

Town of Groton



2019 Annual Town Report



GROTON, MASSACHUSETTS MIDDLESEX COUNTY

www.grotonma.gov

“At A Glance”

Settled: May 23, 1655

Type of Government: Open Town Meeting; Town Manager

Location: Northwestern part of Middlesex County

Population as of December 31, 2019: 10,744

Registered Voters as of December 31, 2019: 8,356

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 2019

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

Carole Ann Bouchard

Norma Garvin

James G. Downes

Francoise Forbes

Lorraine Leonard

*Norman Richard
Robertson*

Brooks Lyman



Photo by Jeff Demers

2019 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 27, 2019

EAGLE SCOUTS

William Arthur
Cole Pisani
Matthew Wong
Aiden Prince
Alex Menard
Ryan Donaruma



March 24, 2019
March 25, 2019
March 26, 2019
April 7, 2019
July 28, 2019
November 10, 2019

SELECT BOARD

Alison S. Manugian, Chair

Joshua A. Degen, Vice Chair

John F. Reilly, Clerk

John R. Giger, Member

Rebecca H. Pine, Member

Mark W. Haddad, Town Manager

Michael Bouchard, Town Clerk

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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
309 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

ATTORNEY GENERAL

Maura Healy
1 Ashburton Place, 20th Floor
Boston, MA 02108-1518
Consumer Hotline (617) 727-8400
(617) 727-2200
ago@state.ma.us

DISTRICT ATTORNEY MIDDLESEX COUNTY

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

SECRETARY OF STATE

William F. Galvin
1 Ashburton Place, 17th Floor
Boston, MA 02108
(617) 727-7030
sec@state.ma.us

SENATOR IN GENERAL COURT

Edward Kennedy
First Middlesex District
24 Beacon Street, Room 513
Boston, MA 02133
(617) 722-1630
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

REGISTER OF DEEDS

Middlesex South Registry
Maria Curtatone
208 Cambridge Street, PO Box 68
Cambridge, MA 02141
(617) 679-6300
middlesexsouth@sec.state.ma.us

REGISTER OF PROBATE

Tara Melo, Register
Middlesex Probate and Family Court
208 Cambridge Street
East Cambridge, MA 02141
(617) 768-5800
middlesexprobate@jud.state.ma.us

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

Garrett Boles	2020
Jenifer Evans	2021
Donald Black	2022

ELECTRIC LIGHT COMMISSIONERS

Bruce Easom	2020
Kevin J. Lindemer	2021
Rodney R. Hersh	2022

GDRSD SCHOOL COMMITTEE

Peter Cronin	2020
Jeffrey Kubick	2020
Fay Raynor	2021
Brian LeBlanc	2021
Marlena Gilbert	2012

HEALTH, BOARD OF

Jason Weber	2020
Susan H. Horowitz	2021
Robert Fleischer	2022

HOUSING AUTHORITY

Ellen G. Todd	2020
Brooks T. Lyman**	2022
Deidre Slavin-Mitchell	2023
Leslie Colt	DHCD-Temporary
Daniel C. Emerson	State appt'd
Vacancy	

MODERATOR

Jason Kauppi	2021
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PARK COMMISSIONERS

Don Black	2020
Timothy Siok	2020
Anna Eliot	2021
Kenneth Bushnell	2022
Jon Strauss*	
Vacancy	

PLANNING BOARD

Scott O. Wilson	2020
David Bonnett	2020
Lorayne Black	2020
Annika Nilsson-Ripps	2020
Timothy Svarczkopf	2021
Russell Burke	2021
George E. Barringer, Jr.	2022
Gus Widmayer; Carolyn A. Perkins*	

SELECT BOARD

Alison S. Manugian	2020
Rebecca H. Pine	2020
John R. Giger	2021
Joshua A. Degen	2022
John F. Reilly	2022

SEWER COMMISSIONERS

Thomas Orcutt	2020
Michael Bouchard	2021
James L. Gmeiner	2022

TOWN CLERK

Michael Bouchard	2021
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TRUST FUNDS, COMMISSIONERS OF

Martha Mclure	2020
Joseph E. Twomey	2021
Rachael Mead	2022

TRUSTEES OF PUBLIC LIBRARY

Marilyn Dabritz	2020
David Zeiler	2020
Kristen Von Campe	2021
Jane R. Allen	2021
Mark Gerath	2022
Nancy Wilder	2022

WATER COMMISSIONERS

James L. Gmeiner	2020
John J. McCaffrey	2021
Greg R. Fishbone	2022

*Resigned

** Deceased

OFFICIALS APPOINTED BY THE SELECT BOARD

TOWN MANAGER
Mark W. Haddad 2022

TOWN COUNSEL
Brooks & DeRensis 2020

POLICE CHIEF
Michael F. Luth 2021

FIRE CHIEF
Steele McCurdy 2023

OFFICIALS APPOINTED BY THE TOWN MANAGER

ADA COORDINATOR
Michelle Collette 2020

ANIMAL CONTROL OFFICER
R. Thomas Delaney, Jr. 2020
George Moore 2020

ANIMAL INSPECTOR
George Moore 2020

BUILDING COMMISSIONER
Edward Cataldo 2020

BUILDING INSPECTOR
Daniel Britko 2020

COMMUNICATIONS OFFICERS
Sarah E. Power 2020
Warren Gibson 2020
Jonathan Shattuck 2020
Catherine Myers 2020
Samuel Welch 2020
Christopher Cotter 2020
John Weix 2020
Edward J. Bushnoe (Part time) 2020
Michael MacGregor (Relief) 2020
Leah Pierce (Relief) 2020

