto.

**TOWN MANAGER**

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

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

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**ARTICLE 41: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTION**

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 59, §5C1/2, inserted by Section 14 of Chapter 62 of the Acts of 2014, for the purpose of increasing the real estate tax exemptions by 100 percent to all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 22F, 22G, 37, 37A, 41, 41B, 41C, 41C½, 42, 43, 56 or 57 of G.L. c. 59, §5, or to take any other action relative thereto.

**BOARD OF ASSESSORS**

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



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

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

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

**BOARD OF ASSESSORS**

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

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

**Mover: Alison Manugian**

**MOTION:** I move that the Town vote to combine for consideration Articles 32, 33, 34, 35, 36, 37, 38, 39, 40, 41 and 42 of the Warrant for this Town Meeting and that the Town take affirmative action on said articles as set forth in the motions in the Town Meeting Information Handout, without debate and in accordance with the action proposed under each motion, 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 announced each article in the Consent Agenda asking if a voter wished to “hold” the article. He then asked “Is the Chair correct that no articles are asked to be held”.**

- **No articles were held**

**VOTE on Consent Agenda: Passed by Unanimous Vote**

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**MOTION to Dissolve the Spring 2018 Town Meeting:**

**Moved and Seconded**

**Quantum: Majority**

**VOTE on Motion to Dissolve: Passed by Unanimous Vote**

**The Spring 2018 Town Meeting was dissolved on May 7 at 9:51 PM.**

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

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

### **What Articles Are Included**

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

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

### **How Consent Agendas Work**

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

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

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

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

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

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

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

Hereof fail not and make return of your doings to the Town Clerk on or before time of said meeting.

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

*Joshua A. Degen*

Joshua A. Degen, Chairman

*Barry A. Pease*

Barry A. Pease, Vice Chairman

*Alison S. Manugian*

Alison S. Manugian, Clerk

*John G. Petropoulos*

John G. Petropoulos, Member

*Rebecca H. Pine*

Rebecca H. Pine, Member

#### OFFICERS RETURN

Groton, Middlesex

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

\_\_\_\_\_  
Constable

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

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

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

Pursuant to Article 6, Sections 6-3 and 6-4 of the Charter of the Town of Groton, Massachusetts, the Finance Committee, Board of Selectmen and Town Manager are pleased to submit for your consideration the Proposed Fiscal Year 2019 Operating Budget for the Town of Groton. This is the third year in which the Board of Selectmen and Finance Committee have provided direction prior to the development of the proposed budget in compliance with the revised Financial Policies of the Town. The Finance Committee and Board of Selectmen met with the Finance Team, comprised of the Town Manager, Town Accountant, Treasurer/Collector, Principal Assessor, Human Resources Director and Executive Assistant prior to the issuance of the initial budget instructions to review objectives and develop specific goals that would be followed during the development of the Fiscal Year 2019 Proposed Operating Budget. The Finance Committee voted to direct the Town Manager to develop a Municipal Operating Budget that keeps municipal spending to an increase of no more than three (3%) percent over the Fiscal Year 2018 Appropriation. This spending increase is exclusive of debt service; debt both within and outside the Levy Limit is accounted for separately. In addition to this direction, the Board of Selectmen voted to direct the Town Manager to develop a budget that maintained municipal services at their current levels, while providing the Groton Dunstable Regional School District with the funding it needs to provide a quality education to Groton's children in Fiscal Year 2019.

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

The Town Manager and Finance Committee would like to take this opportunity to thank the Board of Selectmen, Town Accountant Patricia DuFresne, Town Treasurer/Collector Michael Hartnett, Principal Assessor Jonathan Greeno, Human Resources Director Melisa Doig, Executive Assistant Dawn Dunbar and all of the Departments, Boards, Committees and Commissions for their outstanding work and cooperation in assisting in the preparation of the Proposed Operating Budget. In addition, the outstanding support and cooperation by Superintendent Dr. Laura Chesson, Business Manager Michael Knight and the Groton Dunstable Regional School District Committee was extremely important in developing this budget.

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

Respectfully submitted,

*Mark W. Haddad*

Groton Town Manager

Respectfully submitted,

*Gary Green, Chairman*

*Bud Robertson*

*Arthur Prest*

*Scott Whitefield*

*Lorraine Leonard*

*David Manugian*

*Jon Sjoberg*

Town of Groton Finance Committee



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



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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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



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

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

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

APPENDIX B					
NON-CLASSIFIED, TEMPORARY SEASONAL AND STIPEND POSITIONS					
NON-STEP AND STIPEND POSITIONS					
<b>FIRE/EMS DEPARTMENT</b>			<b>Country Club Seasonal Employees</b>		
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				
<b>MISCELLANEOUS</b>					
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**



## **2018 FALL TOWN MEETING**

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

**Beginning Monday, October 1, 2018 @ 7:00 PM**

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Attention – Voters and Taxpayers

**Please bring this Report to Town Meeting**



## **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 1, 2018**

**Town Moderator:**

Jason Kauppi

**Deputy Moderator**

Stuart Schulman

**Board of Selectmen:**

Joshua Degen, Chair  
Alison Manugian  
Barry Pease, Vice-Chair  
Becky Pine  
John Giger

**Finance Committee:**

Gary Green, Chairman  
Lorraine Leonard  
David Manugian  
Arthur Prest  
Bud Robertson  
Scott Whitefield  
Colby Doody

**Town Manager:**

Mark W. Haddad  
Dawn Dunbar, Executive Assistant

**Town Clerk:**

Michael F. Bouchard

The meeting was called to order at 7:01 PM. Mr. Jason Kauppi presided as Moderator. There is no quorum requirement. 186 attendees were present at 7:01. Later in the meeting, 248 voters were in attendance, enough to fulfill the quorum requirement for the embedded Special Town Meeting.

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

Mr. Kauppi proceeded to explain that the manner of voting would voice vote, and show of hands and hand count if needed. He would allow principle proponents and opponents of an article seven minutes to make their case.

Mr. Kauppi introduced Groton's new Town Counsel, Paul DeRensis, of the firm Brooks and DeRensis. He then made brief announcements of the status of the Groton Charter in the Legislature and of the November 6 Election Early Voting and Absentee Voting.

Mandy Taylor, Lara Stecewycz and Taryn Emerle, accomplished Girl Scouts from Troop 66508, and earning their Gold Awards, led the Meeting in a Pledge of Allegiance.

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 unanimous vote.

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**FALL TOWN MEETING WARRANT  
OCTOBER 1, 2018**

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

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Monday, the first day of October, 2018 at Seven O'clock in the evening, to consider the following:

**ARTICLE LISTINGS**

<b>Article 1</b>	Prior Year Bills
<b>Article 2</b>	Transfer Within Water Enterprise Fund
<b>Article 3</b>	Transfer Within Sewer Enterprise Fund
<b>Article 4</b>	Transfer Money into the Capital Stabilization Fund
<b>Article 5</b>	Transfer Money into the Stabilization Fund
<b>Article 6</b>	Transfer Money into the GDRSD Capital Stabilization Fund
<b>Article 7</b>	Design and Bidding – Highway Garage
<b>Article 8</b>	New Library Roof Design and Bidding
<b>Article 9</b>	Operational Funding for the Prescott School
<b>Article 10</b>	Extend Center Sewer District
<b>Article 11</b>	Four Corner Sewer District Bylaw
<b>Article 12</b>	Extend Four Corner Sewer District
<b>Article 13</b>	Amend Chapter 13 of the Code of the Town of Groton
<b>Article 14</b>	Amend Town Bylaws to Change Selectmen to Select Board
<b>Article 15</b>	Amend Chapter 218 to Change Selectmen to Select Board
<b>Article 16</b>	Amend Chapter 125 Demolition Delay Bylaw
<b>Article 17</b>	Acceptance of Amelia Way as a Town Way
<b>Article 18</b>	Acceptance of Reconfigured Farmers Row and Peabody Street
<b>Article 19</b>	Citizens' Petition – Amend Zoning Bylaw
	Report of the Town Manager to the 2018 Fall Town Meeting



**ARTICLE 1: PRIOR YEAR BILLS**

To see if the Town will vote to transfer from available funds a sum or sums of money for the payment of unpaid bills from prior fiscal years, or to take any other action relative thereto.

**SELECT BOARD**

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

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

**Mover:** Barry Pease

**MOTION:** I move that the sum of One Thousand Sixty Seven Dollars and Sixty Eight Cents (\$1,067.68) be hereby transferred from the Excess and Deficiency Fund (Free Cash) for the payment of the following bills of prior fiscal years:

<u>Vendor</u>	<u>Amount</u>
Megan Foster	\$ 177.13
Itemor	\$ 325.00
Liberty Supply	\$ 118.00
Liberty Supply	\$ 75.00
Liberty Supply	\$ 161.00
Nashua Animal Hospital	\$ 79.06
Nashua Animal Hospital	\$ 132.49

**Total Requested \$ 1,067.68**

**Moved and Seconded**

**Quantum of Town Meeting Vote:** 4/5's Majority

**Vote on Main Motion – Article 1: Passed by Unanimous Vote**

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**ARTICLE 2: TRANSFER WITHIN WATER ENTERPRISE FUND**

To see if the Town will vote to transfer a sum or sums of money from the Water Enterprise Fund Surplus to the Fiscal Year 2019 Water Department Operating Budget for general expenses, or to take any other action relative thereto.

**BOARD OF WATER COMMISSIONERS**

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

**Summary:** *This article will request a transfer of funds from Water Surplus to help fund the Fiscal Year 2019 Water Department's Operational Expenses.*

**Mover:** Tom Orcutt

**MOTION:** I move that the sum of Forty Thousand Dollars (\$40,000) be transferred from the Water Enterprise Fund Surplus to the Fiscal Year 2019 Water Department Budget for general expenses.

**Moved and Seconded**

**Quantum of Town Meeting Vote:** Majority

**Discussion:**

- This is to account for the new contracts with employees which came into effect after the budget was approved in the Spring.

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

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### **ARTICLE 3:           TRANSFER WITHIN SEWER ENTERPRISE FUND**

To see if the Town will vote to transfer a sum or sums of money from the Sewer Enterprise Fund Surplus to the Fiscal Year 2019 Sewer Enterprise Department Budget for general expenses, or to take any other action relative thereto.

#### **BOARD OF SEWER COMMISSIONERS**

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Sewer Commission:** *Recommended Unanimously*

**Summary:** *This article will request a transfer of funds from Sewer Surplus to help fund the Fiscal Year 2019 Sewer Department's Operational Expenses.*

**Mover:** Jim Gmeiner

**MOTION:** I move that the sum of Four Thousand Dollars (\$4,000) be transferred from the Sewer Enterprise Fund Surplus to the Fiscal Year 2019 Sewer Enterprise Department Budget for general expenses.

**Moved and Seconded**

**Quantum of Town Meeting Vote:** Majority

**Discussion:**

- This is to account for the new contracts with employees which came into effect after the budget was approved in the Spring.

**Vote on Main Motion – Article 3: Passed by Unanimous Vote**

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**ARTICLE 4:                   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.

**SELECT BOARD**

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

**Summary:**   *As of the Printing of this Warrant, the Fund has a balance of \$59,416. 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: John Giger**

**MOTION:**       I move that the sum of Five Hundred Fifty Thousand Dollars (\$550,000) be transferred 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:**

- **Select Board Member Manugian stated that she was not supporting Articles 4 through 9 because community needs should have a higher level of discussion before allocating free cash. The allocation needs to be done in the context of the overall budget.**

**Vote on Main Motion – Article 4:   Passed by Majority Vote.**  
**7 Voters did not contest the ruling of the Chair.**

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**ARTICLE 5:                   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.

**SELECT BOARD**

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

**Summary:**   *As of the printing of this Warrant, the balance in this fund is \$1,839,494. The financial management goal is to achieve and maintain a balance in the Fund equal to 5% of the total annual budget. The target amount for the Fund will be provided at Town Meeting.*

**Mover: Barry Pease**

**MOTION:** I move that the sum of Fifty-Four Thousand Dollars (\$54,000) be transferred from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Stabilization Fund.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

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

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**ARTICLE 6: TRANSFER MONEY INTO THE GDRSD 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 Town of Groton Capital Stabilization Fund for the Groton Dunstable Regional School District, or to take any other action relative thereto.

**TOWN MANAGER**

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

**Finance Committee: Recommended Unanimously**

**Summary:** *This fund was created last year to provide the necessary funding to cover the Town of Groton's share of the Groton Dunstable Regional School District Committee's long-range Capital Plan to address its capital needs. The target amount will be provided at Town Meeting.*

**Mover: Barry Pease**

**MOTION:** I move that the sum of Six Hundred Thousand Dollars (\$600,000) be transferred from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Groton Dunstable Regional School District Capital Stabilization Fund.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- **Marlena Gilbert, Chair of the Groton Dunstable regional School Committee, presented two slides describing the FY 20 and FY21 capital expenses of the school district.**
- **Michael Manugian favored putting money into this account, but not at the Fall Town Meeting. He felt monetary articles should be processed at the Spring Town Meeting, in the context of the overall budget, unless there was an emergency or time dependency.**
- **Barry Pease stated that this was not spending money, but allocating money into this account. A town meeting vote is required to spend the money from this account.**

- Robert Hargraves pointed out that spending money from the Stabilization Fund required a 2/3rds vote.

**Vote on Main Motion – Article 6: Passed by Majority Vote**

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**ARTICLE 7:                    DESIGN AND BIDDING – HIGHWAY GARAGE**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow, pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager, for the purpose of 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 Highway Garage, and/or the renovation and expansion of the current Highway Garage, and all costs associated and related thereto, or to take any other action relative thereto.

**TOWN MANAGER  
DPW DIRECTOR**

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

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

**Summary:**    *When the current Highway Garage was originally constructed in 1989, the scope and design of the building was reduced due to budgetary constraints. The current building is undersized and does not meet the needs of the Town's current operations. Last Spring, the Town retained the services of an Architect to review the building and make recommendations on potential upgrades. This article requests funding to allow the Town to secure design and bid-level documents that will determine how much a renovated and expanded Highway Garage will cost and thereby adequately inform voters for a future Town Meeting vote.*

**Mover: John Giger**

**MOTION:**    I move that the sum of Two Hundred Thirty Thousand Dollars (\$230,000) be hereby appropriated, to be expended by the Town Manager, for the purpose of hiring an architect and/or engineer, pursuant to the Designer Selection Guidelines adopted by the Board of Selectmen in December, 2010, for the design, or design and construction bidding process, of a new Highway Garage, and/or the renovation and expansion of the current Highway Garage, and all costs associated and related thereto, and to meet this appropriation \$230,000 be hereby transferred from the Excess and Deficiency Fund (Free Cash).

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Greg Yanchenko, Architect on the project, presented several pictures and a summary of the current condition of the DPW facilities. Built in 1989, it does not meet the needs of the current DPW. The DPW is categorized by the State as First responders, and also support all town operations on a daily basis. Approval of this article will result in a design to improve the facilities, and adequately inform voters at a future town meeting.

- **Q: What is the life expectancy of a fabric building (part of the current facilities and perhaps some to be proposed)?**
  - **R: 15-20 years if maintained.**
- **Q: What is the estimated impact on the operational budget of the \$223,000 for Design?**
  - **R: No impact. \$233,000 will be paid from free cash. If the project is presented and approved by the Spring Town Meeting in the estimated amount of \$3.7 m, it would be paid by a debt exclusion in conjunction with the Library (Article 9). Estimated FY19 impact on the average bill would be \$25 (\$.07 on the tax rate), and \$98 per year after the first year.**
- **Q: Were these buildings included for review by the Capital Appropriations Committee?**
  - **R: No. The Committee is in the process of being established.**
- **Q: What is the expected lifespan of the (non-fabric) buildings?**
  - **R: With maintenance, 40-50 years. Most mechanical systems have a 25 year expected life.**
- **Q: Who reviews the designs?**
  - **R: A building committee appointed by the Select Board and Town Manager.**
- **Q: Will it have a registered engineer as a member?**
  - **R: That function will be served by the architect, but open to appointing a registered engineer to the committee.**

**Vote on Main Motion – Article 7: Passed by Majority Vote.**

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**SPECIAL TOWN MEETING:** At 7:45 PM, the Moderator called for the Special Town Meeting to begin. He asked for and received a motion to recess the Annual Town Meeting until the Special Town Meeting dissolved. A Motion was Moved and Seconded, and was passed by a Majority Vote.

The Special Town Meeting was conducted (separate minutes) and was dissolved at 8:43 PM.

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#### **ARTICLE 8:                   NEW LIBRARY ROOF DESIGN AND BIDDING**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow, pursuant to any applicable statute, a sum or sums of money, to be expended by the Board of Library Trustees, for the purpose of hiring an architect and/or engineer, for the design, or design and construction bidding process, and all other costs related thereto, for a new roof for the Groton Public Library, or to take any other action relative thereto.

#### **BOARD OF LIBRARY TRUSTEES**

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

**Finance Committee: *Recommended Unanimously***

**Summary:**   *The Library has been experiencing water infiltration into the building in all areas since the 1999 renovation and addition. After years of fixing each issue separately (with a total cost exceeding \$100,000), the Library Trustees (with CPA and State Aid funding) hired Building*

*Envelope Scientists from Gorman Richardson Lewis Architects (GRLA) to do a thorough study of the building systems to make an overall recommendation on what needs to be done. GRLA's evaluation is that the library is experiencing widespread failure of the existing steep slope synthetic slate and original slate roofing systems, associated flashings, and gutters resulting in moisture infiltration throughout the building. Based on their findings, they are recommending complete replacement of all roofs (including the central low-slope EPDM roof with skylights), gutters, and drainage systems, as well as masonry and window repairs. We are requesting \$66,000 for additional investigation, design, and bid services for the recommended work. The design will include every part of the building envelope, from the roof deck to the foundation. The Library Trustees will be provided with all construction drawings, technical specifications, and other bid documents, and quoted services include administration of all phases of the bidding process.*

**Mover: David Zeiler**

**MOTION:** I move that the sum of Sixty-Six Thousand Dollars (\$66,000) be hereby appropriated, to be expended by the Board of Library Trustees, for the purpose of hiring an architect and/or engineer, for the design, or design and construction bidding process, and all other costs related thereto, for a new roof for the Groton Public Library and to meet this appropriation \$66,000 be hereby transferred from the Excess and Deficiency Fund (Free Cash).

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- **Mr. Zeiler presented photos demonstrating the damage to the Library.**

**Vote on Main Motion – Article 8: Passed by Majority vote**

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## **ARTICLE 9: OPERATIONAL FUNDING FOR PRESCOTT SCHOOL**

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money, to be expended by the Town Manager, for the purpose of providing funding to maintain and operate the Prescott School in future fiscal years, said funds to be used to supplement any rental income received from tenants of the building, and, further, to authorize the Select Board to lease all or any portions of the property located at 145 Main Street in Groton and known as the Prescott School for a term not to exceed six (6) years and to enter into agreements for the operation and use of such property for any public, commercial or municipal purposes for such consideration and on such terms and conditions as the Select Board deems advisable; or to take any other action relative thereto.

### **SELECT BOARD**

**Select Board: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Summary:** *The 2018 Spring Town Meeting appropriated \$32,000 to operate the Prescott School. The Select Board has entered into a three (3) year lease of the Prescott School (the Article authorizes the Town to renew the lease for an additional three (3) years) with the Friends of Prescott to manage and operate the Building. The Friends will be leasing space within the building*

*to various tenants in compliance with local zoning. They have agreed to ensure that they will cover all operational costs of the Prescott School by the third year of the lease. The purpose of this Article is appropriate necessary funding to cover the Town's expenses over the life of the lease.*

**Mover: John Giger**

**MOTION:** I move that the sum of Thirty Thousand Dollars (\$30,000), be hereby appropriated to be expended by the Town Manager, for the purpose of providing funding to maintain and operate the Prescott School in future fiscal years, said funds to be used to supplement any rental income received from tenants of the building, and, further, to authorize the Select Board to lease all or any portions of the property located at 145 Main Street in Groton and known as the Prescott School for a term not to exceed six (6) years and to enter into agreements for the operation and use of such property for any public, commercial or municipal purposes for such consideration and on such terms and conditions as the Select Board deems advisable, and to meet this appropriation \$30,000 be hereby transferred from the Excess and Deficiency Fund (Free Cash).

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Main Motion – Article 9: Passed by Majority Vote**

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**ARTICLE 10: EXTEND CENTER SEWER DISTRICT**

To see if the Town will vote to extend the “Groton Center Sewer District” as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under article 14 of the Annual Town Meeting of April 25, 2005, to include the property shown on Assessor’s Lot 235-1 (227 Boston Road) and its successors or assigns, and provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner’s proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

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

**Finance Committee: No Position**

**Board of Sewer Commissioners: No Position**

**Summary:** *This Article, if approved, will extend the Center Sewer District to 227 Boston Road.*

**Mover: Jim Gmeiner**

**MOTION:** I move that the boundary of “Groton Center Sewer District” as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under article 14 of the Annual Town Meeting of April 25, 2005, be hereby extended to include the property shown on Assessor’s Lot 235-1 (227 Boston Road) and its successors or assigns, and provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the



property owner's proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Mr. Lindemer presented an overview of his plan and of the property.
- Select Board Member Manugian argued that this was a concept, and not a permitted plan. This project has not gone through the permitting process (Planning Board, Zoning Board of Appeals, Board of Health, Conservation Commission). The permitting process requires notification of abutters and public hearings. A better process would have been to go through the permitting process and then request a sewer expansion. She also pointed out that the sewer rights go with the land, not with the project. This parcel could be combined with other parcels, some large, and the final land would have the sewer rights. In this case, she believes there is the potential for 100 acres of residential development.
- Q: Will this project require a zoning change?
  - R: (Mr. Lindemer) Only if needed.
- Q: Will the sewer be extended before the project is permitted?
  - R: (Mr. Lindemer) No
- Q: Does the sewer permission extend to others?
  - R: Yes

**Motion to Indefinitely Postpone the Main Motion - Article 10**

**Moved and Seconded**

**Quantum: Majority**

**Motion to Move (both) Questions**

**Moved and Seconded**

**Quantum: 2/3rds Majority**

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

**7 Voters did not contest the ruling of the Chair.**

**Vote on Motion to Indefinitely Postpone the Main Motion – Article 10: Did not pass**

**Vote on Main Motion – Article 10: Passed by Majority Vote.**

**7 Voters did not contest the ruling of the Chair.**

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**ARTICLE 11: FOUR CORNERS SEWER DISTRICT**

To see if the Town will vote to amend the Town Code of the Town of Groton by deleting Article III of Chapter 190 in its entirety and inserting in its place a new Article III as follows, or to take any other action relative thereto:

**Article III. Four Corners Sewer District**

**§190-8. Establishment.**

There is hereby established a system of sewerage per MGL c. 83, § 15 within that part of the Town of Groton identified as the "Four Corners Sewer District" as bounded and described by the plan entitled "Four Corners Sewer District," prepared by the Town of Groton, dated July 2018 and on file with the office of the Town Clerk. The land as shown on said plan shall be served by a system of sewerage to be provided by the Town within the territorial limits of such district, subject to the capacity of said system.

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

The sewer system therein may, by a vote of any Town Meeting, be extended and expanded to serve an increased land area if there remains, at the time of the vote, sufficient capacity.

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

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

**§190-11 Connections required.**

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

A. In the case of an existing building within the Sewer System as of the effective date of this Article III, connect said building to the sewer with an effective drain within one year of said effective date or, in the case of an extension of the Sewer System, within two years of the date when said sewer is available for such connection.

B. In the case of a new building within the Sewer System constructed after the effective date of this Article III, or in the case of renovation of a building which would trigger the requirement to upgrade a subsurface sewage disposal system under the provisions of Title 5 of the State Environmental Code (310 CMR 15.000) or any successor regulation, connect said building to the sewer prior to the issuance of a certificate of occupancy by the Building Inspector.