CONSERVATION ADMINISTRATOR
Nikolis Gualco 2020

CONSTABLES
Frederick Correia 2020
George Rider 2021
Brian O. Downes 2022
George Moore 2022

COUNCIL ON AGING DIRECTOR
Kathy Shelp 2020

**COUNTRY CLUB GM / HEAD GOLF
PROFESSIONAL**
Shawn Campbell 2020

DATABASE COORDINATOR
April Moulton 2020

DOG OFFICER
George Moore 2020
R. Thomas Delaney, Jr. 2020

EARTH REMOVAL INSPECTOR
Michelle Collette 2020

ELECTION WORKERS
Judith Anderson 2020
Alicia Black 2020
Carrie Bolton 2020
Audrey Bryce 2020
Marvin Caldwell 2020
Gail Chalmers 2020
Carole Clark 2020
Michelle Collette 2020
Anthony Corsetti 2020
Irene Corsetti 2020
Joan Croteau 2020
Peter Cunningham 2020
Carol Daigle 2020
Charlene Dapolito 2020
Dorothy Davis 2020
Janis Discipio 2020
Michael Discipio 2020
Daniel Emerson 2020
Alberta Erickson 2020
George Faircloth 2020
Maureen Faircloth 2020
Norma Garvin** 2020

*Resigned
** Deceased

Louise Gaskins	2020
Judy Giger	2020
Joan Guimond	2020
Wendy Jones	2020
Michael LaTerz	2020
Stephen Legge	2020
Lorraine Leonard**	2020
Cindy Martell	2020
Paula Martin	2020
Richard Marton	2020
Abbe Miller	2020
Emily Navetta	2020
Lisa O'Neil	2020
Edward Perkins	2020
Donna Piche	2020
Robert Piche	2020
Nancy Pierce	2020
Katrina Posner	2020
Arthur Prest	2020
Nathaniel Ranney	2020
Virginia Reinap	2020
Gina Ryan	2020
Suzanne Sanders	2020
Harold Sanford	2020
Connie Sartini	2020
Stuart Schulman	2020
Stuart Shuman	2020
Fran Stanley	2020
Arestothea Staub	2020
Alberta Steed	2020
Rena Swezey	2020
Janet Thompson	2020
Ramona Tolles	2020
Jeffrey Upton	2020
Richard Van Doren	2020
Bronwen Wallens	2020
Ann Walsh	2020
Margaret Wheatley	2020
Alexander Woodle	2020

ELECTRICAL INSPECTOR

Edward Doucette	2020
John Dee III (Alternate)	2020

EXECUTIVE ASSISTANT TO THE TOWN MANAGER

Dawn Dunbar	2020
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FENCE VIEWER

George Moore	2020
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FIELD DRIVER

George Moore	2020
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GRAVES REGISTRATION OFFICER

Deborah Beal Normandin	2020
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HARBOR MASTER

Michael F. Luth	2020
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HAZ-MAT COORDINATOR

Steele McCurdy	2020
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HEALTH INSURANCE PORTABILITY & ACCOUNTIBILITY OFFICER

Melisa Doig	2020
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HUMAN RESOURCES DIRECTOR

Melisa Doig	2020
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IT DIRECTOR

Michael Chiasson	2020
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KEEPER OF THE TOWN CLOCK

Paul Matisse	2020
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LAND USE DIRECTOR

TOWN PLANNER

Takashi Tada	2020
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LOCAL LICENSING AGENT

Michael F. Luth	2020
James Cullen	2020

MEASURER OF WOOD AND BARK

Evan C. Owen	2020
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MOTH SUPERINTENDENT

R. Thomas Delaney, Jr.	2020
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NIMS COORDINATOR

Michael F. Luth	2020
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PARKING CLERK

Dawn Dunbar	2020
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*Resigned

** Deceased

PLUMBING AND GAS INSPECTOR

Norm Card	2020
John Templeton (Alternate)	2020

PRINCIPAL ASSESSOR

Jonathan Greeno	2021
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POLICE DEPARTMENT**Deputy Chief**

James Cullen	2020
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Matrons

Bernadette Georges	2020
Catherine Myers	2020
Kathleen Newell	2020
Sarah E. Power	2020

Officers

Matthew Beal	2020
Nicholas Beltz	2020
Robert Breault	2020
Peter Breslin	2020
Gordon Candow	2020
Paul Connell	2020
Omar Conner	2020
Andrew Davis	2020
Derrick Gemos	2020
Kevin Henehan	2020
Michael Lynn	2020
Rachel Mead	2020
Dale Rose	2020
Edward P. Sheridan	2020
Gregory Steward	2020
Patrick Timmins	2020
Peter Violette	2020