C. Authority. The Groton Sewer Commission, (or in its inability to act, the Select Board acting as such) and the Groton Board of Health shall both be responsible for compliance with and oversight of §§ 190-11 and 190-12 and may act independently and cooperatively within their respective areas of responsibility. The Groton Sewer Commission shall provide administrative services, such as maintenance of connection records for properties within the Sewer District and issuance of notices to property owners. The Groton Board of Health shall address matters of compliance, enforcement, and act upon applications for variances.

**§190-12 Variances.**

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

A. That said land by reason of its grade or level or any other cause cannot be drained into such sewer, or that a connection is economically unfeasible (defined as the cost of connection being in excess of 10% of the assessed value of the subject property). The applicant for the variance shall provide sufficient documentary evidence to show that a connection is not a feasible option or is economically unfeasible; or

B. In the case of property used for residential purposes, that the buildings on said land are served by a private on-site subsurface sewage disposal system which was issued a certificate of compliance in accordance with the provisions of said Title 5 as in effect on or after March 31, 1995, and, after an inspection as defined in 310 CMR 15.302, is determined not to be failing to protect public health and safety and the environment as defined in 310 CMR 15.303. Such variance shall continue for a period of three years from the date of issuance, provided the subsurface sewage disposal system is pumped once a year during said three years, or for a period of two years from the date of issuance if the system has not been so pumped. After such time period the system shall be re-inspected and an additional variance may be granted if the re-inspection determines the system is not failing to protect public health and safety and the environment as defined in 310 CMR 15.303. Any variance granted under this subsection shall expire upon the "transfer of title" to the property served by the system, as defined in 310 CMR 15.301, and the property shall be connected no later than 90 days after the date of the transfer of title.

C. In the case of property used for nonresidential purposes, that the buildings on said property are served by a private on-site subsurface sewage disposal system which was issued a certificate of compliance in accordance with the provisions of said Title 5 as in effect on or after March 31, 1995, and, after an inspection as defined in 310 CMR 15.302, is determined not to be failing to protect public health and safety and the environment as defined in 310 CMR 15.303. Such variance shall expire after one year. After such three-year or two-year time period, as applicable, the subsurface sewage disposal system shall be re-inspected and an additional variance may be granted if the re-inspection determines the system is not failing to protect public health and safety and the environment as defined in 310 CMR 15.303. Any variance granted under this subsection shall expire upon the "transfer of title" to the property served by the system, as defined in 310 CMR 15.301, and the property shall be connected no later than 90 days after the date of the transfer of title.

D. In the event that the Massachusetts Department of Environmental Protection or successor entity institutes a set of requirements for subsurface sewage disposal system performance stricter than those set forth in the then current version of said Title 5, any variances granted hereunder shall not be considered as exempting the applicable disposal system from the connection requirement. Instead, in that case, any existing systems with variances must either meet the new requirements or the property must be connected to the Sewer System. Such mandatory connections shall be made within 90 days of the effective date of the new requirements for commercial properties or six months of said effective date for residential properties.

E. The Board of Health may review any Title 5 inspection and any approved subsurface sewage disposal works permit to determine if a subsurface sewage disposal system is protective of public health and safety and the environment in considering any variance request.

F. A notice of any variance granted hereunder shall be promptly recorded by the property owner with the Middlesex South District Registry of Deeds and evidence thereof provided to the

Board of Health. Such notice shall state that the variance shall expire upon the "transfer of title" as defined in 310 CMR 15.301.

**TOWN MANAGER**

**Select Board: *Recommended Unanimously***

**Finance Committee: *No Position***

**Summary:** *Now that the Four Corners Sewer Project is completed, this article is brought forward to set forth the Bylaw provisions establishing how the District will function. This proposed Bylaw amendment creates a framework for operation that is similar to that in place for the Center Sewer District. The Select Board and Sewer Commission will then establish regulations for the operation of the District.*

**Mover: Alison Manugian**

**MOTION:** I move that the Code of the Town of Groton be hereby amended by deleting Article III of Chapter 190 in its entirety and inserting in its place a new Article III as set forth in the Warrant for the 2018 Fall Town Meeting.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Main Motion – Article 11: Passed by Majority Vote**

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**ARTICLE 12: EXTEND FOUR CORNERS SEWER DISTRICT**

To see if the Town will vote to extend the "Four Corners Sewer District", as established by the vote under Article 12 of the 2015 Spring Town Meeting, to include the property shown on Groton Assessors' Maps as Lot 120-2.16 and 120-2.40 on the Plan entitled "Four Corners Village Sewer District", a copy of which is on file in the Town Clerk's Office, provided that all costs of designing, laying, and construction of the connection and any General Benefits Facility Charge are paid by the owner of the property benefited thereby, or to take any other action relative thereto.

**TOWN MANAGER**

**Select Board: *Recommended Unanimously***

**Finance Committee: *No Position***

**Summary:** *The purpose of this Article is to extend the Four Corner Sewer District to include two residential parcels, Lot 120-2.16 and Lot 120-2.40. The Developer has agreed to pay all costs associated with adding these parcels to the District, including connection fees and other related charges. This article seeks to amend the original district by adding these parcels.*

**Mover: Alison Manugian**

**MOTION:** I move that the boundaries of the "Four Corners Sewer District", as established by the vote under Article 12 of the 2015 Spring Town Meeting, be extended to include the properties shown on Groton Assessors' Maps as Lot 120-2.16 and 120-2.40 on the Plan entitled

“Four Corners Village Sewer District”, provided that all costs of designing, laying, and construction of the connection and any General Benefits Facility Charge are paid by the owner of the property benefited thereby.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Main Motion – Article 12: Passed by Majority Vote**

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**ARTICLE 13: AMEND CHAPTER 13 OF THE CODE OF THE TOWN OF GROTON**

To see if the Town will vote to amend Chapter 13 “Finance Committee” of the Code of the Town of Groton by deleting Chapter 13 in its entirety and in its place adding a new Chapter 13 “Finance Committee” as follows:

**CHAPTER 13 – FINANCE COMMITTEE**

**§ 13-1. Membership; purpose.** [Amended 10-22-2007 STM, Art. 14]

There shall be a finance committee that shall consist of 7 voters appointed by a 3-person committee that shall consist of the chair of the select board, the chair of the finance committee and the town moderator; provided, however, that if the chair of the finance committee is being considered for reappointment, the finance committee shall select another member who is not being considered for reappointment. Members of the finance committee shall serve terms of 3 years; provided, however, that the terms shall be so arranged that the terms of office of as nearly an equal number of members as possible shall expire each year. The finance committee shall appoint a chair and a deputy chair to run meetings and present the finance committee’s recommendations during the town budget process.

**§ 13-2. Duties.**

- a. Whenever the Warrant for any Town Meeting contains an article or articles under which an appropriation or expenditure of money may be made, the Finance Committee shall consider such article or articles after one or more public hearings thereon and shall report its recommendations to the Town Meeting;
- b. serve as the advisors to the town meeting, the select board, the town manager and the department of finance on all matters pertaining to the budget, including budgeting strategy and goals and the balancing of revenues and expenditures;
- c. together with the select board, town manager and department of finance, develop a budget strategy and set financial goals for each fiscal year;
- d. present the finance committee’s annual budget at the spring town meeting;
- e. consult with the select board and the town manager prior to collective bargaining to develop a strategy aligning with the town’s long-term budgetary strategy and goals;
- f. review the preliminary results of collective bargaining to ensure alignment with long-term budgetary strategy and goals; and
- g. perform any other duties as may be required by law.

**§ 13-3. Annual Review of Financial Policies**

Annually, the select board and the finance committee shall review and update the town’s overall financial management policy. When reviewing and updating the policy, the select board and the

finance committee shall seek input from the town manager, the department of finance and other advisors.

or to take any other action relative thereto.

**TOWN MANAGER**

**TOWN CLERK**

**Select Board: *Recommended Unanimously***

**Finance Committee: *Recommended Unanimously***

**Summary:** *The Town of Groton Charter was recently updated to change the way the Finance Committee is appointed and further codified its duties and responsibilities. The purpose of this Article is to update the Town's Bylaw to reflect these changes.*

**Mover: Barry Pease**

**MOTION:** I move that Chapter 13 "Finance Committee" of the Code of the Town of Groton be amended by deleting Chapter 13 in its entirety and in its place adding a new Chapter 13 "Finance Committee" as set forth in the Warrant for the 2018 Fall Town Meeting.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

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

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**ARTICLE 14: AMEND TOWN BYLAWS TO CHANGE SELECTMEN TO SELECT BOARD**

To see if the Town will vote to amend the Town Bylaws, with the exceptions of Chapter 13 Finance Committee and Chapter 218 Zoning, by changing the words "Board of Selectmen," wherever they appear, to the words "Select Board" and making such other clerical revisions as are required to change all references to the Board of Selectmen and its members to "Select Board" and "Select Board Members," or to take any other action relative thereto.

**SELECT BOARD**

**Select Board: *Recommended (4 in Favor – 0 Against - 1 Deferred/Abstain, Degen)***

**Finance Committee: *No Position***

**Summary:** *The Board of Selectmen voted unanimously on February 12, 2018 to change the name of the board to the Select Board. This article is necessary in order to make the name change in the Town Bylaws. Chapter 13 Finance Committee and Chapter 218 Zoning will be addressed in separate articles. A list of affected town bylaws is on file with the Town Clerk and included in this Town Meeting Information Packet.*

**Mover: Rebecca Pine**

**MOTION:** I move that the Town Bylaws, with the exceptions of Chapter 13 Finance Committee and Chapter 218 Zoning, be hereby amended by changing the words "Board of Selectmen," wherever they appear, to the words "Select Board" and making such other clerical

revisions as are required to change all references to the Board of Selectmen and its members to "Select Board" and "Select Board Members".

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Main Motion – Article 14: Passed by Majority Vote**

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**ARTICLE 15: AMEND CHAPTER 218 – CHANGE SELECTMEN TO SELECT BOARD**

To see if the Town will vote to amend the Chapter 218 Zoning of the Code of the Town of Groton, by changing the words "Board of Selectmen," wherever they appear, to the words "Select Board" and making such other clerical revisions as are required to change all references to the Board of Selectmen and its members to "Select Board" and "Select Board Members," or to take any other action relative thereto.

**SELECT BOARD**

**Select Board: Recommended (4 in Favor – 0 Against - 1 Deferred/Abstain, Degen)**

**Finance Committee: No Position**

**Planning Board: Recommended Unanimously at September 13 public hearing.**

**Summary:** *The Board of Selectmen voted unanimously on February 12, 2018 to change the name of the board to the Select Board. This article is necessary in order to make the name change in the Chapter 218 Zoning Bylaw, which would require a 2/3rds vote of the Meeting. A copy of Chapter 218 Zoning, as proposed to be amended, is on file with the Town Clerk.*

**Mover: Rebecca Pine**

**MOTION:** I move that Chapter 218 Zoning, be hereby amended by changing the words "Board of Selectmen," wherever they appear, to the words "Select Board" and making such other clerical revisions as are required to change all references to the Board of Selectmen and its members to "Select Board" and "Select Board Members".

**Moved and Seconded**

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

**Vote on Main Motion – Article 15: Passed by 2/3rds Majority**

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**ARTICLE 16: AMEND CHAPTER 125 – DEMOLITION DELAY BYLAW**

To see if the Town will vote to amend Chapter 125 "Demolition Delay" of the Code of the Town of Groton, by deleting Sections 125-3(G), 125-3(H) and 125-4(A) in their entirety and inserting in their place new Sections 125-3(G), 125-3(H) and 125-4(A) as follows:

§125-3 (G) If after a public hearing the Historical Commission determines that the significant building should be preferably preserved ("preservation determination"), the Historical

Commission shall, within five days after the hearing, notify in writing the Building Inspector and the applicant, and no demolition permit may be issued until eighteen (18) months after the date of the preservation determination by the Historical Commission.

§125-3 (H) Notwithstanding anything contained in Subsection G, the Building Inspector may issue a demolition permit for a building with a preservation determination at any time after receipt of written advice from the Historical Commission to the effect that either:

- (1) The Historical Commission is satisfied that there is no reasonable likelihood that either the owner or some other person or group is willing to purchase, preserve, rehabilitate or restore such building; or
- (2) The Historical Commission is satisfied that for at least eighteen (18) months the applicant has made continuing, bona fide and reasonable efforts to locate a purchaser to preserve, rehabilitate or restore the subject building, and that such efforts have been unsuccessful.

§125-4 (A) Once a significant building is given a determination of significance by the Historical Commission, the applicant and owner shall be responsible for properly securing the building to the satisfaction of the Building Inspector, whether occupied or vacant. Should the applicant fail to so secure the building and the significant building is destroyed at any time during the eighteen-month demolition delay period and such destruction could have been prevented by the required security measures as determined by the Building Inspector, it shall be considered a demolition in violation of this chapter.

or to take any other action relative thereto.

### **HISTORICAL COMMISSION**

**Select Board: (2 In Favor – 3 Against, Degen, Manugian, Pease)**

**Finance Committee: No Position**

**Summary:** *The Demolition Delay Bylaw was enacted for the purpose of preserving and protecting significant buildings within the Town of Groton which are outside Local Historic Districts. The bylaw is intended to encourage owners and townspeople, with assistance from the Groton Historical Commission, to seek out persons who might be willing to purchase, preserve, rehabilitate or restore such buildings rather than demolish them, and to limit the detrimental effect of demolition on the historical architectural resources of the Town. The Historical Commission is charged with implementing this bylaw. The Historical Commission would like to extend the length of the demolition delay from 6 months (as the bylaw currently reads) to 18 months. This will allow the committee the needed time to perform required due diligence activities.*

**Mover: Bob DeGroot**

**MOTION:** I move that Chapter 125 “Demolition Delay” of the Code of the Town of Groton, be amended by deleting Sections 125-3(G), 125-3(H) and 125-4(A) in their entirety and inserting in their place new Sections 125-3(G), 125-3(H) and 125-4(A) as set forth in the Warrant for the 2018 Fall Town Meeting.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**



**Discussion:**

- **Mr. DeGroot:** The Groton Historical Commission is in existence to identify and preserve historic assets in the town. This article will give needed time for the volunteer commission to assess preservation solutions for historic assets , anywhere in town. The current 6 months window is not a best practice; some towns go as long as 24 months. The Commission will only use as much time as needed for an assessment.

**Vote on Main Motion – Article 16: Passed by Majority Vote**

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**ARTICLE 17:           ACCEPTANCE OF AMELIA WAY AS A TOWN WAY**

To see if the Town will vote to accept Amelia Way as a public way, as recommended by the Planning Board and laid out by the Select Board and as shown on a plan entitled “Amelia Way Street Acceptance Plan in Groton, Massachusetts,” prepared by Hannigan Engineering, Inc., Leominster, MA for Grand Coast Capital Group, Hingham, Massachusetts, dated January 16, 2018, and on file with the Town Clerk; to authorize the Select Board to acquire, by gift, purchase or eminent domain such land and easements for the creation, maintenance and operation of a public way, including but not limited to easements for access, grading, drainage, sloping, construction and utilities, in all or any portions of such way and the parcels on such way, or to take any other action relative thereto.

**SELECT BOARD**

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

**Finance Committee:** *No Position*

**Summary:**    *To accept Amelia Way as a public way.*

**Mover:** John Giger

**MOTION:**     I move to indefinitely postpone consideration of Article 17.

**Moved and Seconded**

**Quantum of Town Meeting Vote:**   **Majority**

**Vote on Main Motion – Article 17: Passed by Majority Vote**

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**ARTICLE 18:           ACCEPTANCE OF RECONFIGURED FARMERS ROW & PEABODY STREET**

To see if the Town will vote to accept those portions of Farmers Row and Peabody Street, including sidewalks, as recommended by the Planning Board and laid out and relocated by the Select Board, and as shown on the on the as-built plans entitled “Plan of Land in Groton, Middlesex County Massachusetts,” prepared by Samiotes Consultants, Inc., for Groton School, 282 Farmers Row, P.O. Box 991, Groton, MA 01450, dated September 5, 2018 and on file with the Town Clerk; to authorize the Select Board to acquire, by gift, purchase or eminent domain such land and easements for the creation, maintenance and operation of a public way, including

but not limited to easements for access, grading, drainage, sloping, construction and utilities, in all or any portions of such way and the parcels on such way, or to take any other action relative thereto.

### **SELECT BOARD**

**Select Board: *Recommended Unanimously***

**Finance Committee: *No Position***

**Summary:** *During this past summer, Groton School installed a sidewalk on Farmers Row and a portion of Peabody Street and reconfigured the Farmers Row/Peabody Street intersection in order to have a safer intersection meeting Massachusetts Department of Transportation standards (previously, Peabody Street did not meet Farmers Row at a right angle, and a utility pole was situated in the center of the intersection). These improvements were approved by the Groton Select Board in 2016 as specific repairs in accordance with M.G.L. c. 82, §21. Portions of these improvements are situated outside of the existing rights of way for these two streets. Approval of this article will include those areas in the rights of way, and allow the Town to accept the gift of land to accomplish this.*

**Mover: John Giger**

**MOTION:** I move that those portions of Farmers Row and Peabody Street, including sidewalks, as recommended by the Planning Board and laid out and relocated by the Select Board, and as shown on the on the as-built plans entitled "Plan of Land in Groton, Middlesex County Massachusetts," prepared by Samiotes Consultants, Inc., for Groton School, 282 Farmers Row, P.O. Box 991, Groton, MA 01450, dated September 5, 2018, be accepted as a public way; and that the Select Board be hereby authorized to acquire, by gift, purchase or eminent domain such land and easements for the creation, maintenance and operation of such portions of Farmers Row and Peabody Street as a public way, including but not limited to easements for access, grading, drainage, sloping, construction and utilities, in all or any portions of such way and the parcels on such way.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

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

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### **ARTICLE 19: CITIZENS' PETITION – AMEND ZONING BYLAW**

To see if the Town will vote that Section 218-16 of the Town of Groton Zoning By-Laws be amended to add a new sub-section (3) as follows:

§218-16 (3) Notwithstanding any other provision or interpretation of Chapter 218, where a principal residence exists on a parcel of land which is: 1) below the Minimum Lot Dimensions for residences set forth in §218-20 and 2) either the frontage or natural topography of the parcel makes it impossible to park at least two cars on such parcel, then permitted uses which are ancillary to the owner or lessor of such principal residence shall be allowed on a parcel of land owned, leased or permitted to be used by the owner or lessee of such principal residence where any part of the parcel of land upon which such ancillary use occurs, is within 250 yards of the parcel of land upon which the principal residence exists. Any parcel used for purposes ancillary to a principal residence under this provision shall be kept free of trash or belongings which are

not used and maintained on a regular basis; and no unregistered vehicles or boats (which must be registered for ordinary use) may be kept thereon for more than two months while actively for sale, or to take any other action relative thereto.

### **CITIZENS' PETITION**

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
John W. Valentine	313 Whiley Road	Arthur Prest	8 Weymisset Road
Linda Valentine	313 Whiley Road	Daniel Cuglietta	60 Whiley Road
George W. Day	12 Highland Road	Heather Rhodes	50 Arrow Trail
Lynda Moore	20 Highland Road	John Reilly	50 Arrow Trail
Carole Prest	8 Weymisset Road	Bonnie Carter	8 Lone Lane

**Select Board:** *No Position*  
**Finance Committee:** *No Position*  
**Planning Board:** *No Position*

**Summary:** The following summary was prepared by the petitioners and represents their view on the Article: *The purpose of this amendment is to allow parking, storage of boats or other belongings or any other permitted uses on lots which are within 250 yards of a principal residence in where the lot size and configuration will not accommodate at least two cars. Those familiar with areas of the Town such as the Lost Lake area know that historically, lots were virtually campsites. Other sections of the Town also have some very small lots where parking or storage of other personal belongings is not feasible. Many people who own or live in such residences have or have acquired nearby lots for parking and storage. Some were acquired and used for purposes ancillary to a principal residence before the zoning laws. Others have acquired lots for such purposes. This amendment would validate that practice and impose reasonable restrictions to such places from becoming eye-sores. It is also widely known that the current interpretation/application of the law has been sporadic, and when enforced, it has often been the result of complaints motivated by personal disputes unrelated to actual zoning matters. The result has been to deprive owners of the reasonable use of their property. Any ancillary uses permitted by this amendment will still be subject to §218-5 A of the zoning by-laws which prohibit "uses which are dangerous or detrimental to a neighborhood because of fire hazard, offensive noise, smoke, vibration, harmful radioactivity, electrical interference, dust, odor, fumes, heat, glare, unsightliness or other objectionable characteristics." Beyond that, it will require that the cars, boats or other property kept on the lot will be used and maintained on a regular basis. Cars and boats kept on such lots must be registered (if subject to registration for use), except when actively for sale, and then only for two months. These very specific provisions, which are above and beyond the general provisions of §218-5, have been added to prevent such lots from becoming junk yards.*

**Mover:** John Valentine

**MOTION:** I move to indefinitely postpone Article 19.

**Discussion:**

- **Planning Board report:** At its September 27 hearing, it determined that the article was insufficient and not recommended. As article 19 is indefinitely Postponed, the Planning Board will work with the applicant to address the goal of the article.

**Moved and Seconded**

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

**Vote on Main Motion – Article 19: Passed by Unanimous Vote.**

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**Motion to dissolve the Annual Town Meeting:**

**Moved and Seconded**

**Passed by Unanimous Vote**

**The Fall 2018 Annual Town Meeting was dissolved at 10:00 PM on October 1.**

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

Barry A. Pease

Barry A. Pease, Chair

Alison S. Manugian

Alison S. Manugian, Vice Chair

John R. Giger

John R. Giger, Clerk

Joshua A. Degen

Joshua A. Degen, 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

The 2018 Fall Town Meeting Warrant contains several warrant articles that seek appropriations from either the Town's Excess and Deficiency Fund (Free Cash) or the Excess and Deficiency Funds of the Water and Sewer Departments. None of these Articles will impact the Fiscal Year 2019 Tax Rate. The purpose of this report is to provide the residents and taxpayers with a summary of these articles and what will be the expected appropriation from those accounts. The Town's Free Cash has been certified at \$2,212,873 by the Department of Revenue.

**Amount Requested: \$1,345.02**

<u>Vendor</u>	<u>Amount</u>
Megan Foster	\$ 177.13
Litemor	\$ 325.00
Liberty Supply	\$ 118.00
Liberty Supply	\$ 75.00
Liberty Supply	\$ 161.00
Nashua Animal Hospital	\$ 205.22
Nashua Animal Hospital	<u>\$ 283.67</u>
Total Requested	\$ 1,345.02

This Article requests a transfer of \$40,000 from Water Surplus to the Fiscal Year 2019 Water Department Budget to cover costs associated with collective bargaining and other departmental expenditures.

This Article requests a transfer of \$40,000 from Sewer Surplus to the Fiscal Year 2019 Sewer Department Budget to cover costs associated with collective bargaining and other departmental expenditures.

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**Article 4:      *Transfer into Capital Stabilization Fund*      Amount Requested: \$550,000**

As of the time of this writing, the Capital Stabilization Fund has a balance of \$59,416. 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. This would require an appropriation from Free Cash into the Capital Stabilization Fund of \$509,000 to meet this goal. However, the Town Manager is requesting an appropriation of \$550,000 to meet the anticipated Fiscal Year 2020 Capital Plan.

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**Article 5:      *Transfer into the Stabilization Fund*      Amount Requested: \$54,000**

As of the time of this writing, the Stabilization Fund has a balance \$1,839,494. The financial management goal is to achieve and maintain a balance in the Stabilization Fund equal to 5% of the total annual budget. This would require an appropriation from Free Cash of \$54,000 into the Stabilization Fund to meet this goal.

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**Article 6:      *Transfer into GDRSD Cap Stab Fund*      Amount Requested: \$600,000**

This fund was created last year to provide the necessary funding to cover the Town of Groton's share of the Groton Dunstable Regional School District Committee's long-range Capital Plan to address its capital needs. According to the Capital Plan approved by the Groton Dunstable Regional School Committee, Groton's share over the next two fiscal years is approximately \$600,000. The Town will request a transfer from Free Cash to meet this request.

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**Article 7:      *Design and Bidding – Highway Garage*      Amount Requested: \$230,000**

The Town contracted with HKA, Inc. to conduct a Feasibility Study for needed improvements to the Highway Garage located on Cow Pond Brook Road. The following is a summary of their report explaining the proposal and the funding needed to put the project out to bid:

HKA based the costs on the attached building and site plans (shown at end of this report). While HKA reviewed several options for renovations of the existing facilities, HKA believes the attached layout addresses the potential programmatic, logistical and technical challenges for the Project. Note: *On the basis of the field survey, the existing garage/office building is in fair/poor conditions and the other remaining structures are in very poor condition except the 'fabric' salt storage shed.*

**Programmatic:** The existing "garage/office" structure satisfies the administrative and vehicle repair requirements. HKA believes that a comprehensive renovation of the structure will address the current deficiencies with the structure. The primary programmatic issues appear to be the lack of vehicle storage area. Currently, the DPW parks vehicles in the repair garage, makeshift vehicle shed and back shed. The DPW requires parking spaces for 23 vehicles ranging in size from a 10-wheeler to a sidewalk tractor. HKA proposes the construction of a new 11,000 SF vehicle storage garage that will easily accommodate 20 large vehicles and includes an aisle that allows additional parking when necessary. The proposed garage size will address the current and future DPW vehicle storage needs. In addition, HKA proposes relocating the existing material storage bins to allow for proper traffic flow from the proposed vehicles storage garage.

**Logistical:** The proposed plan allows for the existing operations to remain operational during construction. HKA proposes that the existing makeshift shed, material bins and back shed be demolished and then the new vehicles storage garage and bins be constructed. Upon completion, vehicles and some of the garage operations can be temporarily or permanently relocate into the new garage while the existing garage/office building is renovated. HKA proposes that the renovations to the existing garage/office include residing/re-roofing the existing structure, reconfiguring the office area and upgrading the building utilities. The office operations will need to temporarily be relocated for a 2-3 month period during the renovations. Note: During the phase 1 or phase 2 construction, HKA also recommends that the existing 'wood' sand storage shed be demolished and a new fabric sand storage shed be constructed.

**Technical:** The proposed renovations and upgrades also address the technical challenges associated with the site. The existing garage/office structure has a septic system and limited fire protection system due to the limited water service at the site. By renovating the existing structure, these utilities will be "grandfathered" and will not have to be upgraded --- saving a substantial amount of money. [Note: An addition or modification to the existing garage/office would also trigger seismic upgrades to the building.] The proposed vehicle storage garage will be for "cold storage" and classified as a "utility building" thus requiring limited heating and eliminating the need for restrooms (again reducing the demand and costs on the septic system).

The proposed approach is the most economical solution to address the immediate and future needs of the DPW.

**Budget:**

**Soft Costs:**

***Design/Bidding Phase***

A/E Design/Bidding Fee:	\$185,000
OPM Fee:	\$ 15,000
Geotechnical Report:	\$ 10,000
Site Survey:	\$ 8,000
Bidding Expenses:	\$ 5,000
Contingency:	<u>\$ 7,000</u>

**Total** **\$230,000**

**Construction Phase (Anticipated, Subject to Bidding) –**

A/E Construction Admin Services:	\$ 70,000
Testing Services:	\$ 15,000
OPM Services:	\$ 35,000
Clerk-of-the-Works:	\$ 75,000
Renovate existing Garage/Office:	\$1,100,000
New Vehicles Storage Garage:	\$1,875,000
Site Work (paving):	\$ 150,000
Material Bins:	\$ 65,000
Sand Storage:	\$ 300,000
Demolition:	<u>\$ 75,000</u>

**Total** **\$3,760,000**

This article will request a transfer from Free Cash of \$230,000 to pay for the Design/Bidding Phase, with the intent to come to a future Town Meeting to pay for the construction based on actual bids.

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**Article 8:      *Library Roof Design and Bidding*                      *Amount Requested: \$66,000***

**From the Summary Contained in the Warrant:** The Library has been experiencing water infiltration into the building in all areas since the 1999 renovation and addition. After years of fixing each issue separately (with a total cost exceeding \$100,000), the Library Trustees (with CPA and State Aid funding) hired Building Envelope Scientists from Gorman Richardson Lewis Architects (GRLA) to do a thorough study of the building systems to make an overall recommendation on what needs to be done. GRLA's evaluation is that the library is experiencing widespread failure of the existing steep slope synthetic slate and original slate roofing systems, associated flashings, and gutters resulting in moisture infiltration throughout the building. Based on their findings, they are recommending complete replacement of all roofs (including the central low-slope EPDM roof with skylights), gutters, and drainage systems, as well as masonry and window repairs. The Library Trustees are requesting a \$66,000 transfer from Free Cash for additional investigation, design, and bid services for the recommended work. The design will include every part of the building envelope, from the roof deck to the foundation. The Library Trustees will be provided with all construction drawings, technical specifications, and other bid documents, and quoted services include administration of all phases of the bidding process.

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**Article 9:      Operational Funding for Prescott School   Amount Requested: \$30,000**

**From the Summary Contained in the Warrant:**    The 2018 Spring Town Meeting appropriated \$32,000 to operate the Prescott School to supplement any rental income received from tenants of the Building. The Select Board has entered into a three (3) year lease of the Prescott School with the Friends of Prescott to manage and operate the Building. The Friends will be leasing space within the building to various tenants in compliance with local zoning. They have agreed to ensure that they will cover all operational costs of the Prescott School by the third year of the lease. The purpose of this Article is appropriate necessary funding to cover the Town's expenses over the life of the lease to ensure expenses are covered in the event the Friends of Prescott are unable to fulfill their obligations under the lease. This Article will request an appropriation of \$30,000 from Free Cash for this purpose.

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As stated above, the Town's Free Cash has been certified at \$2,212,873. The above stated Articles are seeking appropriations from Free Cash in the amount of \$1,531,345. Should they all pass, the Town will have a remaining balance in Free Cash of \$681,528.

Respectfully submitted,

*Mark W. Haddad*

Mark W. Haddad  
Town Manager

# **MINUTES**

## **TOWN OF GROTON**



## **SPECIAL TOWN MEETING**

### **OCTOBER 1, 2018**

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

**Beginning Monday, October 1, 2018 @ 7:30 PM**

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Attention – Voters and Taxpayers

**Please bring this Report to Town Meeting**



## **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.

**SPECIAL TOWN MEETING MINUTES  
OCTOBER 1, 2018**

**Town Moderator:**

Jason Kauppi

**Deputy Moderator**

Stuart Schulman

**Board of Selectmen:**

Joshua Degen, Chair  
Alison Manugian  
Barry Pease, Vice-Chair  
Becky Pine  
John Giger

**Finance Committee:**

Gary Green, Chairman  
Lorraine Leonard  
David Manugian  
Arthur Prest  
Bud Robertson  
Scott Whitefield  
Colby Doody

**Town Manager:**

Mark W. Haddad  
Dawn Dunbar, Executive Assistant

**Town Clerk:**

Michael F. Bouchard

**The meeting was called to order at 7:45 PM. Mr. Jason Kauppi presided as Moderator. There is a quorum requirement of 156. 248 attendees were present.**

**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 unanimous vote.**

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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 first day of October, 2018 at Seven-Thirty in the evening, to consider the following:

**ARTICLE LISTINGS**

<b>Article 1</b>	Wage and Classification Schedule
<b>Article 2</b>	Amend the Fiscal Year 2019 Operating Budget
<b>Article 3</b>	Amend Zoning Bylaw to Ban Certain Kinds of Recreational Marijuana
	Town Manager's Report to the October 1, 2018 Fall Town Meeting
	Appendix A – Wage and Classification Schedule
	Appendix B – Fiscal Year 2019 Revised Operating Budget

**ARTICLE 1: WAGE AND CLASSIFICATION SCHEDULE**

To see if the Town will vote to amend and adopt for Fiscal Year 2019 the Town of Groton Wage and Classification schedule as shown in Appendix A of this Warrant, or to take any other action relative thereto.

**SELECT BOARD  
TOWN MANAGER**

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

**Summary:** *The purpose of this Article is to set the wage and classification schedule for the three (3) employees covered by the Personnel Bylaw. Under the policy of the Select Board, these employees receive the same benefits as contained in the Town Supervisors' Union Contract. Now that the Supervisor's Union Contract has been settled, the Wage and Classification Schedule approved at the 2018 Spring Town Meeting under Article 3, needs to be updated to reflect these changes. Essentially, these employees will receive a four (4) percent cost of living adjustment and increase their health insurance cost share from twenty (20%) percent employee funded to thirty (30%) percent employee funded. Another important change will be that any employee performance adjustment received will be paid as a one-time cash payment, instead of added to the employees' base pay. This will reduce the cost of wage adjustments in the future.*

**Mover: John Giger**

**MOTION:** I move that the Town of Groton Wage and Classification schedule as shown in Appendix A of the Warrant for the October 1, 2018 Special Town Meeting be adopted for Fiscal Year 2019.

**Moved and Seconded**  
**Quantum of Town Meeting Vote: Majority**  
**Vote on Main Motion – Article 1: Passed by Unanimous Vote**

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**ARTICLE 2: AMEND THE FISCAL YEAR 2019 TOWN OPERATING BUDGET**

To see if the Town will vote to amend the Fiscal Year 2019 Operating Budget as adopted under Article 4 of the 2018 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 2019, or to take any other action relative thereto.

**FINANCE COMMITTEE  
SELECT BOARD  
TOWN MANAGER**

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

**Summary:** *The Fiscal Year 2019 Town Operating Budget was approved at the 2018 Spring Town Meeting in April, 2018. At that time, the Town had yet to complete negotiations with the various Town Unions and, while money was set aside to address Collective Bargaining, the various budgetary line items were approved without any funding for this purpose. Since that time, all Unions have settled with the Town and the Town needs to fund the Agreements. 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 2019 Operating Budget, including addressing Collective Bargaining. Please see the Town Manager's Report contained in the back of this Warrant for an explanation of the outcome of Collective Bargaining and outlining any of the other proposed changes.*

**Mover: Gary Green**

**MOTION:** I move that the Town of Groton Fiscal Year 2019 Operating Budget, as adopted under Article 4 of the April 30, 2018 Spring Town Meeting, be hereby amended as shown on the following chart, each line item to be considered as a separate appropriation for the purposes voted, and to appropriate from Emergency Medical Services Receipts Reserved the sum of \$80,000 to Fire and Emergency Medical Services and to appropriate the sum of Eighty-Five Thousand One Hundred Eighty-Four (\$85,184) Dollars from the Fiscal Year 2019 Tax Levy and other General Revenues of the Town, to fund said increases, for a total of \$165,184:

# ARTICLE 2 BUDGET ADJUSTMENTS

LINE	DEPARTMENT/DESCRIPTION	FY 2019		FY 2019		DIFFERENCE
		ORIGINAL	BUDGET	PROPOSED	BUDGET	
		4/30/2018		10/1/2018		
1030	Town Manager Salaries	\$	207,912	\$	211,121	\$ 3,209
1031	Town Manager Wages	\$	108,280	\$	114,138	\$ 5,858
1051	Town Accountant Wages	\$	44,067	\$	46,187	\$ 2,120
1060	Board of Assessors Salaries	\$	72,000	\$	75,555	\$ 3,555
1061	Board of Assessors Wages	\$	50,316	\$	52,675	\$ 2,359
1070	Treasurer/Collector Salaries	\$	84,125	\$	88,165	\$ 4,040
1071	Treasurer/Collector Wages	\$	104,658	\$	111,864	\$ 7,206
1080	Town Counsel Expenses	\$	70,000	\$	90,000	\$ 20,000
1090	Human Resources Salary	\$	75,412	\$	79,104	\$ 3,692
1100	Information Technology Salary	\$	104,888	\$	109,759	\$ 4,871
1101	Information Technology Wages	\$	54,288	\$	56,635	\$ 2,347
1131	Town Clerk Wages	\$	58,731	\$	61,274	\$ 2,543
1200	Conservation Commission Salary	\$	63,240	\$	65,796	\$ 2,556
1210	Planning Board Salaries	\$	76,500	\$	80,235	\$ 3,735
1220	Zoning Board of Appeals Wages	\$	19,285	\$	19,630	\$ 345
1240	Building Inspector Salaries	\$	84,125	\$	88,165	\$ 4,040
1241	Building Inspector Wages	\$	56,949	\$	58,327	\$ 1,378
1300	Police Salaries	\$	329,378	\$	326,053	\$ (3,325)
1301	Police Department Wages	\$	1,739,539	\$	1,815,832	\$ 76,293
1302	Police Department Expenses	\$	198,849	\$	210,969	\$ 12,120
1311	Fire Department Wages	\$	809,601	\$	909,540	\$ 99,939
1312	Fire Department Expenses	\$	168,300	\$	172,700	\$ 4,400
1370	Police and Fire Communications Wages	\$	480,247	\$	497,796	\$ 17,549
1500	Highway Department Salaries	\$	103,824	\$	108,592	\$ 4,768
1501	Highway Department Wages	\$	656,020	\$	682,727	\$ 26,707
1502	Highway Department Expenses	\$	134,300	\$	136,900	\$ 2,600
1540	Municipal Building Wages	\$	131,626	\$	135,700	\$ 4,074
1550	Solid Waste Disposal Wages	\$	128,236	\$	133,393	\$ 5,157
1600	Council on Aging Salaries	\$	73,524	\$	76,790	\$ 3,266
1601	Council on Aging Wages	\$	72,785	\$	75,451	\$ 2,666
1610	Senior Center Van Wages	\$	59,580	\$	60,200	\$ 620
1660	Library Salary	\$	367,248	\$	379,281	\$ 12,033
1661	Library Wages	\$	317,936	\$	326,922	\$ 8,986
1700	Country Club Salary	\$	143,285	\$	149,336	\$ 6,051
3010	Health Insurance/Employee Expenses	\$	1,908,875	\$	1,716,301	\$ (192,574)
TOTAL		\$	9,157,929	\$	9,323,113	\$ 165,184

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

## Discussion:

- **Mr. Green:** The reason for budget adjustments are two new firefighters, new town counsel and finalized state aid and new growth numbers. The firefighters will be

partially paid by ambulance receipts and the local meals tax. The budget adjustments needed to be made so that the tax rate could be set.

- Mr. Giger explained that the call firefighter model is not reliable to meet current and ongoing demands. The Fire Department Study Task Force still needs time to complete its work. However, the need cannot wait. Statistics were provided showing the number of “less than optimum” and “without full time coverage” shifts since January, 2016 (2016: 28/234; 2017: 63/255; 2018 to date: 35/40). This is not a sustainable model in an environment of increasing incidents (18% increase in 2018) and state mandated inspections (6% increase).

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

### **ARTICLE 3: AMEND ZONING BYLAW TO BAN CERTAIN USES OF RECREATONAL MARIJUANA**

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

A) By adding the following definitions to Section 218-4, Definitions:

**Craft marijuana cultivator cooperative**, a marijuana cultivator comprised of residents of the Commonwealth and organized as a limited liability company, limited liability partnership, or cooperative corporation under the laws of the Commonwealth, which is licensed to cultivate, obtain, manufacture, process, package and brand cannabis or marijuana products to transport marijuana to marijuana establishments, but not to consumers.

**Marijuana research facility**, an entity licensed to engage in research projects by the Massachusetts Cannabis Control Commission.

**Marijuana microbusiness**, a co-located marijuana establishment that can be either a Tier 1 marijuana cultivator or product manufacturer or both, in compliance with the operating procedures for each license (as defined and classified by the Massachusetts Cannabis Control Commission).

B) Revising Section 218-13, Schedule of Use Regulations, for the category of Marijuana Establishments and marijuana-related business, as added by vote of the 2018 Spring Town Meeting, to provide that such uses shall be prohibited in all zoning districts, as follows (with deletions shown in strikethrough and additions shown as underlined):

#### **Section 218-13**

	R-A	R-B	NB	VB	GB	I	P	O
<b>Marijuana Establishments any other type of licensed marijuana-related business</b>								
Marijuana cultivator, <u>but not including craft marijuana cultivator cooperative</u>	N	N	N	N	<del>N</del> <u>PB</u>	PB	N	N
Marijuana product manufacturer	N	N	N	N	N	<del>PB</del> <u>N</u>	N	N
Marijuana retailer	N	N	N	N	<del>PB</del> <u>N</u>	<del>PB</del> <u>N</u>	N	N
Marijuana testing facility	N	N	N	N	PB	PB	N	N
Marijuana transportation or distribution	N	N	N	N	N	<del>PB</del> <u>N</u>	N	N



facility								
<u>Marijuana research facility</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>PB</u>	<u>PB</u>	<u>N</u>	<u>N</u>
Any other type of licensed marijuana-related business, <u>including marijuana microbusiness</u>	N	N	N	N	N	<del>PB</del> <u>N</u>	N	N
On-site consumption of marijuana at licensed marijuana establishment	N	N	N	N	N	N	N	N

- C) Revising Section 218-16.1, Marijuana Establishments, as adopted at the 2018 Spring Town Meeting, subsections C(5).c and D(3), as follows (with deletions shown in strikethrough and additions shown as underlined):

### Section 218-16.1

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

- (5) ~~Pursuant to Massachusetts General Laws Chapter 94G, Section 3(b) (2) t~~ The maximum number of Licensed Marijuana Establishments in the Town of Groton shall be consistent with the following provision.

- ~~a) Shall not prohibit one or more types of Marijuana Establishment~~
- ~~b) Shall not limit the number of marijuana retail establishments, to less than 20% of liquor licenses issued pursuant to Section 15 of MGL Chapter 138 for retail sale of alcohol not consumed on the premises in the Town of Groton. Said number to be rounded up to the next whole number.~~
- c) The number of total non-retail Marijuana Establishments as established in Section 218-16.1 (D)(3) shall not exceed ~~one (1)~~ an aggregate of three (3).

- D. Special permit requirements. . . .

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

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

or to take any other action relative thereto.

### SELECT BOARD

Select Board: **Recommended (3 In Favor – 2 Against, Manugian, Pease)**

Finance Committee: **No Position**

Planning Board: **No Position (Note: The Planning Board did not craft this amendment. More than 21 days since its hearing have elapsed. No report is required.)**

**Summary:** *The Select Board placed non-binding questions on the 2018 Spring Town Election Ballot asking the Town to advise them as to what kinds of Recreational Marijuana Uses should be allowed in Groton. Based on the results, it appears that the Town would be in favor of cultivation, testing and research only. The purpose of this Article is to amend the Zoning Bylaw adopted at the 2018 Spring Town Meeting by banning all other uses of Recreational Marijuana in the Town of Groton. Should Town Meeting pass this proposed bylaw by the required 2/3's Majority, the Select Board will call for a Special Election on November 6, 2018 to confirm this vote as required by State Law.*

**Mover: Rebecca Pine**

**MOTION:** I move that the Code of the Town of Groton, Chapter 218 Zoning be hereby amended as follows, by amending Section 218-4; Section 218-13; and Section 218-16.1 as set forth in the Warrant for the October 1, 2018 Special Town Meeting.

**Moved and Seconded**

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

**Discussion:**

- Select Board Member Pine reviewed the history of how this question came to be on this warrant, citing the history of Groton binding and non-binding voting on the issue and a Select Board survey.
- The issue and the amendment are complex to understand, with the amendment banning some types of marijuana establishments but allowing for more vendors to be based in Groton (in aggregate).
- If the article were defeated, current zoning would remain in place.
- If the amendment were passed, it could be changed in the future. If a future less restrictive proposal were proposed, only a town meeting vote would be required. If a future more restrictive proposal were proposed, a town meeting vote and a ballot vote would be required.
- If the article were passed, cultivator, research and testing establishments would be allowed. If it were not passed, any category of establishment would be allowed.

**MOTION to Move the Question**

**Moved and Seconded**

**Quantum: 2/3rds Majority**

**Vote on Motion to Move the question: Passed by 2/3rds Majority.**

**Tellers were sworn: Michael Manugian, Robert Johnson, Connie Sartini, Elizabeth reeves, Owen Lathrop, Matt Pisani**

**Vote on Main Motion – Article 3: Passed by 2/3rds Vote (142 In favor, 70 Against)**

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**Motion to dissolve the Special Town Meeting:**

**Moved and Seconded**

**Passed by Unanimous Vote**

**The October 1, 2018 Special Town Meeting was dissolved at 8:43 PM.**

Hereof fail not and make return of your doings to the Town Clerk on or before time of said meeting.

Given under our hands this 10<sup>th</sup> Day of September in the year of our Lord Two Thousand Eighteen.

Barry A. Pease

Barry A. Pease, Chair

Alison S. Manugian

Alison S. Manugian, Vice Chair

John R. Giger

John R. Giger, Clerk

Joshua A. Degen

Joshua A. Degen, 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

# TOWN MANAGER'S REPORT TO THE OCTOBER 1, 2018 SPECIAL TOWN MEETING

Article 2 of the October 1, 2018 Special Town Meeting Warrant amends the Fiscal Year 2019 Operating Budget of the Town of Groton. When the budget was originally approved at the 2018 Spring Town Meeting the Town had yet to conclude negotiations with the Town's seven (7) Unions. I am pleased to report that the Town has successfully concluded and ratified (subject to Town Meeting approval) Agreements with all seven (7) Unions. Town Meeting now needs to approve the funding for the Agreements and adjust the various line items to reflect agreed upon salaries and other budget related items. There were two other significant changes in the budget that will also be discussed in this Report, which will provide you with a breakdown of the proposed changes, along with a summary of the various Collective Bargaining Agreements and how they will impact the Fiscal Year 2019 Tax Rate.

As you will recall, the 2018 Spring Town Meeting voted a budget of \$37,708,862, which was \$40,000 under the levy limit based on our best estimate of revenues at that time. At that Town Meeting, we estimated that the Fiscal Year 2019 Tax Rate would be \$19.02. 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 revenues will come in higher than 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	\$ 912,979	\$ 909,717	\$ (3,262)
State Charges	\$ 89,523	\$ 91,612	\$ 2,089
Snow and Ice Deficit	\$ 200,000	\$ 171,350	\$ 28,650
Cherry Sheet Offsets	\$ 1,000	\$ 1,000	\$ -
Off-Set Receipts	\$ 20,000	\$ 18,998	\$ (1,002)
Property Tax Levy	\$ 30,514,306	\$ 30,616,991	\$ 102,685
Local Receipts	\$ 3,993,241	\$ 3,993,241	\$ -
		<b>Difference</b>	<b>\$ 129,160</b>

Enclosed with this Warrant is Appendix B, which is a line by line comparison of proposed changes in the Town's Operating Budget, based on three major considerations. First, the Select Board and the Finance Committee have agreed to add two permanent full time Firefighter/EMT's to the Fire Department's Budget in Fiscal Year 2019. This is a necessary first step to protect the Town and its residents due to staffing shortages that the Town has been facing for the last several years. While the Fire Department has been able to address these shortages with its dedicated Call Department Members, it is becoming increasingly difficult to fill these shifts on a regular basis.

It is important to note that the Fire Department Task Force Study Committee has begun its work to determine whether or not to recommend a permanent increase in staffing to provide for 24/7 coverage. They will need several months to complete their work and make a final recommendation to the Select Board and Finance Committee. However, the immediate need for two additional Firefighter/EMT's cannot wait. To illustrate the need, one needs to look no further than what has transpired over the last two and one-half years (since January, 2016). The following chart shows the number of weekday shifts, shifts where the Department ran with less than the optimum number of Firefighter/EMT's (four), and the number of vacant full-time shifts:

Year/Period	Number of Weekday Shifts	Shifts with less than Optimum Coverage	Vacant Full-Time Shifts
Jan, 2016 – Dec, 2016	262	28	234
Jan, 2017 – Dec, 2017	260	53	155
Jan, 2018 – Present	152	35	140

This cannot continue for several reasons. First, the Full-Time Staff is experiencing a high level of overtime that is leading to burnout and errors. Second, the Fire Chief is forced to serve as a Firefighter/EMT (serving as fourth, third or in some instances second Firefighter/EMT for coverage). Third, the Department has lost 11 per diem Firefighter/EMT's over the last two years, further exacerbating the issue by reducing coverage.