Reserve Officers

Matthew Boivin	2020
Frank Mastrangelo	2020
Kathleen Newell	2020
Casey O'Connor	2020
Michael Ratte	2020
Jonathan Shattuck	2020
Steven Tully	2020

PUBLIC WORKS DIRECTOR

R. Thomas Delaney, Jr.	2020
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ROAD KILL OFFICER

R. Thomas Delaney, Jr.	2020
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SEALER WEIGHTS & MEASURES

Eric Aaltonen	2020
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SURVEYOR OF WOOD/LUMBER

R. Thomas Delaney, Jr.	2020
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TOWN ACCOUNTANT

Patricia Dufresne	2021
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TOWN DIARIST

M. Constance Sartini	2020
Robert L. Collins	2020

TREASURER/COLLECTOR

Michael Hartnett	2021
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TREE WARDEN

R. Thomas Delaney, Jr.	2020
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VETERANS' SERVICE OFFICER

Robert C. Johnson	2020
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WATER SUPERINTENDENT

Thomas Orcutt	2020
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**BOARDS, COMMITTEES &
COMMISSIONS APPOINTED
BY THE SELECT BOARD**

AFFORDABLE HOUSING TRUST FUND

Sheila Julien	2020
David Wilder	2020
Colleen Neff	2021
Stuart M. Schulman	2021
Becky Pine	2021

BOARD OF REGISTRARS

Michael Bouchard – Town Clerk	
Jane Fry	2020
Paul Martell	2021
Sally Hensley	2022

*Resigned

** Deceased

CAPITAL PLANNING ADVISORY COMMITTEE

Scott Haggerty	2020
Don Koski	2020
Stephen Lane	2020
David Manugian	2020
Michael O'Rourke	2020

COMMEMORATIONS & CELEBRATIONS COMMITTEE

Donald Black	2020
Michael F. Luth	2020
Steele McCurdy	2020
Robert Johnson	2020
Vacancy	

COMMUNITY PRESERVATION COMMITTEE

Timothy Svarczkopf (Planning)	2020
Anna Eliot (Parks)	2020
Daniel Emerson (Housing Auth.)	2021
Robert DeGroot (Historical)	2021
Carolyn Perkins (BOS)	2021
Richard Hewitt (BOS)	2021
Bruce Easom (Conservation)	2022
Brooks Lyman**	

COMPLETE STREETS COMMITTEE

George Barringer	2020
Michelle Collette	2020
Peter Cunningham	2020
R. Thomas Delaney Jr.	2020
Stephen Legge	2020
Kristen Von Campe	2020
2 Vacancies	

CONSERVATION COMMISSION

Bruce H. Easom	2020
Olin Lathrop	2020
Marshall E. Giguere	2021
Jon Smigelski	2021
Eileen McHugh	2022
Peter A. Morrison	2022
Larry Hurley	2022

COUNCIL ON AGING

Gail Chalmers	2020
Peter Cunningham	2020
Ellen Baxendale	2020

Sheila Nash	2021
Paula Martin	2021
Richard Marton	2021
Jean Sheedy	2022
Helen Sienkiewicz	2022
Mihran Keoseian	2022
Norma Garvin**	

FINANCE COMMITTEE

Scott Whitefield	2020
Mary Linskey	2020
Gary Green	2021
Colby Doody	2021
Norman "Bud" Robertson	2021
David Manugian	2022
Arthur Prest	2022
Lorraine Leonard**	

HOUSING PARTNERSHIP

Michelle Collette	2020
Peter S. Cunningham	2020
Carolyn A. Perkins	2020
2 Vacancies	

INVASIVE SPECIES COMMITTEE

Jonathan Basch	2020
Brian Bettencourt	2020
Adam Burnett	2020
Richard Hewitt	2020
Olin Lathrop	2020

LOCAL CULTURAL COUNCIL

David Zeiler	2020
Christine Brooks	2021
Ray Ciemny	2021
Jenny Cooper	2021
John Wiesner	2021
Cynthia Thompson	2023
Gretchen Hummon	2024
Kim Henry	2025

LOWELL REGIONAL TRANSIT AUTHORITY

George Rider	2020
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MBTA ADVISORY BOARD

John Reilly	2020
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*Resigned

** Deceased

**MONTACHUSETT JOINT
TRANSPORTATION COMMITTEE**

Russell Burke (PB)	2020
Joshua A. Degen	2020

**MONTACHUSETT REGIONAL
PLANNING COMMITTEE**

Russell Burke	2020
Mark W. Haddad	2020

**NASHOBA VALLEY REGIONAL
TECHNICAL SCHOOL COMMITTEE**

Robert Flynn	2022
Patricia Madigan	2022

PERSONNEL BOARD

Mary Livingston	2021
Norman "Bud" Robertson	2022
Vacancy	

SARGISSON BEACH COMMITTEE

Joshua Degen	2020
Lynda Moore	2021
Larry Hurley (Cons Com Rep)	2021
Cheney Harper	2022

SCHOLARSHIP COMMITTEE

Kate Dennison	2020
Alberta Erickson	2021
Jeannie Erickson	2021
Brian LeBlanc	2022
Geoffrey Kromer	2022
Erica McConnell	2022
Vacancy	