Adding these two positions would allow the Fire Chief to assign them to opposite 12-hour shifts working the four (4) on, four (4) off schedules. These two shifts will mirror the shifts currently filled by the two Lieutenants. This will provide consistency in supervision. The 12 hours shifts will run from 8:00 a.m. through 8:00 p.m. This schedule will allow the Department to bolster their coverage seven (7) days a week to prevent any further staffing crisis such as those the Department has experienced this summer. Further, it will provide a control mechanism to hold overtime usage within budget. In addition, it will provide one (1) person in the station from 6:00 p.m. to 8:00 p.m., which are the absolute toughest hours for the Department to find Fire and EMS coverage. That said, one (1) person on duty does not accomplish total coverage. This means that the on-duty person will need to wait for additional personnel to arrive prior to responding to a call. Based on this, the budget for the Call Department must stay intact as is, since their utilization will remain unchanged. In addition to the extended coverage, the two (2) additional personnel allows for three (3) people on duty during weekend hours where the Department experiences a higher call volume with limited on-call support.

To understand the budgetary impact of adding the two (2) Firefighter/EMT's, the following full year budget is offered (based on FY 2020 Firefighter Union Contract):

Full-time Salaries (2 Firefighters at \$57,941)	\$115,882
Uniform Costs	\$ 4,400
Health Insurance (2 family plans at 70% Town Cost)	<u>\$ 28,795</u>
Total	\$149,077

The Department would expect the Firefighters to start working full time around January 1, 2019, therefore, it is anticipated that the FY 2019 cost would be half, or \$74,539. This can be paid for out of Ambulance Revenues, which currently has a balance (as of July 1, 2018) of \$535,000. To pay for FY 2020, it is believed that a combination of recurring Ambulance Revenue,

increased Meals Tax and levy limit tax capacity, will provide sufficient funding to pay for these positions in FY 2020 and beyond. It is anticipated that the Town will be able to increase the amount taken from Ambulance Revenues from \$225,000 to \$300,000 in FY 2020. It is also anticipated that the Town can increase its annual estimate in meals tax revenue from the current budgeted amount of \$120,000 in FY 2019 to \$140,000 in FY 2020 based on the addition of two new restaurants slated to open this Fall. These two revenue sources would require a tax contribution of \$55,000 from the general fund to cover the full year cost. It is too early to determine the impact of the Room Occupancy Tax as there is not enough information at this time to determine the anticipated revenue from this tax. Revenue Estimates are as follows:

Amount Needed in FY 2020	\$149,077
Ambulance Revenue	(\$ 75,000)
Increased Meals Tax	(\$ 20,000)
Levy Capacity – Tax Revenue	<u>(\$ 54,077)</u>
Balance	\$ 0

The Fire Department Wage Line and Health Insurance Line have been adjusted to reflect this addition of personnel.

The second proposed change in the Fiscal Year 2019 Operating Budget is a \$20,000 increase in the Town Counsel Budget Line. This change is based on the Select Board's decision to change Town Counsel Firms.

The third proposed change impacts several line items in the budget to reflect the settled Contracts. The following is a summary of the Collective Bargaining Agreements:

#### **Groton Communications Officers IBPO Local, #522**

The Town entered into a three-year agreement with this Union, in effect from July 1, 2018, through June 30, 2021. With regard to Salary Adjustments, each Union Member would receive a \$775 annual salary adjustment on June 30, 2018, and then have their hourly rate adjusted. This new hourly rate would then be increased by 2.5% effective July 1, 2018. Each Union Member would receive a salary adjustment of 1.75% in years two and three of the Agreement. There were minor adjustments in education reimbursement and First Responder stipends. Health Insurance Premium cost share was adjusted from the current 80 percent (Town Share)/20 percent (Employee Share) to 75/25 in FY 2019, 73/27 in FY 2020 and 70/30 in FY 2021. In addition, funding for a Health Reimbursement Account was eliminated from the contract. There were several wording changes in the Agreement that had no monetary impact, but will allow for smoother day to day operations.

The Financial Impact of this Agreement in FY 2019 is as follows:

Salary		\$ 16,406
Education		\$ 500
EMD Stipend		\$ 1,560
Sub-Total Cost		\$ 18,466
75/25 Cost Share Split		\$ (6,573)
HRA		\$ (3,352)
<b>YEAR 1 COST</b>		<b>\$ 8,541</b>

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### **Town Hall and Library Employees SEIU 888**

The Town entered into a three-year agreement with this Union, in effect from July 1, 2018, through June 30, 2021. With regard to Salary Adjustments, Union Members participating in the Town's Health Insurance Program as of July 1, 2018 shall receive a wage adjustment of four (4%) percent effective July 1, 2018. All other Employees shall receive a wage adjustment of two and one-half (2.5%) percent effective July 1, 2018. Each Union Member would receive a salary adjustment of 2% in years two and three of the Agreement. There was also a slight increase in the clothing allowance. Health Insurance Premium cost share was adjusted from the current 80 percent (Town Share)/20 percent (Employee Share) to 75/25 in FY 2019 and 70/30 in FY 2020. In addition, funding for a Health Reimbursement Account was eliminated from the contract, although a one-time cash payment to employees who used to participate in this program will be made in FY 2019. There were several wording changes in the Agreement that had no monetary impact.

The Financial Impact of this Agreement in FY 2019 is as follows:

Salary		\$ 50,915
One-Time Health Insurance Pay		\$ 6,475
Sub-Total Cost		\$ 57,390
75/25 Cost Share Split		\$ (17,520)
HRA		\$ (12,375)
<b>YEAR 1 COST</b>		<b>\$ 27,495</b>

## Highway, Transfer Station and Water Department Employees SEIU 888

The Town entered into a three-year agreement with this Union, in effect from July 1, 2018, through June 30, 2021. With regard to Salary Adjustments, Union Members shall receive a wage adjustment of four (4%) percent effective July 1, 2018. Each Union Member would receive a salary adjustment of 2% in years two and three of the Agreement. There were slight adjustments in the clothing allowance and various stipends received by Union members. Health Insurance Premium cost share was adjusted from the current 80 percent (Town Share)/20 percent (Employee Share) to 75/25 in FY 2019 and 70/30 in FY 2020. In addition, funding for a Health Reimbursement Account was eliminated from the contract. There were several wording changes in the Agreement that had no monetary impact.

The Financial Impact of this Agreement in FY 2019 is as follows:

Salary		\$ 30,289
Snow/Sanding Stand By Pay		\$ 1,690
Clothing Allowance		\$ 1,300
License Stipend		\$ 1,300
Summer Standby Stipend		\$ 130
Overtime (Estimate)		\$ 3,500
Sub-Total Cost		\$ 38,209
75/25 Cost Share Split		\$ (11,946)
HRA		\$ (7,025)
<b>YEAR 1 COST</b>		<b>\$ 19,238</b>

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## Town Supervisors Union AFSCME, Council 93

The Town entered into a three-year agreement with this Union, in effect from July 1, 2018, through June 30, 2021. With regard to Salary Adjustments, Union Members shall receive a wage adjustment of four (4%) percent effective July 1, 2018. Each Union Member would receive a salary adjustment of 2% in years two and three of the Agreement. Increases paid to employees based on their performance will no longer be added to the Employee's base and will be paid as a one-time cash payment. Health Insurance Premium cost share was adjusted from the current 80 percent (Town Share)/20 percent (Employee Share) to 70/30 effective on October 1, 2018. In addition, funding for a Health Reimbursement Account was eliminated from the contract, although a one-time cash payment to employees who used to participate in this program will be made in FY 2019, FY 2020 and FY 2021. A Health Insurance Opt Out Program was also established providing payments to employees who choose not to take the Town's Health Insurance.



The Financial Impact of this Agreement in FY 2019 is as follows:

Salary		\$ 27,617
Health Insurance Payment		\$ 5,725
Opt Out		\$ 3,650
Sub-Total Cost		\$ 36,992
70/30 Cost Share Split (Oct. 1)		\$ (14,808)
HRA		\$ (5,725)
<b>YEAR 1 COST</b>		<b>\$ 16,459</b>

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### **Professional Firefighters of Groton IAFF, Local 4879**

The Town entered into a three-year agreement with this Union, in effect from July 1, 2018, through June 30, 2021. With regard to Salary Adjustments, Union Members shall receive a wage adjustment of four (4%) percent effective July 1, 2018. Each Union Member would receive a salary adjustment of 2% in years two and three of the Agreement. In addition, Full-time employees who are held over at the end of their shift for any work-related purpose, shall receive a minimum of two-hours of overtime pay. Health Insurance Premium cost share was adjusted from the current 80 percent (Town Share)/20 percent (Employee Share) to 70/30 effective on October 1, 2018. Funding for a Health Reimbursement Account was also eliminated from the contract, although a one-time cash payment to employees who used to participate in this program will be made in FY 2019, FY 2020 and FY 2021.

The Financial Impact of this Agreement in FY 2019 is as follows:

Salary		\$ 13,855
Holdover Shift (Estimate)		\$ 16,000
HRA Offset		\$ 2,675
Overtime (Estimate)		\$ 4,000
Sub-Total Cost		\$ 36,530
70/30 Cost Share Split		\$ (8,310)
HRA		\$ (2,675)
<b>YEAR 1 COST</b>		<b>\$ 25,545</b>

### **Groton Patrolmen's Association**

The Town entered into a three-year agreement with this Union, in effect from July 1, 2018, through June 30, 2021. With regard to Salary Adjustments, Union Members shall receive a wage adjustment of four (4%) percent effective July 1, 2018. Each Union Member would receive a salary adjustment of 2% in years two and three of the Agreement. There were slight adjustments in the uniform and clothing allowance and various stipends received by Union members. Health Insurance Premium cost share was adjusted from the current 80 percent (Town Share)/20 percent (Employee Share) to 75/25 in FY 2019 and 70/30 in FY 2020. In addition, funding for a Health Reimbursement Account was eliminated from the contract, although a one-time cash payment to employees who used to participate in this program will be made in FY 2019, FY 2020 and FY 2021.

The Financial Impact of this Agreement in FY 2019 is as follows:

Salary		\$ 36,246
HRA Offset		\$ 5,375
Clothing Allowance		\$ 1,300
Cleaning Allowance		\$ 3,380
Overtime (Estimate)		\$ 14,000
Sub-Total Cost		\$ 60,301
75/25 Cost Share Split		\$ (9,270)
HRA		\$ (5,375)
<b>YEAR 1 COST</b>		<b>\$ 45,656</b>

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### **Groton Superior Officers Association NEPBA, Local 53**

The Town entered into a three-year agreement with this Union, in effect from July 1, 2018, through June 30, 2021. With regard to Salary Adjustments, each Union Member's salary will be sixteen and one-half (16.5%) percent differential from the top step Patrolmen to the Sergeant's Base Rate (current differential is 15%). A professional development stipend of \$2,000 was established for each Union Member. There were slight adjustments in the uniform and clothing allowance and various stipends received by Union members. Health Insurance Premium cost share was adjusted from the current 80 percent (Town Share)/20 percent (Employee Share) to 75/25 in FY 2019, 73/27 in FY 2020 and 70/30 in FY 2021. In addition, funding for a Health Reimbursement Account was eliminated from the contract. There were several wording changes in the Agreement that had no monetary impact, but will allow for smoother day to day operations.

The Financial Impact of this Agreement in FY 2019 is as follows:

Uniforms		\$ 400
Cleaning Allowance		\$ 4,160
Salary		\$ 16,372
Stipend		\$ 1,600
Professional Development		\$ 6,000
Sub-Total Cost		\$ 28,532
75/25 Cost Share Split		\$ (3,714)
HRA		\$ (2,700)
<b>YEAR 1 COST</b>		<b>\$ 22,118</b>

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The Town's Operating Budget will increase by \$165,184 (from \$37,708,862 to \$37,874,045) based on these changes. Funding for the new Firefighter/EMTs will come from Ambulance Revenues, while the remaining funding will come from taxation. Based on the new Revenue Estimates, approving this proposed new Budget will leave the Town \$81,803 under the anticipated FY 2019 Levy Limit. The new anticipated Tax Rate for FY 2019 will be \$18.99 (a slight decrease from the original estimate in the Spring). The following Chart shows the comparison between FY 2018 and FY 2019:

	<u>Actual</u> <u>FY 2018</u>	<u>Proposed</u> <u>FY 2019</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
Levy Capacity Used*	\$ 28,971,162	\$ 30,535,188	\$ 1,564,026	5.40%
Tax Rate on Levy Capacity Used	\$ 17.37	\$ 18.00	\$ 0.63	3.63%
Average Tax Bill	\$ 7,382	\$ 7,650	\$ 268	3.63%
Excluded Debt	\$ 2,172,895	\$ 1,677,855	\$ (495,040)	-22.78%
Tax Rate on Excluded Debt	\$ 1.30	\$ 0.99	\$ (0.31)	-23.85%
Average Tax Bill	\$ 553	\$ 421	\$ (132)	-23.85%
Final Levy Used	\$ 31,144,057	\$ 32,213,043	\$ 1,068,986	3.43%
Final Tax Rate	\$ 18.67	\$ 18.99	\$ 0.32	1.71%
Average Tax Bill	\$ 7,935	\$ 8,071	\$ 136	1.71%

Respectfully submitted,

*Mark W. Haddad*

Mark W. Haddad  
Town Manager

		<b>APPENDIX A</b>			<b>FACTOR:</b>	<b>1.0400</b>
		Town of Groton Personnel By-Law				
		Wage and Classification Schedule				
		Fiscal Year 2019 (Effective July 1, 2018)				
Grade	Position Title	Low				High
4	Salary					
		38,115				47,169
	Wages					
		18.35				22.67
5	Salary					
		40,291				49,869
	Wages					
		19.39				23.98
7	Salary					
		46,588				59,012
	Wages					
		22.93				28.36
8	Salary					
		52,888				65,485
	Wages					
		25.43				31.48
9	Salary					
	Executive Assistant to Town Manager	54,163				67,024
	Wages					
		26.04				32.23
10	Salary					
		62,118				76,864
	Wages					
		29.87				40.14
11	Salary					
	Human Resources Director	66,734				82,582
	Wages					
		32.09				39.71
12	Salary					
		66,935				82,871
	Wages					
		32.20				39.85

		<b>APPENDIX A</b>			<b>FACTOR:</b>	<b>1.0400</b>
		<b>Town of Groton Personnel By-Law</b>				
		<b>Wage and Classification Schedule</b>				
		<b>Fiscal Year 2019 (Effective July 1, 2018)</b>				
<b>Grade</b>	<b>Position Title</b>	<b>Low</b>				<b>High</b>
13	Salary	68,737				85,048
	Wages	33.05				40.90
14	Salary	69,315				85,774
	Wages	33.33				41.24
15	Salary	73,092				90,447
	Wages	35.13				43.48
16	Salary	75,732				93,770
	Wages	36.41				45.06
17	Salary	84,844				104,961
	Wages	40.79				50.47
18	Salary	91,754				113,553
	IT Director					
	Wages	44.12				54.60
19	Salary	94,164				116,513
	Wages	45.26				56.04
20	Salary	100,967				124,175
	Wages	48.55				59.71

	<b>APPENDIX A</b>				
	<b>NON-CLASSIFIED, TEMPORARY SEASONAL AND STIPEND POSITIONS</b>				
<b>NON-STEP AND STIPEND POSITIONS</b>					
	<b>FIRE/EMS DEPARTMENT</b>			<b>Country Club Seasonal Employees</b>	
	Deputy Chief: Fire	24.84		Pro Shop Staff	11.00 - 15.00
	Deputy Chief: EMS	24.41		Pool Staff	11.00 - 15.00
	Rescue Advisory	1.00		Lifeguards	11.00 - 16.00
	Call Captain: Fire	24.03		Swim Coaches	11.00 - 21.00
	Call Captain: EMS	24.03		Camp Staff	11.00 - 15.00
	Call Lieutenant: Fire	23.55		Counselors	11.00 - 16.50
	Call Lieutenant: EMS	23.55		Buildings & Grounds	11.00 - 25.00
	Call Lieutenant: Rescue	23.55			
	Call Firefighter	20.60		Library Shelves	11.00 - 15.00
	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			
	<b>MISCELLANEOUS</b>				
	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			

# APPENDIX B

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b><u>GENERAL GOVERNMENT</u></b>				
<b>MODERATOR</b>				
1000	Salaries	\$ 65	\$ 65	\$ -
1001	Expenses	\$ 80	\$ 80	\$ -
<hr/>				
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 145</b>	<b>\$ 145</b>	<b>\$ -</b>
<b>SELECT BOARD</b>				
1020	Salaries	\$ -	\$ -	\$ -
1021	Wages	\$ -	\$ -	\$ -
1022	Expenses	\$ 3,100	\$ 3,100	\$ -
1023	Engineering/Consultant	\$ -	\$ -	\$ -
1024	Minor Capital	\$ 27,000	\$ 27,000	\$ -
<hr/>				
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 30,100</b>	<b>\$ 30,100</b>	<b>\$ -</b>
<b>TOWN MANAGER</b>				
1030	Salaries	\$ 207,912	\$ 211,121	\$ 3,209
1031	Wages	\$ 108,280	\$ 114,138	\$ 5,858
1032	Expenses	\$ 14,000	\$ 14,000	\$ -
1033	Engineering/Consultant	\$ -	\$ -	\$ -
1034	Performance Evaluations	\$ -	\$ -	\$ -
<hr/>				
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 330,192</b>	<b>\$ 339,259</b>	<b>\$ 9,067</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>FINANCE COMMITTEE</b>				
1040	Expenses	\$ 210	\$ 210	\$ -
1041	Reserve Fund	\$ 150,000	\$ 150,000	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 150,210</b>	<b>\$ 150,210</b>	<b>\$ -</b>
<b>TOWN ACCOUNTANT</b>				
1050	Salaries	\$ 91,110	\$ 91,110	\$ -
1051	Wages	\$ 44,067	\$ 46,187	\$ 2,120
1052	Expenses	\$ 32,140	\$ 32,140	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 167,317</b>	<b>\$ 169,437</b>	<b>\$ 2,120</b>
<b>BOARD OF ASSESSORS</b>				
1060	Salaries	\$ 72,000	\$ 75,555	\$ 3,555
1061	Wages	\$ 50,316	\$ 52,675	\$ 2,359
1062	Expenses	\$ 22,630	\$ 22,630	\$ -
1063	Legal Expense	\$ -	\$ -	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 144,946</b>	<b>\$ 150,860</b>	<b>\$ 5,914</b>
<b>TREASURER/TAX COLLECTOR</b>				
1070	Salaries	\$ 84,125	\$ 88,165	\$ 4,040
1071	Wages	\$ 104,658	\$ 111,864	\$ 7,206
1072	Expenses	\$ 21,865	\$ 21,865	\$ -
1073	Tax Title	\$ 4,500	\$ 4,500	\$ -
1074	Bond Cost	\$ 6,000	\$ 6,000	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 221,148</b>	<b>\$ 232,394</b>	<b>\$ 11,246</b>



LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>TOWN COUNSEL</b>				
1080	Expenses	\$ 70,000	\$ 90,000	\$ 20,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 70,000</b>	<b>\$ 90,000</b>	<b>\$ 20,000</b>
<b>HUMAN RESOURCES</b>				
1090	Salary	\$ 75,412	\$ 79,104	\$ 3,692
1091	Expenses	\$ 10,000	\$ 10,000	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 85,412</b>	<b>\$ 89,104</b>	<b>\$ 3,692</b>
<b>INFORMATION TECHNOLOGY</b>				
1100	Salary	\$ 104,888	\$ 109,759	\$ 4,871
1101	Wages	\$ 54,288	\$ 56,635	\$ 2,347
1102	Expenses	\$ 24,800	\$ 24,800	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 183,976</b>	<b>\$ 191,194</b>	<b>\$ 7,218</b>
<b>GIS STEERING COMMITTEE</b>				
1120	Expenses	\$ 18,600	\$ 18,600	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 18,600</b>	<b>\$ 18,600</b>	<b>\$ -</b>
<b>TOWN CLERK</b>				
1130	Salaries	\$ 83,936	\$ 83,936	\$ -
1131	Wages	\$ 58,731	\$ 61,274	\$ 2,543
1132	Expenses	\$ 11,690	\$ 11,690	\$ -
1135	Minor Capital	\$ -	\$ -	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 154,357</b>	<b>\$ 156,900</b>	<b>\$ 2,543</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>ELECTIONS &amp; BOARD OF REGISTRARS</b>				
1140	Stipend	\$ 14,346	\$ 14,346	\$ -
1141	Expenses	\$ 11,070	\$ 11,070	\$ -
1142	Minor Capital	\$ -	\$ -	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 25,416</b>	<b>\$ 25,416</b>	<b>\$ -</b>
<b>STREET LISTINGS</b>				
1150	Expenses	\$ 5,100	\$ 5,100	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 5,100</b>	<b>\$ 5,100</b>	<b>\$ -</b>
<b>INSURANCE &amp; BONDING</b>				
1160	Insurance & Bonding	\$ 230,000	\$ 230,000	\$ -
1161	Insurance Deductible Reserve - Liability	\$ 12,000	\$ 12,000	\$ -
1162	Insurance Deductible Reserve - 111F	\$ 25,000	\$ 25,000	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 267,000</b>	<b>\$ 267,000</b>	<b>\$ -</b>
<b>TOWN REPORT</b>				
1170	Expenses	\$ 1,500	\$ 1,500	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ -</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>POSTAGE/TOWN HALL EXPENSES</b>				
1180	Expenses	\$ 55,000	\$ 55,000	\$ -
1181	Telephone Expenses	\$ 40,000	\$ 40,000	\$ -
1182	Office Supplies	\$ 17,000	\$ 17,000	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 112,000</b>	<b>\$ 112,000</b>	<b>\$ -</b>
	<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$ 1,967,419</b>	<b>\$ 2,029,219</b>	<b>\$ 61,800</b>
<b><u>LAND USE DEPARTMENTS</u></b>				
<b>CONSERVATION COMMISSION</b>				
1200	Salary	\$ 63,240	\$ 65,796	\$ 2,556
1201	Wages	\$ -	\$ -	\$ -
1202	Expenses	\$ 6,724	\$ 6,724	\$ -
1203	Engineering & Legal	\$ -	\$ -	\$ -
1204	Minor Capital	\$ -	\$ -	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 69,964</b>	<b>\$ 72,520</b>	<b>\$ 2,556</b>
<b>PLANNING BOARD</b>				
1210	Salaries	\$ 76,500	\$ 80,235	\$ 3,735
1211	Wages	\$ -	\$ -	\$ -
1212	Expenses	\$ 7,850	\$ 7,850	\$ -
1215	M.R.P.C. Assessment	\$ 3,600	\$ 3,600	\$ -
1216	Legal Budget	\$ -	\$ -	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 87,950</b>	<b>\$ 91,685</b>	<b>\$ 3,735</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>ZONING BOARD OF APPEALS</b>				
1220	Wages	\$ 19,285	\$ 19,630	\$ 345
1221	Expenses	\$ 1,700	\$ 1,700	-
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 20,985</b>	<b>\$ 21,330</b>	<b>\$ 345</b>
<b>HISTORIC DISTRICTS COMMISSION</b>				
1230	Wages	\$ -	\$ -	-
1231	Expenses	\$ -	\$ -	-
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>BUILDING INSPECTOR</b>				
1240	Salaries	\$ 84,125	\$ 88,165	\$ 4,040
1241	Wages	\$ 56,949	\$ 58,327	\$ 1,378
1242	Expenses	\$ 3,500	\$ 3,500	-
1243	Minor Capital	\$ -	\$ -	-
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 144,574</b>	<b>\$ 149,992</b>	<b>\$ 5,418</b>
<b>MECHANICAL INSPECTOR</b>				
1250	Fee Salaries	\$ 30,000	\$ 30,000	-
1251	Expenses	\$ 5,000	\$ 5,000	-
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>-</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>EARTH REMOVAL INSPECTOR</b>				
1260	Stipend	\$ 1,500	\$ 1,500	\$ -
1261	Expenses	\$ 100	\$ 100	\$ -
1262	Minor Capital	\$ -	\$ -	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 1,600</b>	<b>\$ 1,600</b>	<b>\$ -</b>
<b>BOARD OF HEALTH</b>				
1270	Wages	\$ -	\$ -	\$ -
1271	Expenses	\$ 1,000	\$ 1,000	\$ -
1272	Nursing Services	\$ 11,892	\$ 11,892	\$ -
1273	Nashoba Health District	\$ 26,059	\$ 26,059	\$ -
1274	Herbert Lipton MH	\$ 8,000	\$ 8,000	\$ -
1275	Eng/Consult/Landfill Monitoring	\$ 10,000	\$ 10,000	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 56,951</b>	<b>\$ 56,951</b>	<b>\$ -</b>
<b>SEALER OF WEIGHTS &amp; MEASURES</b>				
1280	Fee Salaries	\$ 3,200	\$ 3,200	\$ -
1281	Expenses	\$ 100	\$ 100	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 3,300</b>	<b>\$ 3,300</b>	<b>\$ -</b>
<hr/>				
<b>TOTAL LAND USE DEPARTMENTS</b>		<b>\$ 420,324</b>	<b>\$ 432,378</b>	<b>\$ 12,054</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b><u>PROTECTION OF PERSONS AND PROPERTY</u></b>				
<b>POLICE DEPARTMENT</b>				
1300	Salaries	\$ 329,378	\$ 326,053	\$ (3,325)
1301	Wages	\$ 1,739,539	\$ 1,815,832	\$ 76,293
1302	Expenses	\$ 198,849	\$ 210,969	\$ 12,120
1303	Lease or Purchase of Cruisers	\$ 4,000	\$ 4,000	\$ -
1304	PS Building (Expenses)	\$ -	\$ -	\$ -
1305	Minor Capital	\$ 20,000	\$ 20,000	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 2,291,766</b>	<b>\$ 2,376,854</b>	<b>\$ 85,088</b>
<b>FIRE DEPARTMENT</b>				
1310	Salaries	\$ 116,479	\$ 116,479	\$ -
1311	Wages	\$ 809,601	\$ 909,540	\$ 99,939
1312	Expenses	\$ 168,300	\$ 172,700	\$ 4,400
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,094,380</b>	<b>\$ 1,198,718</b>	<b>\$ 104,339</b>
<b>GROTON WATER FIRE PROTECTION</b>				
1320	West Groton Water District	\$ 1	\$ 1	\$ -
1321	Groton Water Department	\$ 1	\$ 1	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 2</b>	<b>\$ 2</b>	<b>\$ -</b>
<b>ANIMAL INSPECTOR</b>				
1330	Salary	\$ 2,082	\$ 2,082	\$ -
1331	Expenses	\$ 400	\$ 400	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 2,482</b>	<b>\$ 2,482</b>	<b>\$ -</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>ANIMAL CONTROL OFFICER</b>				
1340	Salary	\$ 2,082	\$ 2,082	\$ -
1341	Expenses	\$ 400	\$ 400	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 2,482</b>	<b>\$ 2,482</b>	<b>\$ -</b>
<b>EMERGENCY MANAGEMENT AGENCY</b>				
1350	Salary	\$ -	\$ -	\$ -
1351	Expenses	\$ 12,750	\$ 12,750	\$ -
1352	Minor Capital	\$ -	\$ -	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 12,750</b>	<b>\$ 12,750</b>	<b>\$ -</b>
<b>DOG OFFICER</b>				
1360	Salary	\$ 15,000	\$ 15,000	\$ -
1361	Expenses	\$ 4,000	\$ 4,000	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>\$ -</b>
<b>POLICE &amp; FIRE COMMUNICATIONS</b>				
1370	Wages	\$ 480,247	\$ 497,796	\$ 17,549
1371	Expenses	\$ 18,250	\$ 18,250	\$ -
1372	Minor Capital	\$ -	\$ -	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 498,497</b>	<b>\$ 516,046</b>	<b>\$ 17,549</b>
<hr/>				
	<b>TOTAL PROTECTION OF PERSONS AND PROPERTY</b>	<b>\$ 3,921,359</b>	<b>\$ 4,128,335</b>	<b>\$ 206,976</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b><u>REGIONAL SCHOOL DISTRICT BUDGETS</u></b>				
<b>NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL</b>				
1400	Operating Expenses	\$ 557,295	\$ 557,295	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 557,295</b>	<b>\$ 557,295</b>	<b>\$ -</b>
<b>GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT</b>				
1410	Operating Expenses	\$ 20,215,428	\$ 20,215,428	\$ -
1411	Debt Service, Excluded	\$ 814,060	\$ 814,060	\$ -
1412	Debt Service, Unexcluded	\$ 57,181	\$ 57,181	\$ -
1413	Out of District Placement	\$ -	\$ -	\$ -
1414	Capital Assessment	\$ 425,425	\$ 425,425	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 21,512,094</b>	<b>\$ 21,512,094</b>	<b>\$ -</b>
<hr/>				
	<b>TOTAL SCHOOLS</b>	<b>\$ 22,069,389</b>	<b>\$ 22,069,389</b>	<b>\$ -</b>
<b><u>DEPARTMENT OF PUBLIC WORKS</u></b>				
<b>HIGHWAY DEPARTMENT</b>				
1500	Salaries	\$ 103,824	\$ 108,592	\$ 4,768
1501	Wages	\$ 656,020	\$ 682,727	\$ 26,707
1502	Expenses	\$ 134,300	\$ 136,900	\$ 2,600
1503	Highway Maintenance	\$ 90,000	\$ 90,000	\$ -
1504	Minor Capital	\$ -	\$ -	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 984,144</b>	<b>\$ 1,018,219</b>	<b>\$ 34,075</b>



LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>STREET LIGHTS</b>				
1510	Expenses	\$ 15,000	\$ 15,000	\$ -
<b>DEPARTMENTAL TOTAL</b>				
		\$ 15,000	\$ 15,000	\$ -
<b>SNOW AND ICE</b>				
1520	Expenses	\$ 165,000	\$ 165,000	\$ -
1521	Overtime	\$ 140,000	\$ 140,000	\$ -
1522	Hired Equipment	\$ 35,000	\$ 35,000	\$ -
<b>DEPARTMENTAL TOTAL</b>				
		\$ 340,000	\$ 340,000	\$ -
<b>TREE WARDEN BUDGET</b>				
1530	Salary	\$ -	\$ -	\$ -
1531	Expenses	\$ 3,000	\$ 3,000	\$ -
1532	Trees	\$ 1,500	\$ 1,500	\$ -
1533	Tree Work	\$ 10,000	\$ 10,000	\$ -
<b>DEPARTMENTAL TOTAL</b>				
		\$ 14,500	\$ 14,500	\$ -
<b>MUNICIPAL BUILDING AND PROPERTY MAINTENANCE</b>				
1540	Wages	\$ 131,626	\$ 135,700	\$ 4,074
1541	Expenses	\$ 260,850	\$ 260,850	\$ -
1542	Minor Capital	\$ 20,000	\$ 20,000	\$ -
<b>DEPARTMENTAL TOTAL</b>				
		\$ 412,476	\$ 416,550	\$ 4,074

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>SOLID WASTE DISPOSAL</b>				
1550	Wages	\$ 128,236	\$ 133,393	\$ 5,157
1551	Expenses	\$ 44,486	\$ 44,486	\$ -
1552	Tipping Fees	\$ 130,000	\$ 130,000	\$ -
1553	North Central SW Coop	\$ 5,850	\$ 5,850	\$ -
1554	Minor Capital	\$ 10,000	\$ 10,000	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 318,572</b>	<b>\$ 323,729</b>	<b>\$ 5,157</b>
<b>PARKS DEPARTMENT</b>				
1560	Wages	\$ -	\$ -	\$ -
1561	Expenses	\$ 65,759	\$ 65,759	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 65,759</b>	<b>\$ 65,759</b>	<b>\$ -</b>
<hr/>				
	<b>TOTAL DEPARTMENT OF PUBLIC WORKS</b>	<b>\$ 2,150,451</b>	<b>\$ 2,193,757</b>	<b>\$ 43,306</b>
 <b><u>LIBRARY AND CITIZEN'S SERVICES</u></b>				
<b>COUNCIL ON AGING</b>				
1600	Salaries	\$ 73,524	\$ 76,790	\$ 3,266
1601	Wages	\$ 72,785	\$ 75,451	\$ 2,666
1602	Expenses	\$ 8,454	\$ 8,454	\$ -
1603	Minor Capital	\$ -	\$ -	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 154,763</b>	<b>\$ 160,695</b>	<b>\$ 5,932</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>SENIOR CENTER VAN</b>				
1610	Wages	\$ 59,580	\$ 60,200	\$ 620
1611	Expenses	\$ 17,673	\$ 17,673	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 77,253</b>	<b>\$ 77,873</b>	<b>\$ 620</b>
<b>VETERAN'S SERVICE OFFICER</b>				
1620	Salary	\$ 5,000	\$ 5,000	\$ -
1621	Expenses	\$ 1,100	\$ 1,100	\$ -
1622	Veterans' Benefits	\$ 50,000	\$ 50,000	\$ -
1623	Minor Capital	\$ -	\$ -	\$ -
<hr/>				
	<b>DEPARTMENT TOTAL</b>	<b>\$ 56,100</b>	<b>\$ 56,100</b>	<b>\$ -</b>
<b>GRAVES REGISTRATION</b>				
1630	Salary/Stipend	\$ 250	\$ 250	\$ -
1631	Expenses	\$ 760	\$ 760	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 1,010</b>	<b>\$ 1,010</b>	<b>\$ -</b>
<b>CARE OF VETERAN GRAVES</b>				
1640	Contract Expenses	\$ 1,550	\$ 1,550	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 1,550</b>	<b>\$ 1,550</b>	<b>\$ -</b>
<b>OLD BURYING GROUND COMMITTEE</b>				
1650	Expenses	\$ 800	\$ 800	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 800</b>	<b>\$ 800</b>	<b>\$ -</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>LIBRARY</b>				
1660	Salary	\$ 367,248	\$ 379,281	\$ 12,033
1661	Wages	\$ 317,936	\$ 326,922	\$ 8,986
1662	Expenses	\$ 200,498	\$ 200,498	\$ -
1663	Minor Capital	\$ -	\$ -	\$ -
<hr/>				
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 885,682</b>	<b>\$ 906,701</b>	<b>\$ 21,019</b>
<b>COMMEMORATIONS &amp; CELEBRATIONS</b>				
1670	Expenses	\$ 500	\$ 500	\$ -
1671	Fireworks	\$ -	\$ -	\$ -
<hr/>				
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ -</b>
<b>WATER SAFETY</b>				
1680	Wages	\$ 4,200	\$ 4,200	\$ -
1681	Expenses and Minor Capital	\$ 28,747	\$ 28,747	\$ -
1682	Property Maint. & Improvements	\$ 9,000	\$ 9,000	\$ -
<hr/>				
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 41,947</b>	<b>\$ 41,947</b>	<b>\$ -</b>
<b>WEED MANAGEMENT</b>				
1690	Wages	\$ -	\$ -	\$ -
1691	Expenses: Weed Harvester	\$ 7,000	\$ 7,000	\$ -
1692	Expenses: Great Lakes	\$ 2,385	\$ 2,385	\$ -
<hr/>				
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 9,385</b>	<b>\$ 9,385</b>	<b>\$ -</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b>GROTON COUNTRY CLUB</b>				
1700	Salary	\$ 143,285	\$ 149,336	\$ 6,051
1701	Wages	\$ 112,481	\$ 112,481	\$ -
1702	Expenses	\$ 139,940	\$ 139,940	\$ -
1703	Minor Capital	\$ -	\$ -	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 395,706</b>	<b>\$ 401,757</b>	<b>\$ 6,051</b>
	<b>TOTAL LIBRARY AND CITIZEN SERVICES</b>	<b>\$ 1,624,696</b>	<b>\$ 1,658,318</b>	<b>\$ 33,622</b>
	<u><b>DEBT SERVICE</b></u>			
<b>DEBT SERVICE</b>				
2000	Long Term Debt - Principal Excluded	\$ 682,210	\$ 682,210	\$ -
2001	Long Term Debt - Principal Non-Excluded	\$ 40,040	\$ 40,040	\$ -
2002	Long Term Debt - Interest - Excluded	\$ 183,235	\$ 183,235	\$ -
2003	Long Term Debt - Interest - Non-Excluded	\$ 3,148	\$ 3,148	\$ -
2006	Short Term Debt - Principal - Town	\$ 429,438	\$ 429,438	\$ -
2007	Short Term Debt - Interest - Town	\$ 50,319	\$ 50,319	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 1,388,390</b>	<b>\$ 1,388,390</b>	<b>\$ -</b>
	<b>TOTAL DEBT SERVICE</b>	<b>\$ 1,388,390</b>	<b>\$ 1,388,390</b>	<b>\$ -</b>
	<u><b>EMPLOYEE BENEFITS</b></u>			
<b>EMPLOYEE BENEFITS</b>				
GENERAL BENEFITS				
3000	County Retirement	\$ 2,081,699	\$ 2,081,699	\$ -
3001	State Retirement	\$ -	\$ -	\$ -
3002	Unemployment Compensation	\$ 35,000	\$ 35,000	\$ -
INSURANCE				
3010	Health Insurance/Employee Expenses	\$ 1,908,875	\$ 1,716,301	\$ (192,574)
3011	Life Insurance	\$ 3,160	\$ 3,160	\$ -
3012	Medicare/Social Security	\$ 138,100	\$ 138,100	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 4,166,834</b>	<b>\$ 3,974,260</b>	<b>\$ (192,574)</b>
	<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 4,166,834</b>	<b>\$ 3,974,260</b>	<b>\$ (192,574)</b>
	<b>SUB TOTAL - TOWN BUDGET</b>	<b>\$ 37,708,862</b>	<b>\$ 37,874,045</b>	<b>\$ 165,184</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ORIGINAL BUDGET 4/30/2018	FY 2019 PROPOSED BUDGET 10/1/2018	DIFFERENCE
<b><u>ADDITIONAL APPROPRIATIONS</u></b>				
<b>ADDITIONAL APPROPRIATIONS</b>				
	Capital Budget Request	\$ 455,558	\$ 455,558	\$ -
	Offset Reciepts	\$ 20,000	\$ 18,998	\$ (1,002)
	Cherry Sheet Offsets	\$ 1,000	\$ 1,000	\$ -
	Snow and Ice Deficit	\$ 171,350	\$ 171,350	\$ -
	State and County Charges	\$ 89,523	\$ 91,612	\$ 2,089
	Allowance for Abatements/Exemptions	\$ 200,000	\$ 200,000	\$ -
<hr/>				
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 937,431</b>	<b>\$ 938,518</b>	<b>\$ 1,087</b>
	<b>GRAND TOTAL - TOWN BUDGET</b>	<b>\$ 38,646,293</b>	<b>\$ 38,812,563</b>	<b>\$ 166,271</b>

**Town of Groton - Annual Town Election - May 22,2018**

Town of Groton, Ma				
FINAL RESULTS				
Annual Town Election May 22, 2018				
<b>Election Turnout</b>	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>
<b>Groton Registered Voters (April 10, 2018)</b>	<b>2826</b>	<b>2674</b>	<b>2512</b>	<b>8012</b>
<b>May 22 Voter Turnout</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Turnout %</b>	<b>23.35%</b>	<b>15.37%</b>	<b>22.09%</b>	<b>20.29%</b>
<b>Office/Candidate</b>	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>
<b>Board of Assessors</b>	<b>Vote for One</b>		<b>Three Year Term</b>	
Jenifer Evans, Candidate for Re-election	505	295	400	<b>1200</b>
Write - In	1	8	0	<b>9</b>
Blank	154	108	155	<b>417</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Board of Health</b>	<b>Vote for One</b>		<b>Three Year Term</b>	
Susan H. Horowitz, Candidate for Re-election	509	300	413	<b>1222</b>
Write - In	5	3	1	<b>9</b>
Blank	146	108	141	<b>395</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Board of Selectmen</b>	<b>Vote for One</b>		<b>Three Year Term</b>	
John R. Giger	509	295	394	<b>1198</b>
Write - In	12	12	7	<b>31</b>
Blank	139	104	154	<b>397</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Commissioner of Trust Funds</b>	<b>Vote for One</b>		<b>Three Year Term</b>	
Joseph E. Twomey, Candidate for Re-election	514	308	430	<b>1252</b>
Write - In	0	1	0	<b>1</b>
Blank	146	102	125	<b>373</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Commissioner of Trust Funds</b>	<b>Vote for One</b>		<b>Two Year Term</b>	
Martha L. McLure	503	292	416	<b>1211</b>
Write - In	0	2	0	<b>2</b>
Blank	157	117	139	<b>413</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Groton Electric Light Commission</b>	<b>Vote for One</b>		<b>Three Year Term</b>	
Kevin J. Lindemer, Candidate for Re-election	524	311	408	<b>1243</b>
Write - In	1	3	3	<b>7</b>
Blank	135	97	144	<b>376</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Groton Housing Authority</b>	<b>Vote for One</b>		<b>Five Year Term</b>	
Deidre Slavin-Mitchell, Candidate for Re-election	504	288	395	<b>1187</b>
Write - In	0	1	1	<b>2</b>
Blank	156	122	159	<b>437</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Park Commission</b>	<b>Vote for One</b>		<b>Three Year Term</b>	
Anna Eliot	484	287	389	<b>1160</b>
Write - In	4	5	3	<b>12</b>
Blank	172	119	163	<b>454</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Office/Candidate</b>	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>

**Town of Groton - Annual Town Election - May 19, 2015**

<b>Planning Board</b>	<b>Vote for Three</b>		<b>Three Year Term</b>	
Russell J. Burke, Candidate for Re-election	456	271	355	<b>1082</b>
Carolyn A. Perkins, Candidate for Re-election	463	267	368	<b>1098</b>
Timothy M. Svarczkopf, Candidate for Re-election	444	259	344	<b>1047</b>
Write - In	4	8	3	<b>15</b>
Blank	613	428	595	<b>1636</b>
	<b>1980</b>	<b>1233</b>	<b>1665</b>	<b>4878</b>
<b>Sewer Commission</b>	<b>Vote for One</b>		<b>Three Year Term</b>	
Write - In				
Michael Bouchard	36	17	33	<b>86</b>
Scatterings	25	22	15	<b>62</b>
Blank	599	372	507	<b>1478</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Trustees of the Groton Public Library</b>	<b>Vote for Two</b>		<b>Three Year Term</b>	
Jane R Allen, Candidate for Re-election	478	285	398	<b>1161</b>
Kristen A. Von Campe, Candidate for Re-election	478	284	381	<b>1143</b>
Write - In	3	1	0	<b>4</b>
Blank	361	252	331	<b>944</b>
<b>Total</b>	<b>1320</b>	<b>822</b>	<b>1110</b>	<b>3252</b>
<b>Water Commission</b>	<b>Vote for One</b>		<b>Three Year Term</b>	
John J. McCaffrey, Candidate for Re-election	496	291	400	<b>1187</b>
Write - In	0	2	1	<b>3</b>
Blank	164	118	154	<b>436</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Groton-Dunstable Regional School Committee</b>	<b>Vote for Two</b>		<b>Three Year Term</b>	
Brian C. LeBlanc, Candidate for Re-election	456	264	366	<b>1086</b>
Fay I. Raynor	444	254	346	<b>1044</b>
Write - In	2	5	1	<b>8</b>
Blank	418	299	397	<b>1114</b>
<b>Total</b>	<b>1320</b>	<b>822</b>	<b>1110</b>	<b>3252</b>
<b>Town Moderator</b>	<b>Vote for One</b>		<b>Three Year Term</b>	
Jason N. Kauppi, Candidate for Re-election	510	297	415	<b>1222</b>
Write - In	1	1	0	<b>2</b>
Blank	149	113	140	<b>402</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>Town Clerk</b>	<b>Vote for One</b>		<b>Three Year Term</b>	
Michael F. Bouchard, Candidate for Re-election	526	317	425	<b>1268</b>
Write - In	1	2	1	<b>4</b>
Blank	133	92	129	<b>354</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>QUESTION 1:</b> Shall the Town of Groton be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to construct a new Senior Center on the site of the existing Senior Center located at 163 West Main Street, West Groton, MA?				
Yes	337	198	279	<b>814</b>
No	317	208	268	<b>793</b>
Blank	6	5	8	<b>19</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>



**Town of Groton - Annual Town Election - May 22,2018**

<b>Office/Candidate</b>	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>
<b>QUESTION 2: NON-BINDING REFERENDUM – Should marijuana cultivation be allowed in the Town of Groton?</b>				
Yes	298	214	283	<b>795</b>
No	348	190	264	<b>802</b>
Blank	14	7	8	<b>29</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>QUESTION 3: NON-BINDING REFERENDUM – Should craft marijuana cooperatives be allowed to operate in the Town of Groton?</b>				
Yes	269	194	259	<b>722</b>
No	372	211	283	<b>866</b>
Blank	19	6	13	<b>38</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>QUESTION 4: NON-BINDING REFERENDUM – Should the manufacture of marijuana products be allowed in the Town of Groton?</b>				
Yes	264	194	257	<b>715</b>
No	376	209	285	<b>870</b>
Blank	20	8	13	<b>41</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>QUESTION 5: NON-BINDING REFERENDUM – Should the retail sale of recreational marijuana be allowed in the Town of Groton?</b>				
Yes	254	180	251	<b>685</b>
No	384	223	293	<b>900</b>
Blank	22	8	11	<b>41</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>QUESTION 6: NON-BINDING REFERENDUM – Should marijuana research facilities be allowed in the Town of Groton?</b>				
Yes	298	219	289	<b>806</b>
No	334	186	251	<b>771</b>
Blank	28	6	15	<b>49</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>QUESTION 7: NON-BINDING REFERENDUM – Should independent testing laboratories for marijuana be allowed in the Town of Groton?</b>				
Yes	298	215	289	<b>802</b>
No	340	187	252	<b>779</b>
Blank	22	9	14	<b>45</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>

**Town of Groton - Annual Town Election - May 19, 2015**

Office/Candidate	Precinct 1	Precinct 2	Precinct 3	Total
<b>QUESTION 8: NON-BINDING REFERENDUM – Should marijuana transporters be allowed to store or warehouse marijuana products in the Town of Groton?</b>				
Yes	237	181	229	<b>647</b>
No	398	219	311	<b>928</b>
Blank	25	11	15	<b>51</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>
<b>QUESTION 9: NON-BINDING REFERENDUM – Should marijuana microbusinesses be allowed in the Town of Groton?</b>				
Yes	258	185	246	<b>689</b>
No	381	216	294	<b>891</b>
Blank	21	10	15	<b>46</b>
<b>Total</b>	<b>660</b>	<b>411</b>	<b>555</b>	<b>1626</b>