SUSTAINABILITY COMMISSION

Carl Canner	2020
Bruce Easom	2020
Marina Khabituyeva	2020
Alison Peterson	2020
5 Vacancies	

ZONING BOARD OF APPEALS

Cynthia A. Maxwell	2020
Stuart Schulman	2020
Mark E. Mulligan	2021
Jay Prager	2022
Bruce Easom	2022
Daniel McLaughlin (Alternate)	2020

Jenepher Spencer (Alternate)	2020
Chair Sweeney (Alternate)	2020
Vacancy (Alternate)	

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

John Smigelski	2020
Shelly Sullivan	2020
Jessica MacGregor	2021
Sally Smith	2022
George Moore	2022

BOARD OF SURVEY

Edward Cataldo – Bldg. Insp.	2020
Steele McCurdy – Fire Chief	2020
Evan C. Owen	2020

CABLE ADVISORY COMMITTEE

Neil Colicchio	2020
Eric Fisher	2020
John Macleod	2020
Robert Piche	2020
Janet Sheffield	2020

COMMISSION ON ACCESSIBILITY

Robert Fleischer	2020
Jane Fry	2020
Lynne Pistorino	2020
Thomas Pistorino	2020
Mark Shack	2020
Alan Taylor	2020
Carol Ann Sutton	2020

**COMMUNITY EMERGENCY
RESPONSE COORDINATOR**

R. Thomas Delaney, Jr.	2020
Steele McCurdy	2020
Michael F. Luth	2020
William Shute	2020

CONDUCTORLAB COMMITTEE

Michelle Collette	2020
Mark Deuger	2020

*Resigned
** Deceased

Robert Hanninen	2020
Susan Horowitz	2020
Stuart M. Schulman	2020

EARTH REMOVAL STORMWATER ADVISORY COMMITTEE

Ray Capes	2020
R. Thomas Delaney, Jr.	2020
Robert Hanninen	2020
Edward A. Perkins	2020
Eileen McHugh	2020

EMERGENCY MANAGEMENT

Pat Arel	2020
Stephen Byrne	2020
Peter Cunningham	2020
Francis Cusak	2020
Daniel Daigheault	2020
R. Thomas Delaney, Jr.	2020
Edward Doucette	2020
Heather Emslie	2020
Norma Garvin**	2020
Mark Haddad	2020
Penny Hommeyer	2020
Susan Horowitz	2020
Holly Jarek	2020
Leroy Johnson	2020
Robert Johnson	2020
Kevin Kelly	2020
Stephen Legge	2020
Catherine Lincoln	2020
Michael F. Luth	2020
Frank Mastrangelo	2020
Mark Miller	2020
George Moore	2020
Stephen Moulton	2020
Steele McCurdy	2020
Alvin Neff	2020
Kathy Newell	2020
Thomas Orcutt	2020
Christine Packard	2020
Benjamin Podsiadlo	2020
Kathy Puff	2020
Karen Reif	2020
Connie Sartini	2020
Kathy Shelp	2020
William Shute	2020
Bill VanSchwalkwyk	2020

GREAT POND ADVISORY COMMITTEE

Marshall Giguere	2020
Susan H. Horowitz	2020
Remigiusz Kaleta	2020
James Luening	2020
Arthur Prest	2020
George Wheatley	2020
Alexander Woodle	2020
Francoise D. Forbes**	
2 Vacancies	

GREENWAY COMMITTEE

Adam Burnett	2020
Carol Coutrier	2020
Carole Greenfield	2020
David Pitkin	2020
Marina Khabituyeva	2020

HIGHWAY DEPARTMENT BUILDING COMMITTEE

John Amaral	2020
Michael Bouchard	2020
John Giger	2020
David Manugian	2020
Lynwood V. Prest	2020

HISTORICAL COMMISSION

Paul Keen	2020
Allen King	2020
Michael LaTerz, II	2021
George Wheatley	2022
Michael Danti	2022
Robert G. DeGroot	2022
Vacancy	

HISTORIC DISTRICTS COMMISSION

Maureen C. Giattino	2020
George Wheatley	2020
Elena Beleno Carney	2020
Peter Benedict	2021
Elaine Chamberlain	2021
Laura R. Moore	2021
Greg Premru	2022

INSURANCE ADVISORY COMMITTEE

Michelle Collette	2020
George Brackett	2020
Gordon Candow	2020
Kathy Shelp	2020

*Resigned
** Deceased

Barbara Cronin	2020
Melisa Doig	2020
Derrick Gemos	2020
Warren Gibson	2020
Hannah Moller	2020
Paul McBrearty	2020
Rena Swezey	2020

LOCAL EMERGENCY PLANNING COMMITTEE

Bob Colman	2020
R. Thomas Delaney, Jr.	2020
Susan Horowitz	2020
Holly Jarek	2020
Kevin Kelly	2020
Leroy Johnson	2020
Michael F. Luth	2020
Steele McCurdy	2020
George Moore	2020
Thomas Orcutt	2020
Kathy Puff	2020
Kathy Shelp	2020
William Shute	2020

OLD BURYING GROUND COMMISSION

Don Black	2020
Amanda Gavazzi	2020
Eleanor Gavazzi	2020
Debbie Beal Normandin	2020
Vacancy	