<b>SEPTEMBER 4, 2018 MASSCHUSETTS STATE PRIMARY</b>				
<b>FINAL RESULTS</b>				
<b>ELECTION SUMMARY</b>				
	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>
All Voters - Turnout %	31.09%	26.94%	31.41%	29.81%
Total Voter Population - August 19, 2016	2869	2706	2576	8151
Total Votes Cast	892	729	809	<b>2430</b>
<b>VOTER DEMOGRAPHICS (August 15, 2018)</b>				
Democrat	612	569	561	1742
Republican	400	406	372	1178
Libertarian	4	10	7	21
Unenrolled	1842	1711	1625	5178
All Others	11			
<b>Total Voters</b>	<b>2869</b>	<b>2696</b>	<b>2565</b>	<b>8119</b>
<b>DEMOCRAT STATE PRIMARY</b>				
	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>
Democrat Votes Cast - September 8, 2016	597	469	558	1624
% Democrat Votes of Total Votes Cast	67%	64%	69%	67%
	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>
<b>Senator in Congress</b>	<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
Elizabeth A. Warren	557	420	511	<b>1488</b>
All Others	2	4	2	<b>8</b>
Blank	38	45	45	<b>128</b>
<b>Governor</b>	<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
Jay M. Gonzalez	325	242	282	<b>849</b>
Bob Massie	163	130	148	<b>441</b>
All Others	9	5	8	<b>22</b>
Blank	100	92	120	<b>312</b>
<b>Lieutenant Governor</b>	<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
Quentin Palfrey	294	240	274	<b>808</b>
Jimmy Tingle	176	131	142	<b>449</b>
All Others	1	4	4	<b>9</b>
Blank	126	94	138	<b>358</b>
<b>Attorney General</b>	<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
Maura Healey	550	413	507	<b>1470</b>
All Others	2	2	1	<b>5</b>
Blank	45	54	50	<b>149</b>
<b>Secretary of State</b>	<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
William Francis Galvin	390	326	376	<b>1092</b>
Josh Zakim	178	118	151	<b>447</b>
All Others	0	0	0	<b>0</b>
Blank	29	25	31	<b>85</b>
<b>Treasurer</b>	<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
Deborah B. Goldberg	480	382	448	<b>1310</b>
All Others	0	0	1	<b>1</b>
Blank	117	87	109	<b>313</b>

<b>Auditor</b>		<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
Suzanne M. Bump		471	379	448	1298
	All Others	1	0	1	2
	Blank	125	90	109	324
<b>Representative in Congress – Third District</b>		<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
Jeffrey D. Ballinger		5	8	7	20
Alexandra E. Chandler		46	41	50	137
Beej Das		9	7	4	20
Rufus Gifford		89	63	98	250
Leonard H. Golder		3	1	0	4
Daniel Arrigg Koh		183	101	146	430
Barbara A. L'Italien		65	69	59	193
Bopha Malone		7	15	9	31
Juana B. Matias		23	22	22	67
Lori Loureiro Trahan		155	136	157	448
	All Others	0	0	0	0
	Blank	12	6	6	24
<b>Councilor – Fifth District</b>		<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
Eileen R. Duff		408	316	350	1074
Nicholas S. Torresi		63	50	62	175
	All Others	0	0	0	0
	Blank	126	103	146	375
<b>Senator in General Court – First Middlesex District</b>		<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
John Drinkwater		198	129	202	529
Rodney M. Elliott		40	27	45	112
Edward J. Kennedy		158	133	116	407
William F. Martin, Jr.		41	34	49	124
Terry Ryan		107	100	74	281
	All Others	1	1	0	2
	Blank	52	45	72	169
<b>Representative in General Court – First Middlesex District</b>		<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
	All Others	27	13	11	51
	Blank	570	456	547	1573
<b>District Attorney - Northern District</b>		<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
Marian T. Ryan		335	248	290	873
Donna Patalano		178	153	181	512
	All Others	0	0	0	0
	Blank	84	68	87	239
<b>Clerk of Courts - Middlesex County</b>		<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
Michael A. Sullivan		465	370	418	1253
	All Others	0	0	1	1
	Blank	132	99	139	370
<b>Register of Deeds - Middlesex Southern District</b>		<b>597</b>	<b>469</b>	<b>558</b>	<b>1624</b>
Maria C. Curtatone		468	376	427	1271
	All Others	1	0	1	2
	Blank	128	93	130	351

REPUBLICAN STATE PRIMARY				
Republican Voters - September 8, 2016	292	254	251	797
% Republican Votes of Total Votes Cast	33%	35%	31%	33%
	Precinct 1	Precinct 2	Precinct 3	Total
<b>Senator in Congress</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
Geoff Diehl	67	72	65	204
John Kingston	40	27	17	84
Beth Joyce Lindstrom	179	150	163	492
All Others	0	1	0	1
Blank	6	4	6	16
<b>Governor</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
Charles D. Baker	216	175	186	577
Scott D. Lively	70	71	61	202
All Others	0	0	0	0
Blank	6	8	4	18
<b>Lieutenant Governor</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
Karyn E. Polito	235	188	193	616
All Others	3	1	0	4
Blank	54	65	58	177
<b>Attorney General</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
James R. McMahon III	139	124	113	376
Daniel L. Shores	90	76	69	235
All Others	1	1	0	2
Blank	62	53	69	184
<b>Secretary of State</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
Anthony M. Amore	202	173	172	547
All Others	2	3	0	5
Blank	88	78	79	245
<b>Treasurer</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
Keiko M. Orrall	207	172	167	546
All Others	1	0	0	1
Blank	84	82	84	250
<b>Auditor</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
Helen Brady	203	174	170	547
All Others	2	0	0	2
Blank	87	80	81	248
<b>Representative in Congress – Third District</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
Rick Green	221	191	183	595
All Others	1	0	1	2
Blank	70	63	67	200
<b>Councilor – Fifth District</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
Richard A. Baker	204	172	163	539
All Others	4	0	1	5
Blank	84	82	87	253
<b>Senator in General Court – First Middlesex District</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
John A. MacDonald	213	183	180	576
All Others	0	0	0	0
Blank	79	71	71	221

<b>Representative in General Court – First Middlesex District</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
Sheila C. Harrington	239	202	211	<b>652</b>
All Others	1	2	0	<b>3</b>
Blank	52	50	40	<b>142</b>
<b>District Attorney - Northern District</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
All Others	5	2	1	<b>8</b>
Blank	287	252	250	<b>789</b>
<b>Clerk of Courts - Middlesex County</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
All Others	6	1	3	<b>10</b>
Blank	286	253	248	<b>787</b>
<b>Register of Deeds - Middlesex Southern District</b>	<b>292</b>	<b>254</b>	<b>251</b>	<b>797</b>
All Others	6	3	0	<b>9</b>
Blank	286	251	251	<b>788</b>

LIBERTARIAN STATE PRIMARY				
Libertarian Party Voters - September 8, 2016	3	6	0	9
% Libertarian Votes of Total Votes Cast	0%	0.82%	0.00%	0.37%
	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>
<b>Senator in Congress</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	1	0	1
Blank	3	5	0	8
<b>Governor</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	1	0	1
Blank	3	5	0	8
<b>Lieutenant Governor</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	0	0	0
Blank	3	6	0	9
<b>Attorney General</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	0	0	0
Blank	3	6	0	9
<b>Secretary of State</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	0	0	0
Blank	3	6	0	9
<b>Treasurer</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	0	0	0
Blank	3	6	0	9
<b>Auditor</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
Daniel Fishman	3	6	0	9
All Others	0	0	0	0
Blank	0	0	0	0
<b>Representative in Congress – Third District</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	0	0	0
Blank	3	6	0	9
<b>Councilor – Fifth District</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
Marc C. Mercier	3	6	0	9
All Others	0	0	0	0
Blank	0	0	0	0
<b>Senator in General Court – First Middlesex District</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	0	0	0
Blank	3	6	0	9

<b>Representative in General Court – First Middlesex District</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	0	0	0
Blank	3	6	0	9
<b>District Attorney - Northern District</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	0	0	0
Blank	3	6	0	9
<b>Clerk of Courts - Middlesex County</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	0	0	0
Blank	3	6	0	9
<b>Register of Deeds - Middlesex Southern District</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>9</b>
All Others	0	0	0	0
Blank	3	6	0	9



NOVEMBER 6, 2018 MASSACHUSETTS STATE ELECTION										
OFFICIAL RESULTS										
ELECTION SUMMARY										
	Precinct 1 Election day	Precinct 1- Early Votes	All Precinct 1	Precinct 2 Election Day	Precinct 2- Early votes	All Precinct 2	Precinct 3 Election Day	Precinct 3- Early votes	All Precinct 3	Total
All Voters - Turnout %			69.25%			68.57%			73.12%	70.24%
Total Voter Population - October 17, 2018			2914			2784			2612	8310
Total Votes Cast	1366	647	2018	1344	565	1909	1265	643	1910	5837
Early Vote % of Total Votes Cast			32%			30%			34%	32%
ELECTION RESULTS										
	Precinct 1			Precinct 2			Precinct 3			Total
Senator in Congress	1366	647	2018	1344	565	1909	1265	643	1910	5837
	786	430	1216	705	339	1044	675	430	1105	3365
	510	196	706	549	200	749	526	197	723	2178
	53	13	66	71	18	89	48	12	60	215
	3	2	5			0	1	1	2	7
All Others	3	0	3	1	0	1	0	0	0	4
Blank	14	8	22	18	8	26	16	4	20	68
Governor and Lieutenant Governor	1371	647	2018	1344	565	1909	1267	643	1910	5837
	922	428	1350	978	392	1370	902	429	1331	4051
	406	206	612	324	162	486	322	194	516	1614
	6	1	7							7
	All Others	0	1	1	1	0	1	1	0	1
Blank	37	11	48	41	11	52	42	20	62	162
Attorney General	1371	647	2018	1344	565	1909	1267	643	1910	5837
	924	465	1389	839	405	1244	808	464	1272	3905
	425	176	601	477	157	634	416	164	580	1815
	0	1	1	0	0	0	0	0	0	1
	All Others	22	5	27	28	3	31	43	15	58
Blank										
Secretary of State	1371	647	2018	1344	565	1909	1267	643	1910	5837
	926	476	1402	839	406	1245	811	473	1284	3931
	368	142	510	407	128	535	356	130	486	1531
	42	10	52	51	13	64	51	18	69	185
	All Others	2	0	2	1	0	1	1	0	1
Blank	33	19	52	46	18	64	48	22	70	186
Treasurer	1371	647	2018	1344	565	1909	1267	643	1910	5837
	860	439	1299	771	371	1142	728	446	1174	3615
	414	172	586	452	160	612	416	151	567	1765
	37	8	45	56	12	68	44	10	54	167
	All Others	1	0	1	1	0	1	0	0	0
Blank	59	28	87	64	22	86	79	36	115	288
Auditor	1371	647	2018	1344	565	1909	1267	643	1910	5837
	764	422	1186	677	346	1023	643	415	1058	3267
	442	170	612	487	167	654	460	162	622	1888
	80	21	101	65	16	81	53	16	69	251
	All Others	22	8	30	44	12	56	32	13	45
Blank	63	26	89	71	24	95	79	37	116	300
Representative in Congress – Third District	1371	647	2018	1344	565	1909	1267	643	1910	5837
	466	184	650	496	170	666	475	180	655	1971

Lori Laureiro Trahan	846	443	1289	769	372	1141	716	436	1152	3582
Michael P. Mullen	40	15	55	49	14	63	43	12	55	173
All Others	0	0	0	0	0	0	0	0	0	0
Blank	19	5	24	30	9	39	33	15	48	111
<b>Councilor – Fifth District</b>										
Eileen R. Duff	1371	647	2018	1344	565	1909	1267	643	1910	5837
	805	426	1231	734	353	1087	677	413	1090	3408
Richard A. Baker	429	178	607	455	167	622	446	172	618	1847
Marc C. Mercier	59	14	73	62	15	77	62	16	64	214
All Others	0	0	0	0	0	0	0	0	0	0
Blank	78	29	107	93	30	123	96	42	138	368
<b>Senator in General Court – First Middlesex District</b>										
Edward J. Kennedy	1371	647	2018	1344	565	1909	1267	643	1910	5837
	835	435	1270	780	357	1137	695	436	1131	3538
John A. MacDonald	488	197	685	506	184	690	499	184	683	2058
All Others	0	0	0	1	0	1	0	0	0	1
Blank	48	15	63	57	24	81	73	23	96	240
<b>Representative in General Court – First Middlesex District</b>										
Sheila C. Harrington	1371	647	2018	1344	565	1909	1267	643	1910	5837
	1013	434	1447	1036	388	1424	957	419	1376	4247
All Others	18	15	33	18	13	31	13	6	19	83
Blank	340	198	538	290	164	454	297	218	515	1507
<b>District Attorney - Northern District</b>										
Marian T. Ryan	1371	647	2018	1344	565	1909	1267	643	1910	5837
	1041	504	1545	964	443	1407	920	485	1405	4357
All Others	6	5	11	15	0	15	5	1	6	32
Blank	324	138	462	365	122	487	342	157	499	1448
<b>Clerk of Courts - Middlesex County</b>										
Michael A. Sullivan	1371	647	2018	1344	565	1909	1267	643	1910	5837
	1036	505	1541	952	438	1390	907	486	1393	4324
All Others	4	4	8	8	0	8	2	2	4	20
Blank	331	138	469	384	127	511	358	155	513	1493
<b>Register of Deeds - Middlesex Southern District</b>										
Maria C. Curtatone	1371	647	2018	1344	565	1909	1267	643	1910	5837
	1026	502	1528	953	437	1390	902	478	1380	4298
All Others	4	4	8	9	0	9	4	1	5	22
Blank	341	141	482	382	128	510	361	164	525	1517
<b>QUESTIONS</b>										
<b>Question 1: (Initiative Petition) Patient Limits</b>										
Yes	1371	647	2018	1344	565	1909	1267	643	1910	5837
No	338	172	510	310	177	487	321	150	471	1468
Blanks	960	430	1390	982	359	1341	883	457	1340	4071
	73	45	118	52	29	81	63	36	99	298
<b>Question 2: (Initiative Petition) Constitutional amendment establishing that corporations do not have the same constitutional rights as human beings</b>										
Yes	1371	647	2018	1344	565	1909	1267	643	1910	5837
No	980	463	1443	935	433	1368	895	453	1348	4159
Blanks	356	145	501	370	106	476	325	156	481	1458
	35	39	74	39	26	65	47	34	81	220
			0			0			0	

Question 3: (Referendum on Existing Law) Add gender identity to list of prohibited grounds for discrimination											
1371			647			2018			1344		
968			447			1415			915		
Yes			No			531			399		
371			160			72			30		
32			40						26		
Blanks									56		
									37		
									71		
SPECIAL TOWN ELECTION- Question 1: Regarding Vote on Article 3 of Oct. 1, 2018 Special Town Meeting for Amendment to Zoning Bylaw to Ban Certain Uses of Recreational Marijuana											
"Shall this town of Groton adopt the following amendments to section 218-4 of the Town of Groton Zoning Bylaw, as approved by the vote by the Town of Groton Special Town Meeting held on October 1, 2018 that:											
(1) would allow commercial cultivation of recreational marijuana and testing facilities and research facilities for recreational marijuana in the town of Groton in such town's General Business and Industrial zoning districts ("Districts"); and											
(2) would prohibit commercial cultivation of and testing facilities and research facilities for recreational marijuana outside the Districts; and											
(3) would prohibit all types of commercial recreational marijuana uses other than Commercial Cultivation, including prohibiting throughout Groton all: (a) marijuana product manufacturing, (b) marijuana retail, (c) craft marijuana cultivator cooperatives, (d) marijuana microbusinesses, and (e) other licensed marijuana-related businesses; and											
(4) would not affect state law that authorizes the personal consumption or growth of recreational marijuana on private property?"											
Special Town Election Question 1 Total Votes											
1338			639			1977			1316		
739			355			1094			726		
Yes			No			865			575		
587			278			18			15		
12			6						4		
Blanks									8		
									5		
									13		
									50		

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, 2018

	<u>Governmental Fund Types</u>			<u>Fiduciary Fund Types</u>	<u>Total (Memorandum Only)</u>
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Water, Sewer &amp; Electric Light Enterprise Funds</u>  <u>Exp &amp; Non-Exp Trust Funds</u>	
Revenues:					
Property Taxes / SurTaxes	31,690,243	703,183			32,393,426
Motor Vehicle/Other Excise	1,946,905				1,946,905
Licenses and Permits	719,667				719,667
State Aid	927,654	435,597	2,162,700		3,525,951
Charges for Servs/Fees/Rent	1,009,120	403,728		12,619,728	14,032,576
Penalties and Interest	243,944				243,944
Fines and Forfeits	32,350				32,350
Interest Earnings	28,830	13,310		16,616	582,472
Departmental and Other	966,949	229,276		278,891	1,486,251
Total Revenues	37,565,662	1,785,094	2,162,700	12,915,235	54,963,542
Expenditures:					
General Government	2,140,145	73,343		2,289	2,215,777
Public Safety	3,974,834	203,071	49,869		4,227,774
Education	20,783,384	0		173,930	20,957,314
Highway and Public Works	1,931,597	95,904		12,878,309	14,905,810
Culture, Recreation & Cit Svcs	1,654,684	171,146		236,369	2,062,199
Debt Service	1,177,034	487,122		618,123	2,282,279
Intergovernmental	89,523				89,523
Capital Outlay/Construction	397,022	319,027	2,956,212		3,672,261
Employee Benefits & Misc.	3,812,483			200,000	4,012,483
Total Expenditures	35,960,706	1,349,613	3,006,081	612,588	54,425,420
Excess of Revenues					
Over (Under) Expenditures	1,604,956	435,481	(843,381)	(581,197)	538,122
Other Financing Sources (Uses):					
Operating Transfers In	736,692		822,492	1,325,000	2,884,184
Operating Transfers Out	(1,911,667)	(466,000)		(470,692)	(2,848,359)
Proceeds of Bonds					0
					0
Total Other Sources (Uses)	(1,174,975)	(466,000)	822,492	854,308	35,825
Excess of Revenues and Other Sources Over (Under)	429,981	(30,519)	(20,889)	776,571	573,947
Expenditures and Other Uses	0	0	0	0	0
Fund Balance, Beginning	3,245,146	2,660,138	(2,547,323)	21,125,150	21,633,391
Adjust to Fair Market Value					
Prior Period Adjustment	(1,910)	(36,000)	118,083	61,353	141,526
Fund Balance, Beginning, as Restated	3,243,236	2,624,138	(2,429,240)	21,186,503	46,258,028
Fund Balance, Ending	3,673,217	2,593,619	(2,450,129)	22,409,962	46,831,975

**Town of Groton, Massachusetts**  
**Statement of Revenues and Expenditures**  
**Budget and Actual (Non-GAAP Basis)**  
**General Funds**  
**For The Year Ended June 30, 2018**

	Final <u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues:			
Property Taxes	31,144,058	31,411,051	266,993
Motor Vehicle, Boat & Meals Excise	1,615,000	1,946,905	331,905
Payments in Lieu of Taxes	225,000	279,194	54,194
Licenses, Leases, Fees and Permits	1,117,987	1,659,245	541,258
Intergovernmental (State Aid)	912,979	927,654	14,675
Charges for Services	67,000	69,867	2,867
Penalties and Interest	90,000	243,944	153,944
Fines and Forfeits	36,000	32,025	(3,975)
Interest Earnings	19,000	28,830	9,830
Departmental and Other	891,749	966,949	75,200
Total Revenues	36,118,773	37,565,664	1,446,891
Expenditures:			
General Gov	2,331,354	2,087,603	243,751
Public Safety	3,885,543	3,802,368	83,175
Education	20,783,384	20,783,384	0
Highway and Public Works	2,223,809	2,338,243	(114,434)
Culture, Recreation & Citizen's Services	1,624,346	1,517,088	107,258
Capital Expenditures/Special Articles	675,192	410,650	264,542
Debt Service	1,177,036	1,177,035	1
Intergovernmental (State Cherry Sheet Chgs)	89,523	89,523	0
Employee Benefits & Miscellaneous	3,596,797	3,561,589	35,208
Prior Year Encumbrances	322,414	193,223	129,191
Total Expenditures	36,709,398	35,960,706	748,692
Excess of Revenues Over (Under) Expenditures	(590,625)	1,604,958	2,195,583
Other Financing Sources (Uses):			
Operating Transfers In/Repurposed Funds	736,692	736,692	0
Available Funds: Encumbrances	305,914	305,914	0
Operating Transfers Out	(1,911,667)	(1,911,667)	0
Free Cash to Offset Tax Rate	0	0	0
Free Cash & Overlay Appropriated	1,782,300	1,782,300	0
Additional Overlay & Deficits to be raised	(322,614)	(322,614)	0
Total Other Financing Sources (Uses)	590,625	590,625	0
Excess of Revenue and Other Sources Over (Under) Expenditures and other Uses	0	2,195,583	2,195,583

**FISCAL 2018**  
**BUDGET VS ACTUAL EXPENDITURES**

	<b>Appropriation or Bal/Fwd</b>	<b>Res. Fund or Line Item Tx</b>	<b>Expended</b>	<b>Balance to Fund Bal</b>	<b>Balance to FY 19</b>
<b>GENERAL GOVERNMENT</b>					
Moderator Salary	65.00		65.00	0.00	
Moderator Expense	80.00			80.00	
Selectmen Expense	3,000.00	20,000.00	4,337.57	0.43	18,662.00
Selectmen Minor Capital (Sewer SRF)	27,000.00		27,000.00	0.00	
Town Manager Salaries	204,592.00		204,592.00	0.00	
Town Manager Wages	106,780.00		106,371.27	408.73	
Operational Review Matrix FY17	17,792.00		17,792.00	0.00	
Town Manager Expense	14,000.00	20,000.00	13,421.45	0.55	20,578.00
Town Manager Expenses Prior Year	12,632.00		11,409.00	1,223.00	
Town Mgr Lost Lake Watershed Committee	2,616.01		1,908.29	707.72	
Finance Committee Expense	210.00		210.00	0.00	
Reserve Fund	150,000.00	(86,806.33)		63,193.67	
Town Accountant Salary	87,395.00		87,394.88	0.12	
Town Accountant Wages	44,067.00		43,898.41	168.59	
Town Accountant Expense/Audit	31,185.00	3,000.00	34,185.00	0.00	
Assessors Salaries	85,325.00	(10,149.00)	71,243.67	3,932.33	
Assessors Wages	52,782.00		39,823.34	12,958.66	
Assessors Expense Cyclical Inspections FY18	103,500.00		12,269.88	0.00	91,230.12
Assessors Expense	23,235.00		17,521.01	5,536.86	177.13
Treasurer/Tax Collector Salary	84,966.00		84,966.00	0.00	
Treasurer/Tax Collector Wages	104,658.00		104,477.78	180.22	
Treasurer/Tax Collector Expense	22,855.00		20,421.64	1,933.36	500.00
Treasurer Tax Title	4,500.00	5,000.00	9,234.76	0.00	265.24
Treasurer Bond Costs	5,000.00		3,200.00	1,800.00	
Town Counsel Expense	90,000.00	(25,000.00)	44,502.02	18,497.98	2,000.00
Town Counsel Expense Prior Year	6,328.84		6,328.84	0.00	
Personnel Board Salary	75,412.00		75,411.96	0.04	
Personnel Board Expense	9,550.00	11,806.33	20,030.08	0.00	1,326.25
Personnel Board Prior Year	170.00		170.00	0.00	
Information Technology Committee Salary	104,888.00		104,887.92	0.08	
Information Technology Committee Wages	48,253.00		48,048.00	205.00	
Information Technology Committee Expense	24,800.00		20,637.27	4,162.73	
Information Tech. Prior Year Exp	72.31		72.31	0.00	
Information Technology Capital Exp FY18	40,000.00		39,724.53	275.47	

Information Technology Capital Exp FY17	15,078.90	15,078.90	0.00	
GIS Committee Expenses	15,100.00	5,407.10	9,692.90	
Town Clerk Salary	80,689.00	80,688.92	0.08	
Town Clerk Wages	58,589.00	55,252.03	3,336.97	
Town Clerk Expense	11,515.00	4,157.67	7,357.33	
Town Clerk Expense Prior Year	2,000.00	1,838.62	161.38	
Election/Registrar Wages	5,408.00	4,372.50	535.50	500.00
Election/Registrar Expense	6,831.00	5,841.15	959.85	30.00
Street Listing Expense	6,250.00	3,808.41	2,441.59	
Conservation Commission Salary	68,789.00	60,752.10	4,036.90	
Conservation Commission Wage	0.00	0.00	75.00	
Conservation Commission Expense	6,699.00	6,747.53	0.47	3,876.00
Planning Board Salary	82,192.00	77,114.74	77.26	
Planning Board Expense	7,850.00	5,880.65	1,819.35	150.00
Planning Board MRPC Assessment	3,488.00	3,487.31	0.69	
Board of Appeals Wages	19,985.00	19,945.42	39.58	
Board of Appeals Expense	1,000.00	1,313.83	386.17	
Municipal Buildings Wages	90,325.00	121,419.64	905.36	
Municipal Buildings Expense	280,850.00	269,376.48	1,473.52	
Municipal Buildings Expense Prior Year	217.79	190.92	26.87	
Municipal Buildings Expense Prior Year Bill	16,500.00	16,500.00	0.00	
Municipal Bldgs Exp-Town Hall Security FY17	6,540.81	312.50	0.00	6,228.31
Municipal Buildings Minor Capital	25,000.00	26,877.99	0.01	8,122.00
Municipal Buildings Minor Capital Prior Yr	25,000.00	24,999.37	0.63	
Municipal Building Repair FY18	25,000.00	14,745.00	0.00	10,255.00
Insurance and Bonding	222,000.00	208,669.98	12,330.02	1,000.00
Insurance Deductible Reserve-GenLiab	12,000.00	2,159.70	9,840.30	
Insurance Deductible Reserve-111F	25,000.00	17,228.74	0.00	7,771.26
Insurance Deductible Reserve-111F Prior Yr	5,516.17	4,979.00	537.17	
Town Reports	1,500.00	1,400.00	100.00	
Postage, General Expenses	55,000.00	48,224.45	0.00	6,775.55
Postage, General Expenses Prior Year	1,025.00	1,024.09	0.91	
Central Purchasing/Office Supplies	17,000.00	14,243.10	0.00	2,756.90
Telephone Expense	40,000.00	31,591.89	8,053.11	355.00
<b>Total General Government</b>	<b>2,827,647.83</b>	<b>2,431,185.61</b>	<b>179,454.46</b>	<b>182,558.76</b>

#### PROTECTION OF PERSONS AND PROPERTY

Police Department Salary	320,822.00	324,717.60	1,104.40	
Police Department Wages	1,666,539.00	1,694,797.61	10,070.39	
Police Department Expense	192,449.00	199,278.32	0.00	170.68

Police Department Expense Prior Year	88.40			88.40		0.00
Police Department Cruisers Lease/Purchase	4,000.00			3,960.00		40.00
Police Department Minor Capital	20,000.00			18,920.53		1,079.47
Police Department New Cruisers	91,092.00			91,092.00		0.00
Police Department Parking Lot FY18	40,000.00			40,000.00		0.00
Police Department ATV FY18	18,000.00			18,000.00		0.00
Fire Department Salaries	113,086.00			113,086.00		0.00
Fire Department Wages	807,332.00			770,426.98		36,905.02
Fire Department Wages Prior Year	37,453.04			0.00		37,453.04
Fire Department Expense	168,300.00			166,288.64		1,711.36
Fire Exp Prior Year	20,496.14			19,591.80		904.34
Fire Department Capital: Swap Loader FY17	9,702.80			0.00		0.00
Fire Department SCBA Compressor FY18	41,000.00			41,000.00		0.00
Fire Hydrant Charge West Groton	1.00					1.00
Fire Hydrant Charge Groton	1.00					1.00
Building Inspector Salaries	84,966.00			84,966.00		0.00
Building Inspector Wages	61,636.00		685.00	62,320.64		0.36
Building Inspector Expense	3,500.00		(610.00)	2,294.27		595.73
Salaries/Fees-Mechanical Inspector	33,300.00			33,285.00		15.00
Mechanical Inspector Expense	5,000.00		(2,000.00)	2,502.52		197.48
Sealer Weights & Measures Salary/Fees	(300.00)		3,300.00	1,360.00		0.00
Sealer Weights & Measures Expense	100.00			100.00		0.00
Earth Removal Inspector Salary	1,500.00			1,500.00		0.00
Earth Removal Inspector Expense	100.00			77.00		23.00
Animal Inspector/Animal Control Off. Salaries	4,164.00			4,164.00		0.00
Animal Inspector/Animal Control Off.Expense	800.00			0.00		499.05
Civil Defense/Aux Police/EOC Expenses	12,750.00			11,806.60		943.40
Civil Defense Minor Capital	18,500.00			17,748.50		751.50
Dog Officer Salary	13,973.00			13,972.96		0.04
Dog Officer Expense	4,000.00			3,334.47		665.53
Dog Officer Expense Prior Year	1,100.00			851.92		248.08
Police & Fire Communications Wages	480,247.00		(10,000.00)	442,099.15		28,147.85
Police & Fire Communications Expense	18,250.00			17,766.99		483.01
Police & Fire Communications Exp Prior Yr	196.99			196.99		0.00
Dispatch Building Upgrade FY18	60,000.00			16,211.16		0.00
						43,788.84
<b>Total Protection Persons and Property</b>				<b>4,354,145.37</b>	<b>41,704.00</b>	<b>4,217,806.05</b>
						<b>121,840.05</b>
						<b>56,203.27</b>
<b>SCHOOLS</b>						
<b>Nashoba Valley Tech High School Assmt</b>				<b>607,520.00</b>	<b>607,520.00</b>	<b>0.00</b>



Minuteman Regional Vocation Technical	0.00			0.00
Groton Dunstable Reg School District Assmt	20,175,864.00	20,175,864.00		0.00
<b>Total Schools</b>	<b>20,783,384.00</b>	<b>0.00</b>	<b>20,783,384.00</b>	<b>0.00</b>

## PUBLIC WORKS & FACILITIES

General Highway Salary	103,824.00		103,824.00	0.00
General Highway Wages	656,020.00		651,064.40	4,955.60
General Highway Expense	134,300.00		130,569.84	111.16
General Highway Prior Year Exp	5,000.00		1,367.07	3,632.93
Pedestrian Crossings Main St FY18	55,000.00		0.00	0.00
General Highway Road Maintenance	90,000.00		76,770.40	420.60
General Highway Road Maintenance Prior Yr	15,747.43		15,747.43	0.00
General Highway Intermediate Truck FY18	70,000.00		68,711.21	1,288.79
Snow & Ice Overtime	140,000.00		164,893.56	(24,893.56)
Snow & Ice Expense	215,000.00		302,662.86	(87,662.86)
Snow & Ice Hired Equipment	35,000.00		93,793.50	(58,793.50)
Street Lighting	15,000.00		9,375.00	2,500.00
Waste Disposal Wages	128,236.00		123,094.80	5,141.20
Waste Disposal Consulting	5,850.00		5,850.00	0.00
Waste Disposal Expense	54,486.00		52,457.31	1,878.84
Waste Disposal Tipping Fees	130,000.00	5,000.00	132,889.86	2,110.14
Waste Disposal Minor Capital Prior Year	5,000.00		5,000.00	0.00
Waste Disposal Scale FY17	1,640.00		1,640.00	0.00
Trash Trailers FY18 Rebuild	90,000.00		57,306.22	0.00
Tree Department Expense	3,000.00		1,154.67	0.00
Tree Department Tree Work	11,500.00		6,185.38	314.62
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
<b>Total Public Works &amp; Facilities</b>	<b>1,967,163.43</b>	<b>5,000.00</b>	<b>2,006,917.51</b>	<b>(148,996.04)</b>
				<b>114,241.96</b>

## HEALTH & HUMAN SERVICES

Board of Health Expense	1,000.00		886.48	113.52
Board of Health Engineering Consult	10,000.00		10,000.00	0.00
Nashoba Nursing Service/Health Assessment	44,143.00		44,143.00	0.00
Council on Aging Salaries	73,524.00		73,523.06	0.94
Council on Aging Wages	69,809.00		59,493.62	10,315.38
Council on Aging Expense	8,454.00		7,571.73	682.27
Senior Center Van Wages	59,892.00		48,642.21	11,249.79

Senior Center Van Expenses	17,673.00			7,998.86	9,674.14
Senior Center Van Expenses Prior Year	66.00			66.00	0.00
Veterans' Agent Salary	3,485.00			3,484.00	1.00
Veterans' Agent Expense	600.00			65.40	534.60
Veterans' Benefits	50,000.00			33,771.72	16,228.28
<b>Total Health &amp; Human Services</b>	<b>338,646.00</b>	<b>0.00</b>	<b>289,646.08</b>	<b>48,799.92</b>	<b>200.00</b>

#### LIBRARY AND CITIZENS' SERVICES

Library Salaries	367,248.00	1,000.00	367,598.90	649.10	
Library Wages	316,472.00	(5,000.00)	282,797.81	28,674.19	
Library Expense	195,621.00	4,000.00	199,546.53	74.47	
Library Expense Prior Year	6,207.23		6,207.23	0.00	
Library Minor Capital	0.00		0.00	0.00	
Library Carpet FY17	19,268.40		0.00	0.00	19,268.40
Library Exterior Lights FY18	30,000.00		0.00	0.00	30,000.00
Country Club Salaries	143,285.00		143,284.81	0.19	
Country Club Wages	113,881.00	(11,400.00)	102,441.18	39.82	
Country Club Expenses	122,454.00	40,400.00	152,061.49	10,492.51	300.00
Country Club Expenses Prior Year	154.30		120.83	33.47	
Country Club Rough Triplex Mower	5,100.00		5,090.45	9.55	
Country Club Boom Sprayer 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		65,616.96	67.04	75.00
Park Department Expense Prior Year	4,910.00		4,346.00	564.00	
Parks Property Improvements FY17	46,500.00		10,764.98	0.00	35,735.02
Parks Field Improvements FY16	1,571.65		1,571.65	0.00	
Care of the Old Burying Ground	800.00		167.04	632.96	
Town Forest Expense	5,200.00		0.00	0.00	5,200.00
Celebrations/Commemorations	500.00		500.00	0.00	
Great Ponds Advisory Gen Expenses	2,385.00		2,339.98	45.02	
Great Ponds Advisory Gen Exp Prior Year	2,321.75		2,300.00	21.75	
Weed Harvesting/Great Ponds Expense	7,000.00		4,396.88	0.12	2,603.00
Water Safety Wages	2,640.00	74.00	2,713.15	0.85	
Water Safety Expense	36,989.00		22,129.34	8,759.66	6,100.00
Water Safety Expense Prior Year	6,103.00		6,103.00	0.00	
<b>Total Library and Citizens' Services</b>	<b>1,511,529.33</b>	<b>29,074.00</b>	<b>1,388,964.61</b>	<b>52,357.30</b>	<b>99,281.42</b>

#### DEBT SERVICE

Principal Long-Term Debt	928,601.00		928,600.00	1.00	
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Interest Long-Term Debt	210,518.00	210,517.35	0.65
Short-Term Debt Prin/Int	33,533.00	37,917.17	(0.17)
<b>Total Debt Service</b>	<b>1,172,652.00</b>	<b>1,177,034.52</b>	<b>1.48</b>
			<b>0.00</b>

#### EMPLOYEE BENEFITS

County Retirement Assessment	1,966,279.00	1,966,279.00	0.00
Health & Life Insurance	1,507,160.00	1,461,870.25	15.04
Health & Life Insurance Prior Year	16,543.91	9,003.93	7,539.98
Unemployment Compensation	41,140.00	(10,000.00)	20,513.75
Unemployment Compensation Prior Year	3,368.00	3,368.00	0.00
Medicare Employer Contribution	127,931.00	122,813.30	0.00
Medicare Employer Contribution Prior Year	2,285.00	2,284.40	0.60
<b>Total Employee Benefits</b>	<b>3,664,706.91</b>	<b>3,576,245.13</b>	<b>28,069.37</b>
			<b>14,679.41</b>

#### WATER DEPARTMENT ENTERPRISE FUND

Water Department Salaries	127,482.00	122,759.38	4,722.62
Water Department Wages	203,296.00	193,076.06	10,219.94
Water Department Expense	533,113.00	510,616.36	18,496.64
Water Department Expense Prior Year	17,633.00	17,633.00	0.00
Water Dept. OFU E&D Trf for Well Pr Yr	170.00	170.00	0.00
Water Department Debt Service	398,045.00	398,044.56	0.44
<b>Total Water Department Enterprise</b>	<b>1,279,739.00</b>	<b>1,242,299.36</b>	<b>33,439.64</b>
			<b>4,000.00</b>

#### SEWER DEPARTMENT ENTERPRISE FUND

Sewer Department Salaries	19,440.00	18,200.22	1,239.78
Sewer Department Wages	40,053.00	36,118.75	3,934.25
Sewer Department Expense	758,753.00	685,119.42	33,633.58
Sewer Dept: Debt Service (incl. betterments)	41,594.00	38,688.33	2,905.67
<b>Total Sewer Department Enterprise</b>	<b>859,840.00</b>	<b>778,126.72</b>	<b>41,713.28</b>
		<b>0.00</b>	<b>40,000.00</b>

#### 4 CORNERS SEWER DEPARTMENT ENTERPRISE FUND

Sewer Department Salaries	0.00	0.00	0.00
Sewer Department Wages	0.00	0.00	0.00
Sewer Department Expense	13,230.00	0.00	13,230.00
Sewer Dept: Debt Service	0.00	0.00	0.00
<b>Total Sewer Department Enterprise</b>	<b>13,230.00</b>	<b>0.00</b>	<b>13,230.00</b>
			<b>0.00</b>

# **CABLE DEPARTMENT ENTERPRISE FUND**

Cable Department Salaries	70,921.00	70,920.62	0.38
Cable Department Wages	50,945.00	50,078.65	866.35
Cable Department Expense	74,588.00	64,174.20	10,413.80
Cable Department Minor Capital	10,000.00	6,462.00	3,538.00
<b>Total Cable Department Enterprise</b>	<b>206,454.00</b>	<b>0.00</b>	<b>14,818.53</b>
			<b>0.00</b>

## **CAPITAL PROJECTS**

Four Corners Sewer	2,086,026.73	1,687,028.56	0.00	398,998.17
Complete Streets Engineering	45,000.00	34,097.50	0.00	10,902.50
Center Fire Station	37,393.44	15,770.74	5,995.19	15,627.51
Ladder Truck FY18	995,000.00	0.00	0.00	995,000.00
Senior Center Building FY18	5,881,000.00	429,858.14	0.00	5,451,141.86
Public Safety Radio Upgrade	23,866.31	0.00	0.00	23,866.31
Water Capital Infrastructure	502,311.54	347,555.96	0.00	154,755.58
Lost Lake Fire Protection	124,502.53	0.00	0.00	124,502.53
<b>Total Capital Projects</b>	<b>9,695,100.55</b>	<b>0.00</b>	<b>5,995.19</b>	<b>7,174,794.46</b>
<b>GRAND TOTAL</b>	<b>48,674,238.42</b>	<b>0.00</b>	<b>390,723.18</b>	<b>7,685,959.28</b>

## **SPECIAL REVENUE FISCAL 2018**

<b>Bal. Forward</b>	<b>Receipts</b>	<b>Expenditures</b>	<b>Bal to FY19</b>
<b>(53,084.00)</b>	544,853.00	491,769.00	0.00
			<b>0.00</b>

## **CHAPTER 90 HIGHWAY FUNDS**

Chapter 90 Highway Funds

## **Community Preservation Fund**

Note: Bal. forward to 2019 incl. encumbrances for incomplete projects; Unalloc Rsrv incl. operating rsrv

Unallocated Reserve	472,227.35	619,780.68	600,229.70	491,778.33
Community Housing Reserve	414,644.67	87,825.81	43,506.00	458,964.48
Historic Resource Reserve	194,308.66	87,825.81	163,593.93	118,540.54
Open Space Reserve	37,290.75	87,825.81	85,000.00	40,116.56
	<b>1,118,471.43</b>	<b>883,258.11</b>	<b>892,329.63</b>	<b>1,109,399.91</b>

## **GIFTS**

149 Complete Streets	0.00	194.30	194.30
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150 Highway Department	5,408.69	76,862.94	77,029.20	5,242.43
151 Fire Department SAFE	0.00	180.00		180.00
152 Fire Department	9,974.51	2,730.00	3,967.66	8,736.85
153 EMS	2,736.68			2,736.68
154 Police Department	1,574.86	140.00	1,574.86	140.00
155 Shooting Range	144.04			144.04
156 DARE	2,353.01		930.00	1,423.01
158 Sargisson Beach GLA Gift	5,000.00			5,000.00
159 Civil Defense	1,100.34			1,100.34
160 Library	63,450.23	9,115.06	15,281.14	57,284.15
161 Council on Aging	6,384.28	4,515.99	3,367.14	7,533.13
162 GLA Weed Control Gift	3,767.36			3,767.36
163 Library Tarbell Paintings Gift	5,500.00	5,000.00		10,500.00
164 Sargisson Beach Life Guards	975.63			975.63
171 Williams Barn	3,686.90	2,934.00	3,040.41	3,580.49
175 Care of Old Burying Ground	452.23			452.23
177 Groton Military Covenant	213.00			213.00
180 Dog Pound	1,937.95	25.00		1,962.95
190 Groton Children's Fund	4,406.77	13,112.50	8,919.14	8,600.13
220 Pavilion Maintenance	236.00			236.00
221 Smith Fountain	2,017.94			2,017.94
222 Sargisson Beach Canoe Launch	6,168.21			6,168.21
251 Cable TV Programming	3,295.99	495.00	613.49	3,177.50
252 Greenway	9,635.49	4,782.00	2,831.18	11,586.31
255 Parks Basketball Court Maintenance	5,000.00		1,491.45	3,508.55
256 Duck Pond Restoration FY18	0.00	11,860.00	4,596.53	7,263.47
270 C-Lab/Insko Monitoring	1,406.51			1,406.51
275 Fire EMT Tuition Gift	1,000.00			1,000.00
278 Flagpole Solar Maintenance	0.00	550.00		550.00
281 Country Club Gift	5.00	6,687.11	3,827.11	2,865.00
287 Lost Lake Dam Gift Fund	68,611.77			68,611.77
288 Sustainability Committee Fund	604.74	200.00	756.42	48.32
290 Trails Committee Gift Fund	6,706.23	2,050.00	250.00	8,506.23
291 Recycling Gift Fund	3,008.17			3,008.17
294 Lost Lake/Knops Pond Gift Fund	3,430.00			3,430.00
296 Swim Team Gift Fund	19.02			19.02

297 Vets Breakfast/Senior Lunch Fund	116.83			116.83
298 BOS Gift Fund/GRG Traffic Light	100,500.00	50.00		100,550.00
622 T.Hartnett Memorial Scholarship	0.00	14,960.00	2,711.75	12,248.25
	<b>330,828.38</b>	<b>156,443.90</b>	<b>131,187.48</b>	<b>0.00</b>

## GRANTS

405 911 S&J FY18	0.00	130,290.02	133,792.72	(3,502.70)
407 911 Training FY18	0.00	713.40	1,170.40	(457.00)
409 911 Training FY17	(213.40)	853.60	640.20	0.00
410 Fire Department SAFE	5,951.05	6,123.00	7,146.98	4,927.07
414 FY17 Dispatch Development Grant	0.00	25,333.20	25,333.20	0.00
424 Police Bullet Proof Vests Grant	(2,385.00)	2,385.00	0.00	0.00
427 Police Federal JAG Grant	1.00	0.00	0.00	1.00
434 DEP Recycle IQ	0.00	7,500.00	7,082.00	418.00
439 Traffic Enforcement FY18	0.00	1,143.20	1,514.96	(371.76)
440 Conservation WHIP Grant	1,875.00	0.00	0.00	1,875.00
442 Fire UTV Grant FY18	0.00	36,000.00	27,000.00	9,000.00
447 StormWater: James Brook Grant	59.41	0.00	0.00	59.41
450 Aid to Libraries	87,673.55	18,853.64	16,850.55	89,676.64
452 Arts Council	4,114.97	4,611.48	4,675.00	4,051.45
455 Elder Programs	0.00	3,265.00	3,265.00	0.00
470 Polling Hours	1,758.15	0.00	0.00	1,758.15
487 SMRP Recycling	475.94	5,250.00	459.17	5,266.77
494 IT Infrastructure Grant FY17	0.00	16,000.00	15,364.78	635.22
496 IT Cybersecurity Grant FY17	12,360.00	0.00	0.00	12,360.00
497 Pedestrian Safety Grant FY18	0.00	3,531.72	0.00	3,531.72
499 BoH Equipment Grant	0.00	611.88	611.88	0.00
Title V	62,092.98	2,992.30	10,400.00	54,685.28
Water Dept SWMI	(36,000.00)	53,387.50	18,875.00	(1,487.50)
	<b>137,763.65</b>	<b>318,844.94</b>	<b>274,181.84</b>	<b>0.00</b>

## REVOLVING

Affordable Housing Marketing	10,962.19			10,962.19
Handicap Parking Fines	0.00	30.00		30.00
Boat Tax for Waterway Maintenance	0.00	1,179.00	320.00	859.00

Home Recycling	6,486.27	1,099.75	1,979.76	5,606.26
Drug Forfeiture	15,919.76			15,919.76
Insurance Claims	17,745.01	21,385.82	25,627.40	13,503.43
Erosion Control	18,918.87	906.00	7,712.01	12,112.86
Conservation Land Management	18,303.55		6,713.00	11,590.55
Cons Com 593 Academy Hill	497.18	1.18		498.36
Cons Com 593 Geld Peer Review	1.29			1.29
Cons Com 593 NESSP Temple	68.01	0.14		68.15
Planning Board 593	32,011.08	5,551.24	14,869.64	22,692.68
Zoning Board 593	3,265.64	7.71		3,273.35
	<b>124,178.85</b>	<b>30,160.84</b>	<b>57,221.81</b>	<b>0.00</b>
				<b>97,117.88</b>

#### RECEIPTS RESERVED

Town Forest	79,358.26			79,358.26
EMS Fees	632,079.27	394,643.83	266,000.00	760,723.10
Insurance Reimb. over 20K	6,925.07			6,925.07
Sale of Old Fire Station	100,000.00		100,000.00	0.00
Sale of Tarbell School	76,584.00		75,000.00	1,584.00
	<b>894,946.60</b>	<b>394,643.83</b>	<b>441,000.00</b>	<b>0.00</b>
				<b>848,590.43</b>

EMS Rpts Res. includes \$241k encumbered for FY 2017

#### NON-EXPENDABLE TRUST FUNDS

	Interest & + Market Adj	Disbursements & - Market Adj	Transfers In or Out
Samuel Green	134,321.33	1,382.10	135,703.43
Joseph Shepley	309,590.95	3,185.54	312,776.49
Barr Eye	2,658.48	27.36	2,685.84
Dalrymple Eye	11,220.40	115.46	11,335.86
Waters	6,044,395.53	62,193.99	6,106,589.52
Robbins Library	3,122,461.20	32,128.66	3,154,589.86
Library Book	172,785.23	1,777.88	174,563.11
Lecture	4,783,320.13	49,218.12	4,832,538.25
Shepley Fountain	2,658.43	27.37	2,685.80
Spaulding	1,071.27	11.02	1,082.29
Blood Cemetery	1,071.25	11.02	1,082.27
Sawyer	5,507.51	56.67	5,564.18
Butler School	12,674.50	130.41	12,804.91

Groton Commons	10,647.02	109.55		10,756.57
Robertson Onners	36,318.77		2,830.37	33,488.40
Robbins Scholarship	17,754.87	182.68		17,937.55
Twomey Scholarship	42,693.14		2,953.22	39,739.92
VanHoogan Scholarship	85,978.76		6,315.62	79,663.14
Bertozzi Scholarship	170,492.07		5,594.64	164,897.43
Belitsky Scholarship	19,896.50	500.00	1,142.59	19,253.91
Champney Cemetery	1,071.26	11.02		1,082.28
	<b>14,988,588.60</b>	<b>151,068.85</b>	<b>18,836.44</b>	<b>15,120,821.01</b>