RECYCLING COMMITTEE

Tessa David	2020
R. Thomas Delaney, Jr.	2020
Diana Keaney	2020
Jamie E. King	2020
Lynwood V. Prest	2020

REGIONAL EMERGENCY PLANNING COMMITTEE

Michael F. Luth	2020
Steele McCurdy	2020
William Shute	2020

SENIOR CENTER BUILDING COMMITTEE

John Amaral	2020
Michelle Collette	2020
Peter Cunningham	2020

George Faircloth	2020
Gary Green	2020
Mihran Keoseian	2020
Annika Nilsson-Ripps	2020

SIGN COMMITTEE

Joshua A Degen	2020
Mark W.Haddad	2020
Carolyn Perkins	2020

TOWN FOREST COMMITTEE

Stephen Babin	2020
Carter Branigan	2021
John Sheedy	2022

TRAILS COMMITTEE

Kevin Barrett	2020
Laura DeGroot	2020
John Ellenberger	2020
Paul Funch	2020
Olin Lathrop	2020
Stephen Legge	2020
Wanfang Murray	2020
James Peregoy	2020
Jason Remillard	2020
Paul Riley	2020
Robert Ordemann	2020

WEED HARVESTER COMMITTEE

Gerrett Durling	2020
Erich Garger	2020
Bradley D. Harper	2020
James Luening	2020
William Strickland	2020
2 Vacancies	

WILLIAMS BARN COMMITTEE

Lori Brackett	2020
Bruce Easom	2020
Robert Kniffen	2020
Kathy Stone	2020
Joseph Twomey	2020
Sandra Tobies	2020
Alfred L. Wyatt	2020
Leo R. Wyatt	2020
1 Vacancy	

*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



Photo by Karen Riggert

The Town of Groton continues to be well served by a strong municipal government structure working in conjunction with a tremendous base of invested volunteers. Our community represents diverse groups and interests and we all strive to honor our Town's history while preparing for the future. Discussions are underway in town around climate change and municipal preparedness, housing needs, the future of the Florence Roche Elementary School and the need to align revenue and expenditure in the long term.

Some accomplishments of the past year include:

- Approval of the new Town Charter by the Legislature and Signature of the Governor – This took much persistence and we appreciate those who kept the pressure on for approval. We again express gratitude and appreciation to the Charter Committee that spent so many hours crafting this document that guides our community moving forward.
- The new Groton Center had a ribbon cutting in November to officially open to serve our community, focusing on our senior population. If you have yet to stop by come see this new gem and witness the vitality it houses.
- A new Capital Planning Advisory Committee was created and charged to identify Town owned assets that require ongoing investment to maintain, then to make annual recommendations on capital projects and prioritization into the future.
- A new structure is in place for Firefighter and EMT staffing with changes allow for a Deputy Chief to share management duties and for additional staffing at the fire station, reducing response

time in some situations. While he's known to many already, we officially welcomed Art Cheeks as the new Deputy Chief.

- Town Meeting voters, of which there are never enough, supported a ban on single-use plastic bags that will take effect mid-2020.

Construction continues on a number of projects here in Groton and planning is underway for others. The new Department of Public Works Garage will make operations more efficient and will comply with codes, ensuring safety for employees and others visiting the building. The Library Roof Replacement project was approved by Town Meeting voters and is nearing completion. The historically appropriate slate roof will eliminate leaks and protect the building and contents for years to come. While not a municipal project, Indian Hill Music School's new teaching and performance development is proceeding and is garnering positive comments from folks who have visited the construction site.

In an ongoing attempt to identify new revenues we have applied to become part of the Green Communities Program and are exploring the Municipal Vulnerability Preparedness (MVP) Program. If we are accepted, we will focus on reduced energy use and clean energy programs in our buildings, and complete projects that increase our local resiliency to climate change. These programs and the projects they support allow us to protect ourselves from the impacts of climate change and to control and reduce our own impacts on the planet.

Looking forward we are learning more and planning for construction that will renovate or rebuild the Florence Roche Elementary School, which has served us well since the 1950s. We will also be working to expand treatment of our municipal water supply in response to the detection of manganese in the Whitney Pond Wells.

Let us know your thoughts. Packets with Select Board agenda details are now available in advance and the Town Manager can share your comments to the Board or you can reach out to us as individuals.

“Volunteering is the ultimate exercise in democracy. You vote in elections once a year, but when you volunteer, you vote every day about the kind of community you want to live in.” Anonymous

Respectfully submitted.
Alison Manugian,
Chair – Select Board



BOARD OF ASSESSORS

Jonathan Greeno, Principal Assistant Assessor
Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm
Meetings as Posted
(978) 448-1127 Fax: (978) 448-1115
assessors@townofgroton.org

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

The Assessor's Office completed its interim year certification for FY2020. The Town of Groton's next certification as directed by the Department of Revenue will be by FY2022. Until FY2022, interim year certifications will be completed by the BOA.

Each property in town has a property record card (PRC) on file with all components that make up the valuation of the parcel, such as, land size; building characteristics; condition; quality; etc. The BOA recommends that each taxpayer obtain a copy of their individual PRC to ensure all information is accurate. The PRC's are available for no charge during regular business hours and also can be requested by email (assessors@townofgroton.org). PRC's are also available online, (www.grotonma.gov) 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 FY2020 is \$17.98 per \$1000 of value.

Vision Government Solutions, Inc. (VGSI), as contracted by the BOA has completed the 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 and into 2019. 100% of the town of Groton has been inspected by VGSI. Every parcel with a structure will be measured and the PRC updated for accuracy. This will ensure fair and equitable assessments.

Respectfully submitted,
Garrett Boles, Chair
Jenifer Evans
Donald R. Black

Office of the Assessors' Staff
Jonathan Greeno, Principal Assistant Assessor
Megan Foster, Assistant Assessor

BOARD OF ASSESSORS – cont.

MassDOR - Massachusetts Department of Revenue				
Division of Local Services				
LA4 Comparison Report for FY 2020				
Groton - 115				
Property Type	Description	FY 2019 Mix Use Parcel Count	FY 2019 Parcel Count	FY 2019 Assessed Value
101	Single Family		3,221	1,475,951,250
102	Condominiums		272	68,769,725
MISC 103,109	Miscellaneous Residential		32	13,028,500
104	Two - Family		134	52,331,300
105	Three - Family		12	5,171,700
111-125	Apartment		12	11,423,500
130-32,106	Vacant / Accessory Land		501	31,815,100
200-231	Open Space		0	0
300-393	Commercial		85	56,896,300
400-442	Industrial		15	13,449,700
450-452	Industrial Power Plant		0	0
CH 61 LAND	Forest	6	16	49,510
CH 61A LAND	Agriculture	1	25	568,180
CH 61B LAND	Recreational	0	6	553,010
012-043	Multi-use - Residential		61	23,431,921
012-043	Multi-use - Open Space		0	0
012-043	Multi-use - Commercial		0	9,917,933
012-043	Multi-use - Industrial		0	547,200
501	Individuals / Partnerships / Associations / Trusts / LLC		37	1,599,800
502	Corporations		25	2,932,570
503	Manufacturing		1	60,030
504	Public Utilities		4	9,014,610
505	Centrally Valued Telephone		1	7,565,000
506	Centrally Valued Pipelines		0	0
508	Wireless Telephone		4	1,170,010
550-552	Electric Generating Plant		0	0
EXEMPT VALUE	Exempt Property		570	418,994,700
Total Class 1	TOTAL RESIDENTIAL		4,245	1,681,922,996
Total Class 2	TOTAL OPEN SPACE		0	0
Total Class 3	TOTAL COMMERCIAL		139	67,984,933
Total Class 4	TOTAL INDUSTRIAL		15	13,996,900
Total Class 5	TOTAL PERSONAL PROPERTY		72	22,342,020
Total Taxable	TOTAL REAL & PERSONAL		4,471	1,786,246,849

BOARD OF HEALTH

Sammie Kul, Interdepartmental Assistant

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

Meetings: 1st and 3rd Mondays of the Month

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

health@townofgroton.org

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

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

During the calendar year 2019, the Board of Health reviewed/granted the following permits:

- Subsurface sewage disposal system
 - New permits: 16
 - Upgrade permits: 29
 - Variances: 21
- Well
 - Permits 15
 - Variances 0
- Tobacco control permits 7
- Trash hauler permits 5
- Stable licenses 25

The Board investigated multiple complaints during the year, including several which spanned multiple months. One of these involved concerns for the public health vs. religious freedom in the form of animal sacrifice - a challenging balance to strike. The Board also continued to gather data and/or address emerging issues such as growth in "vaping" by minors, a proposed ban on polystyrene containers, and the recurring topic of mosquito control. 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 2019.

The Board of Health would like to thank Nashoba Associated Boards of Health Director, James Garreff, 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,
Jason Weber, Chair
Susan Horowitz
Robert Fleischer

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

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.

- Maintaining Nashoba's internet web site to provide information for the public. (See nashoba.org)
- Response to health-related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits.
- Response to state mandated changes in regulations requiring more frequent beach sampling through sample collection, submittal for analysis, and follow-up when results were obtained.

We look forward to continuing our work with Groton's Board of Health. Included in highlights of 2019 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 123 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)

88

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

46

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**35**

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**1**

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**56**

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**150**

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**53**

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**60**

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)**26****Septic System Permit Applications (upgrades)****28**

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

Septic System Inspections**54**

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**6**

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

Well Permits**14****Water Quality/Well Consultations****22**

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**11**

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

3,120

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

1,284

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

Rehabilitative Therapy Visit

981

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

30

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

Hospice Volunteer and Spiritual Care Visits

79

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 10 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 8 health promotion/well-being visits in your communities.
- We administered 187 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 169
- Confirmed 131

Communicable Disease Number of Cases

- Anaplasmosis 9
- Babesiosis 1
- Campylobacter 2
- Group B Strep 1
- Hepatitis C 1
- Influenza 115
- Salmonella 1
- Yersiniosis 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	331
Students Participating	212
Referred to Dentist	15