	Trans. In, Receipts & Gen. Int.		Trans. Out & Adj to FMV	Expenditures
<b>EXPENDABLE TRUST FUNDS</b>				
Samuel Green	891,868.68	29,372.32	(17,969.50)	5,856.14
Joseph Shepley	359,551.46	18,464.83	(11,653.39)	3,179.13
Barr Eye	1,778.46	90.46		1,868.92
Dalrymple Eye	26,556.47	1,220.03	(1,497.32)	279.00
Waters	761,814.61	161,500.94	(19,306.32)	150,545.35
Robbins Library	663,885.13	93,175.35	(18,775.96)	145,614.75
Library Book	54,982.20	5,481.71	(1,558.88)	58,905.03
Lecture	585,470.36	128,926.88	(14,340.77)	79,318.22
Shepley Fountain	3,803.46	121.34		100.00
Spaulding	398.52	30.81		429.33
Blood Cemetery	4,916.07	103.14		5,019.21
Lawrence Library	68,987.51	1,499.74	547.95	71,035.20
Sawyer	1,379.93	151.17		1,531.10
Butler School	6,208.40	338.02		4,162.74
Groton Commons	4,917.47	327.82		2,383.68
Robertson Onners	15,611.84	1,480.53	(812.91)	5,245.29
Robbins Scholarship	5,655.93	506.61		13,695.46
Twomey Scholarship	257.84	1,619.08	(347.27)	6,162.54
VanHoogan Scholarship	6,923.02	2,709.50	(541.92)	529.65
Bertozzi Scholarship	6,208.17	4,286.18	(1,071.55)	2,000.00
Belitsky Scholarship	1,492.90	1,068.77	(173.75)	5,701.00
Champney Cemetery	2,756.02	68.91		1,500.00
OPEB Trust	21.90	300,036.55	(37.66)	887.92
				2,824.93
				100,020.79



Avenue of Flags	3,319.49	7.81		3,327.30
Groton Scholarship	7,180.65	10,345.95	6,437.00	11,089.60
Turtle Study Trust	25,282.92	59.54		25,342.46
Turtle Main Trust	28,316.81	66.68		28,383.49
Affordable Housing Trst	47,896.53	358.45	2,023.00	46,231.98
Stabilization	1,792,520.32	46,458.37	(42,635.35)	1,796,343.34
Conservation	730,916.43	36,807.32	2,288.51	765,435.24
Capital Stabilization	533,923.48	506,474.29	470,692.00	569,705.77
GDRSD Capital Stabilization	0.00	504,635.63		504,635.63
	<b>6,644,802.98</b>	<b>1,857,794.73</b>	<b>(130,174.60)</b>	<b>7,289,142.27</b>

Note: Capital Purchase Stabilization Fund Balances include amounts encumbered to FY19 for Capital Expenditures

AGENCY FUNDS	Bal. Forward	Receipts	Expenditures	Bal to FY19
Payroll Deductions	72,503.11	627,156.27	(630,464.80)	69,194.58
Police Details Due	3,094.18	255,168.00	(267,648.00)	(9,385.82)
Fire Details Due	375.37	7,117.00	(9,793.00)	(2,300.63)
Ambulance Fees due other Towns	6,050.00	66,412.50	(58,987.50)	13,475.00
Fees due Collection Agency	887.90	20,610.66	(18,096.90)	3,401.66
GEO/TMS Fees Payable	19,842.39	19,515.71	(13,203.87)	26,154.23
Due to State Agency Sales Tax	749.46	4,271.88	(4,271.31)	750.03
Firearms Fees Due State	3,387.50	13,100.00	(11,737.50)	4,750.00
Fee Due to Deputy Collector	14,682.50	25,926.00	(28,191.50)	12,417.00
Due to Other Towns - Recycling	5,230.36	2,346.51	(7,576.87)	0.00
Fee Due to NEBS	10,000.00			10,000.00
Guarantee Deposits (Perf Bonds)	254,567.65	80.53	(132,566.94)	122,081.24
West Groton Water	4,292.14	122,774.19	(120,440.49)	6,625.84
Mass-Toss	8,288.53	51,336.55	(52,824.85)	6,800.23
	<b>403,951.09</b>	<b>1,215,815.80</b>	<b>(1,355,803.53)</b>	<b>263,963.36</b>

**SUMMARY OF ACCOUNTS JULY 1, 2018 - DECEMBER 31, 2018**

GENERAL GOVERNMENT	Appropriation		Res Fund or	6-Month	Est. To Be
	Line	Item Tx	Expended	Expended	Expended
Moderator Salary	65.00		0.00		65.00
Moderator Expense	80.00		0.00		80.00
Selectmen Expense	3,100.00		1,915.27		1,184.73
Selectmen Expense Prior Year	18,662.00		0.00		18,662.00
Selectmen Minor Capital	27,000.00		25,688.85		1,311.15
Town Manager Salaries	211,121.00		106,139.36		104,981.64
Town Manager Wages	114,138.00		50,554.10		63,583.90
Town Manager Expense	14,000.00		3,021.38		10,978.62
Town Manager Expense Prior Year	20,578.00		119.00		20,459.00
FinCom Reserve Fund	150,000.00	(23,965.00)	0.00		126,035.00
FinCom Expenses	210.00		210.00		0.00
Town Accountant Salary	91,110.00		46,659.59		44,450.41
Town Accountant Wages	46,187.00		22,423.15		23,763.85
Town Accountant Expenses/Audit	32,140.00		30,593.00		1,547.00
Assessors Salaries	75,555.00		38,235.65		37,319.35
Assessors Wages	52,675.00		25,531.53		27,143.47
Assessors BOA Cyclical Inspections FY18	91,230.12		9,075.75		82,154.37
Assessors Expense	22,630.00		12,656.04		9,973.96
Assessors Expense Prior Year	177.13		177.13		0.00
Treasurer/Tax Collector Salary	88,165.00		44,540.65		43,624.35
Treasurer/Tax Collector Wages	111,864.00		52,929.24		58,934.76
Treasurer/Tax Collect Expense	21,865.00		10,773.29		11,091.71
Treasurer/Tax Collect Expense Prior Year	500.00		463.51		36.49
Treasurer Tax Title	4,500.00		230.00		4,270.00
Treasurer Tax Title Prior Year	265.24		265.24		0.00
Treasurer Bond Costs	6,000.00		0.00		6,000.00
Town Counsel Expense	90,000.00		65,617.31		24,382.69
Town Counsel Expense Prior Year	2,000.00		2,000.00		0.00
Human Resource Salaries	79,104.00		40,010.15		39,093.85
Human Resource Expense	10,000.00		5,705.59		4,294.41
Human Resource Expense Prior Year	1,326.25		0.00		1,326.25
Information Technology Salary	109,759.00		55,337.67		54,421.33
Information Technology Wages	56,635.00		27,258.67		29,376.33
Information Technology Expense	24,800.00		7,555.93		17,244.07
Information Technology: Capital Outlay	40,000.00		2,269.65		37,730.35
Town Clerk Salary	83,936.00		42,763.68		41,172.32
Town Clerk Wages	61,274.00		30,297.36		30,976.64
Town Clerk Expense	11,690.00		2,533.35		9,156.65
Election/Registrar Wages	14,346.00		12,160.50		2,185.50
Election/Registrar Wages Prior Year	500.00		450.00		50.00
Election/Registrar Expense	11,070.00	6,450.00	9,129.13		8,390.87
Election/Registrar Expense Prior Year	30.00		29.64		0.36
Street Listing Expense	5,100.00		1,783.32		3,316.68

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
Conservation Commission Salary	65,796.00		33,174.38	32,621.62
Conservation Commission Expense	6,724.00		4,591.48	2,132.52
Conservation Commission Expense Prior Year	3,876.00		262.75	3,613.25
GIS Committee	18,600.00		8,800.00	9,800.00
Planning Board Salary	80,235.00		40,769.35	39,465.65
Planning Board Expense	7,850.00		3,279.68	4,570.32
Planning Board Expense Prior Year	150.00		135.00	15.00
Planning Board County Assessments	3,600.00		3,574.50	25.50
Board of Appeals Wages	19,630.00		8,887.32	10,742.68
Board of Appeals Expense	1,700.00		489.50	1,210.50
Municipal Buildings Wages	135,700.00		66,706.06	68,993.94
Municipal Buildings Expense	260,850.00		123,301.06	137,548.94
Municipal Buildings Expense Prior Year	679.00		679.00	0.00
Prescott Bldg Maintenance FY19	62,000.00		22,385.21	39,614.79
Municipal Buildings Minor Capital	20,000.00		17,037.51	2,962.49
Municipal Buildings Minor Capital Prior Year	8,122.00		8,122.00	0.00
Muni Bldgs Repair FY18	10,255.00		10,255.00	0.00
Muni Bldgs Repair FY19	25,000.00		21,337.78	3,662.22
Munic. Bldgs Town Hall Second Fl Mtg Rm FY19	50,000.00		49,369.19	630.81
Building Security FY17	6,228.31		0.00	6,228.31
Insurance and Bonding	230,000.00		195,955.73	34,044.27
Insurance and Bonding Deductible Reserve	12,000.00		5,847.74	6,152.26
Insurance and Bonding Deductible Rsrv Prior Yr	1,000.00		1,000.00	0.00
Insurance and Bonding, 111F	25,000.00		13,351.43	11,648.57
Ins. and Bonding, 111F Prior Year	7,771.26		7,771.26	0.00
Town Report	1,500.00		0.00	1,500.00
Postage and Copying Expense	55,000.00		26,183.39	28,816.61
Postage and Copying Expense Prior Year	6,775.55		6,430.93	344.62
Central Purchasing (Office Supplies)	17,000.00		6,369.85	10,630.15
Central Purchasing (Office Supplies) Prior Yr	2,756.90		2,338.47	418.43
Telephone Expenses	40,000.00		11,615.87	28,384.13
Telephone Expenses Prior Year	355.00		353.27	1.73
<b>TOTAL GENERAL GOVERNMENT</b>	<b>2,991,541.76</b>	<b>(17,515.00)</b>	<b>1,487,478.39</b>	<b>1,486,548.37</b>
<b>PROTECTION PERSONS AND PROPERTY</b>				
Police Department Salary	326,053.00		157,906.64	168,146.36
Police Department Wages	1,815,832.00		880,264.42	935,567.58
Police Department Expense	210,969.00		76,858.34	134,110.66
Police Department Expense PY	382.23		250.80	131.43
Police Department Lease for Motorcycles	4,000.00		3,960.00	40.00
Police Department Cruisers FY19	92,458.00		87,486.74	4,971.26
Police Department Minor Capital	20,000.00		7,020.00	12,980.00
Fire Department Salaries	116,479.00		58,808.13	57,670.87
Fire Department Wages	909,540.00		393,165.29	516,374.71
Fire Department Expense	172,700.00		81,127.68	91,572.32
Fire Department Expense: Prior Year	300.00		202.19	97.81

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
Fire Dept Capital Outlay Swap Loader FY17	9,702.80		0.00	9,702.80
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	497,796.00		94,447.58	403,348.42
Police & Fire Communications: Expense	18,250.00		6,569.09	11,680.91
Police & Fire Communications: Bldg Upgrade 19	60,000.00		0.00	60,000.00
Police & Fire Communications: Bldg Upgrade 18	43,788.84		0.00	43,788.84
Building Inspector Salary	88,165.00		44,540.65	43,624.35
Building Inspector Wages	58,327.00		27,600.00	30,727.00
Building Inspector Expense	3,500.00		1,427.64	2,072.36
Salary/Fees-Gas/Plumbing/Elec Inspectors	30,000.00		15,690.00	14,310.00
Gas/Plumbing/Elec Inspector Expense	5,000.00		1,700.59	3,299.41
Gas/Plumbing/Elec Inspector Expense Prior Yr	300.00		258.33	41.67
Sealer Weights & Measures Salary Fees	3,200.00		820.00	2,380.00
Sealer Weights & Measures Salary Fees Pr Yr	1,640.00		355.00	1,285.00
Sealer Weights & Measures Expense	100.00		48.77	51.23
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
Animal Inspector/Control Officer Expense Pr Yr	300.95		300.95	0.00
EOC Expense/Aux. Police Expense	12,750.00		6,030.00	6,720.00
Dog Officer Salary	15,000.00		7,568.60	7,431.40
Dog Officer Expense	4,000.00		1,408.19	2,591.81
<b>TOTAL PROTECTION PERSONS/PROPERTY</b>	<b>4,527,099.82</b>	<b>0.00</b>	<b>1,957,897.70</b>	<b>2,569,202.12</b>
<b>SCHOOLS</b>				
Nashoba Valley Tech High School Assmt	557,295.00		417,971.25	139,323.75
Out of District Placement	0.00		0.00	0.00
Groton Dunstable Reg School Dist Assmt	21,858,954.00		10,929,477.00	10,929,477.00
<b>TOTAL SCHOOLS</b>	<b>22,416,249.00</b>	<b>0.00</b>	<b>11,347,448.25</b>	<b>11,068,800.75</b>
<b>HIGHWAY AND HEALTH</b>				
General Highway Salary	108,592.00		55,504.13	53,087.87
General Highway Wages	682,727.00		328,715.79	354,011.21
General Highway Expense	136,900.00		84,265.73	52,634.27
General Highway Expense Prior Year	3,619.00		2,680.19	938.81
Pedestrian Crossings FY18	55,000.00		41,531.78	13,468.22
General Highway Road Maintenance	90,000.00	17,515.00	70,337.57	37,177.43
General Highway Road Maint. Prior Year	12,809.00		0.00	12,809.00
General Highway Capital: Pickup Truck FY19	40,000.00		39,590.94	409.06
Snow & Ice Overtime	140,000.00		30,821.68	109,178.32
Snow & Ice Expense	165,000.00		49,047.37	115,952.63
Snow & Ice Hired Equipment	35,000.00		6,399.25	28,600.75

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
Street Lighting	15,000.00		1,653.43	13,346.57
Street Lighting Prior Year	3,125.00		3,125.00	0.00
Waste Disposal Wages	133,393.00		63,105.80	70,287.20
Waste Disposal Expense	44,486.00		31,308.23	13,177.77
Waste Disposal Expense Prior Year	149.85		149.85	0.00
Waste Disposal Consulting	5,850.00		0.00	5,850.00
Waste Disposal Tipping Fees	130,000.00		73,267.29	56,732.71
Waste Disposal Minor Capital Prior Year	10,000.00		0.00	10,000.00
Waste Disposal Capital: Trf Sta Trash Trailers FY18	32,693.78		0.00	32,693.78
Tree Department Expenses	3,000.00		0.00	3,000.00
Tree Department Expenses Prior Year	1,845.33		0.00	1,845.33
Tree Department Tree Work	11,500.00		0.00	11,500.00
Tree Department Tree Work Prior Year	5,000.00		4,200.00	800.00
Graves Registration Salary	250.00		0.00	250.00
Graves Registration Expense	760.00		755.92	4.08
Care of Veterans' Graves	1,550.00		0.00	1,550.00
Board of Health Expense	1,000.00		50.99	949.01
Board of Health Engineering	10,000.00		7,509.57	2,490.43
Board of Health Nursing/ Health Services	45,951.00		36,463.37	9,487.63
Council on Aging Salaries	76,790.00		38,601.15	38,188.85
Council on Aging Wages	75,451.00		27,483.80	47,967.20
Council on Aging Expense	8,454.00		3,437.29	5,016.71
Council on Aging Expense Prior Year	200.00		112.43	87.57
Senior Center Van Wages	60,200.00		22,662.00	37,538.00
Senior Center Van Expenses	17,673.00		2,679.47	14,993.53
Veterans' Agent Salary	5,000.00		1,742.00	3,258.00
Veterans' Agent Expense	1,100.00		65.40	1,034.60
Veterans' Agent: Veteran's Benefits	50,000.00		20,774.22	29,225.78
<b>TOTAL HIGHWAY AND HEALTH</b>	<b>2,220,068.96</b>	<b>17,515.00</b>	<b>1,048,041.64</b>	<b>1,189,542.32</b>
<b>CULTURE AND RECREATION</b>				
Library Salaries	379,281.00		190,615.10	188,665.90
Library Wages	326,922.00		150,407.85	176,514.15
Library Expense	200,498.00		98,841.47	101,656.53
Library Capital Exterior Lights	30,000.00		0.00	30,000.00
Library Capital Carpet FY17	19,268.40		0.00	19,268.40
Library Emergency Exit Repair FY19	40,000.00		0.00	40,000.00
Country Club: Salaries	149,336.00		74,877.91	74,458.09
Country Club: Wages	112,481.00		74,396.84	38,084.16
Country Club: Expenses	139,940.00		111,796.48	28,143.52
Country Club: Expenses Prior Year	300.00		255.00	45.00
Country Club: Triplex Mower FY17 Cap Lease	5,100.00		5,090.45	9.55
Country Club Irrigation System Repair FY19	23,000.00		4,736.82	18,263.18
Park Department Expense	65,759.00		27,195.22	38,563.78
Park Department Expense Prior Year	75.00		50.94	24.06
Park Department Field Improvements FY17	35,735.02		19,390.75	16,344.27

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
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		500.00	0.00
Great Lakes Advisory Committee Expense	2,385.00		0.00	2,385.00
Weed Harvester Expense	7,000.00		452.48	6,547.52
Weed Harvester Expense Prior Year	2,603.00		0.00	2,603.00
Water Safety Wages	4,200.00		1,696.75	2,503.25
Water Safety Expense	37,747.00		17,298.07	20,448.93
Water Safety Expense Prior Year	6,100.00		6,070.81	29.19
<b>TOTAL LIBRARY &amp; CITIZENS' SERVICES</b>	<b>1,594,230.42</b>	<b>0.00</b>	<b>783,672.94</b>	<b>810,557.48</b>
<b>DEBT SERVICE</b>				
Principal Long-term Debt	722,250.00		407,250.00	315,000.00
Interest Long-term Debt	186,383.00		96,608.43	89,774.57
Principal/Interest Short-term Debt	206,811.00		0.00	206,811.00
<b>TOTAL DEBT SERVICE</b>	<b>1,115,444.00</b>	<b>0.00</b>	<b>503,858.43</b>	<b>611,585.57</b>
<b>EMPLOYEE BENEFITS</b>				
County Retirement Assessment	2,081,699.00		2,081,699.00	0.00
Unemployment Compensation	35,000.00		980.00	34,020.00
Health & Life Insurance	1,519,461.00		715,047.68	804,413.32
Health & Life Insurance Prior Year	9,561.71		650.25	8,911.46
Medicare Employer Contribution	138,100.00		55,056.79	83,043.21
Medicare Employer Contribution Prior Year	5,117.70		4,623.14	494.56
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>3,788,939.41</b>	<b>0.00</b>	<b>2,858,056.86</b>	<b>930,882.55</b>
<b>WATER DEPARTMENT</b>				
Water Department Salaries	124,102.00		64,076.93	60,025.07
Water Department Wages	216,134.00		105,791.96	110,342.04
Water Department Expense	575,704.00		226,957.85	348,746.15
Water Department Expense Prior Year	4,000.00		3,875.00	125.00
Water Department Debt Service	400,392.79		327,304.81	73,087.98
<b>TOTAL WATER DEPARTMENT</b>	<b>1,320,332.79</b>	<b>0.00</b>	<b>728,006.55</b>	<b>592,326.24</b>
<b>SEWER DEPARTMENT</b>				
Sewer Department Salaries	19,440.00		9,619.39	9,820.61
Sewer Department Wages	36,540.00		17,991.16	18,548.84
Sewer Department Expense	637,347.87		248,507.28	388,840.59
Sewer Department Expense Prior Year	40,000.00		31,562.30	8,437.70
Sewer Department Debt Service	5,873.13		5,510.47	362.66
<b>TOTAL SEWER DEPARTMENT</b>	<b>739,201.00</b>	<b>0.00</b>	<b>313,190.60</b>	<b>426,010.40</b>
<b>4 CORNERS SEWER DEPARTMENT</b>				
4 Corners Sewer Salaries				
4 Corners Sewer Wages				
4 Corners Sewer General Expenses	31,424.00		4,873.40	26,550.60
<b>TOTAL 4 CORNERS SEWER DEPARTMENT</b>	<b>31,424.00</b>	<b>0.00</b>	<b>4,873.40</b>	<b>26,550.60</b>
<b>LOCAL CABLE ACCESS</b>				

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
Cable Department Salaries	70,421.00		37,024.70	33,396.30
Cable Department Wages	50,945.00		25,005.00	25,940.00
Cable Department Expense	72,783.00		12,935.40	59,847.60
Cable Department Minor Capital	10,000.00		0.00	10,000.00
<b>TOTAL CABLE DEPARTMENT</b>	<b>204,149.00</b>	<b>0.00</b>	<b>74,965.10</b>	<b>129,183.90</b>

#### COMMUNITY PRESERVATION

Operating Reserve	5,000.00		0.00	5,000.00
Unallocated Reserve Debt Service	419,604.00		396,684.38	22,919.62
Unallocated Reserve Prescott Upgrades FY18	15,350.00		14,382.50	967.50
Unallocated Reserve Prescott Upgrades FY17	3,435.96		2,869.72	566.24
Unallocated Reserve Prescott Upgrades FY19	145,330.00		0.00	145,330.00
Unallocated Reserve Baddacook Pond FY18	87,122.60		80,512.04	6,610.56
Unallocated Reserve Baddacook Pond FY19	110,000.00		0.00	110,000.00
Unallocated Reserve Duck Pond FY18	42,000.00		23,041.55	18,958.45
Community Housing Reserve Wages	50,688.00		20,435.19	30,252.81
Community Housing Reserve Expenses	23,112.00		0.00	23,112.00
Historic Resource Reserve Poor Mural FY19	18,000.00		0.00	18,000.00
Historic Resource Reserve 1st Parish Nat'l Register	884.79		0.00	884.79
Historic Resource Reserve Library Building	0.00		0.00	0.00
Historic Resource Reserve Library Entrance	0.00		0.00	0.00
Historic Res. Rsv Monument Restoration FY17	23,927.50		0.00	23,927.50
Historic Res. Rsv Prescott Upgrades FY17	656.82		552.79	104.03
Historic Res. Rsv Prescott Upgrades FY19	130,000.00		8,500.00	121,500.00
Open Space Duck Pond Restoration FY18	7,000.00		0.00	7,000.00
Open Space Baddacook Pond FY19	30,000.00		0.00	30,000.00
Open Space Reserve Surrenden Debt Service	60,000.00		60,000.00	0.00
<b>TOTAL COMMUNITY PRESERVATION</b>	<b>1,172,111.67</b>	<b>0.00</b>	<b>606,978.17</b>	<b>565,133.50</b>

#### CAPITAL PROJECT FUND

Complete Streets	10,902.50		0.00	10,902.50
Ladder Truck FY18	995,000.00		993,303.00	1,697.00
DPW Vehicles FY19	325,000.00		0.00	325,000.00
Lost Lake Fire Protection	124,502.53		0.00	124,502.53
Senior Center Building	5,451,141.86		1,413,645.74	4,037,496.12
Center Fire Station Construction	15,627.51		13,427.12	2,200.39
DPW Garage FY19	230,000.00		0.00	230,000.00
Library Roof FY19	66,000.00		0.00	66,000.00
Public Safety Radio Upgrade	23,866.31		0.00	23,866.31
Four Corners Sewer	398,998.17		246,549.89	152,448.28
Water Capital Infrastructure Improvements FY17	154,755.58		88,630.68	66,124.90

#### TOTAL CAPITAL PROJECTS FUND

	7,795,794.46	0.00	2,755,556.43	5,040,238.03
<b>GRAND TOTAL</b>	<b>49,916,586.29</b>	<b>0.00</b>	<b>24,470,024.46</b>	<b>25,446,561.83</b>