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

TRUST FUND	7/1/18 Balance	6/30/19 Balance	Fiscal Year Disbursements
BARR EYE	\$4,555	\$4,826	\$0
MARIA BELITSKY SCHOLARSHIP	\$20,142	\$22,410	\$750
PETER BERTOZZI SCHOLARSHIP	\$168,619	\$182,484	\$2,834
BLOOD CEMETERY	\$6,101	\$6,317	\$0
BUTLER SCHOOL REUNION	\$15,189	\$16,318	\$0
CHAMPNEY CEMETERY	\$3,907	\$4,068	\$0
DALRYMPLE EYE	\$37,336	\$41,530	\$0
GANSER/VAN HOOGEN	\$86,754	\$97,576	\$1,400
GREEN CHARITY	\$1,033,119	\$1,115,454	\$16,568
GROTON COMMONS	\$16,002	\$17,032	\$0
THOMAS HARTNETT SCHOLARSHIP	\$0	\$20,341	\$500
LAWRENCE LIBRARY	\$71,035	\$75,961	\$0
LECTURE	\$5,453,276	\$5,825,341	\$76,200
LIBRARY BOOK	\$233,468	\$252,345	\$0
JOHN ROBBINS LIBRARY	\$3,747,260	\$3,961,649	\$107,796
JOHN ROBBINS SCHOLARSHIP	\$24,100	\$25,753	\$0
ROBERTSON/ONNERS	\$47,184	\$54,203	\$0
MARY SAWYER	\$7,095	\$7,598	\$0
SHEPLEY CHARITY	\$675,960	\$734,734	\$4,741
SHEPLEY FOUNTAIN	\$6,511	\$6,729	\$100
SPAULDING	\$1,512	\$1,613	\$0
PETER TWOMEY SCHOLARSHIP	\$40,270	\$48,877	\$1,000
WATERS VOCATIONAL EDUCATION	\$6,860,053	\$7,346,065	\$92,833
TOTAL	\$18,559,448	\$19,869,224	\$304,722

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 \$19,869,224 consists of \$16,039,266 which is Non-Expendable and \$3,829,958 is Expendable.

The Trust Fund Commissioners constantly monitor the market and are in communications with our expert financial advisors.

COMMISSIONERS OF TRUST FUNDS – cont.

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 2019 recipient of the Maria Belitsky Scholarship was Aiden Prince.

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. The 2019 recipients of the Peter E. Bertozzi Scholarship were Abigail Harris and Bethany DeGroot and to support the Farmer's Market.

Blood-Bigelow-Shepley-Ames Free Lecture Fund

The Lecture Fund received 81 applications from organizations and groups to provide a variety of lectures, and performances, free to Groton residents. Of those received, 80 requests were granted at the either full or partial funding for a total of \$67,416.

Community Children's Fund

The Community Children's Fund continues to work year-round. Along with the 18 families and 60 children who received aid in December, the Fund continues to provide school supplies, sports and camp programs and after school activities year-round.

Thomas D. Hartnett Scholarship Trust Fund

On June 18, 2019 the Select Board for the Town of Groton accepted the Thomas D. Hartnett Scholarship Trust Fund to be used to honor graduating students who, like Tom, demonstrate the desire to give back to the community through service. The 2019 recipient of the Thomas D. Hartnett Scholarship was Garrett Ready.

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 M. Twomey Memorial Scholarship Trust Fund

The recipients of this Trust Fund are chosen based on their response to the question, "How will you use your special abilities to make a positive contribution to our world?" The 2019 recipients of this award were Evan Cook and Kelsey Beausoleil.

Frank F. Waters Vocational Education Scholarship Trust Fund

Fifteen 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 three adults were granted awards.

Respectfully submitted,
Martha McLure, Commissioner
Rachael Mead, Commissioner
Joseph Twomey, Commissioner

ELECTRIC LIGHT DEPARTMENT

Kevin Kelly, Manager

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

Meeting 2nd Monday 7:30pm

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

commission@grotonelectric.org www.grotonelectric.org



The Groton Electric Light Department is one hundred and ten years old and still going strong. Through solid leadership, loyal employees and a department-wide commitment to our ratepayers and the town we support, we are GELD strong! Our mission is engrained in all that we do: to provide our customers reliable power and excellent customer service at affordable prices.

Below is a summary of our 2019 operations. Our complete report, including audited financial statements, will be available for the annual spring Town Meeting.

Operations

GELD's major capital expenditures for 2019 included updating the battery system at the substation on Lowell Road; continuing our infrastructure improvements by replacing old underground services and continuing aggressive tree trimming. We expected our digger truck to be built in 2019 but that was delayed until spring 2020 by the fabricator. We replaced 161 old poles in 2019, just shy of our goal of 200 due to two unexpected linemen retirements. 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's finances have been very tight for the last 18 months as capacity costs peaked and management made the decision not to increase rates for its customers. GELD was able to cover some of the higher winter energy costs with a \$144,000 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 eighth full year of operation producing power at 30.74% 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 its best capacity since inception of 17.49% for 2019. The wind project in Hancock, Maine produced power at 32.6% of capacity in its third 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 down 3.48% in 2019. There were no changes to our rates, but a Power Cost Adjustment was added as a line item on the bills in January, February, and March 2019 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 2019 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 90.0% & 105.3% higher than Groton Electric respectively.

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

Respectfully submitted,

Kevin P. Kelly, Manager
Rodney R. Hersh, Member

Bruce H. Easom, Chairman
Kevin J. Lindemer, Clerk

GROTON DUNSTABLE REGIONAL SCHOOL DISTRICT

Administrative Offices: 344 Main Street, Groton, MA 01450

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

Dr. Laura Chesson, Superintendent of Schools

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

Groton-Dunstable Regional High School Library

Superintendent's Office

Submitted by Dr. Laura Chesson, Superintendent of Schools

It is with great pride and pleasure that I present the Groton-Dunstable Regional School District's end of year report. Below is a short executive summary of key initiatives, changes, and news in 2019. To learn more about each item, you can access more detailed narrative in the remainder of the report.

Celebrations

- Swallow Union was highlighted as a "School of Recognition" in the state of Massachusetts for "exceeding accountability targets," from 2018-2019. This distinction was given to only 67 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, Section 9: Florence-Roche, and Section 10: Swallow Union.
- The Florence Roche Elementary School Feasibility Study is well underway. Leftfield, LLC was awarded the Owner's Project Manager contract. During the summer of 2019, Leftfield and the district presented the finalists of the architect request for services to the MSBA. Studio G Architects was chosen to be the Architect for the Feasibility Study. A timeline is being developed to bring design options and funding requests to the Town of Groton for a Town Meeting vote in 2020. To learn more about business and operations, see Section 2: Business and Finance.
- With funding backed by a Town Meeting warrant, grants from the E-Rate program and the Commonwealth of Massachusetts, all buildings received upgraded Cat-6 cabling, 10Gb fiber between data closets and outside runs between buildings, new networking switches, wireless access points, and our outdated telephone system was replaced by a Voice over IP (VoIP) phone system, taking advantage of our new network capabilities. For more on technology, see Section 4: Technology and Digital Learning.
- When examining spring 2019 MCAS scores, Groton-Dunstable Regional High School ranked 10th in the state out of 347 public high schools. For more great news about the high school, see Section 7: High School.

Section 1: Curriculum, Instruction, and Assessment

Submitted by Dr. Katie Novak, Assistant Superintendent

2019 Highlights

Swallow Union was highlighted as a "School of Recognition" in the state of Massachusetts for "exceeding accountability targets" and performing within the top 5% of elementary schools in the state.

Overall, our district is moving in a positive direction with increased performance in achievement and accountability. This growth is a testament to system changes that have been made to support the high quality of teaching and learning that happens on a day to day basis.

Data Analysis

Data from the spring 2019 Massachusetts Comprehensive Assessment System (MCAS) test provides evidence that Groton-Dunstable continues to make significant growth toward achievement targets and our students perform competitively with the highest performing districts in the state. Swallow Union was highlighted as a "School of Recognition" in the state of Massachusetts for "exceeding accountability

targets," from 2018-2019. This distinction was given to only 67 out of 1800 schools in the Commonwealth.

When examining the performance of the district, there are two different measures: achievement and accountability. Achievement is how students perform on the MCAS exam. The state looks at student scaled scores on these tests. From 2018 to 2019, these numbers increased in ELA, math, and science when looking at the data for all students.

When comparing high school achievement to all Market Basket districts (see right), or districts who are most similar to Groton-Dunstable in terms of fiscal capacity and student demographics, we had the highest math scores across the board. In some cases, our high needs students (students with disabilities, English learners, and economically disadvantaged students) outperformed the "all students" cohort in our Market Basket districts.

Market Basket Districts

Littleton
Westford
Harvard
Chelmsford
Acton-Box
Lynnfield
North Reading
Westwood
Masconomet
Bedford

Accountability measures look at how well the district is achieving its growth targets set by the state. Accountability measures allow districts to compete against themselves, seeing if they can grow every year. The state sets specific targets for a number of different criteria including achievement, student growth percentiles, attendance, graduation rates, and student access to advanced coursework. In Groton-Dunstable, the overall accountability score was 84% over a two year period, which means that the district hit 84% of the targets set by the state. This is a two year average which weighs our overall accountability score in 2018 and 2019. In 2018, the district met 77% of all accountability targets. In 2019, this increased to 88%. Weighing 2019 60% and 2018, 40%, our overall accountability score is 84%.

When examining detailed data for accountability, our "high needs" subgroup in grades 3-8 declined in math and science, but further analysis showed the decline was isolated to a single cohort - our current sixth grade students in the "high needs" subgroup. When the class of 2026 was in grade 4, the high needs subgroup had an average math scaled score of 501.3. In grade 5, the same subgroup declined to 490.4. This is an area of concern. The middle school will address this decline in ongoing data meetings and has already created an action plan to ensure any student who experienced a decline will receive additional intervention and support.

Overall, our district is moving in a positive direction with increased performance in achievement and accountability. This growth is a testament to system changes that have been made to support the high quality of teaching and learning that happens on a day to day basis. We are so lucky to have the educators we have. For the cohort who experienced a decline, we will continually monitor their progress.

Section 2: Business and Finance Department

Submitted by Sherry Kersey, Director of Business and Finance

2019 Highlights

- The FY19 budget cycle ended favorably
- In 2019, we implemented some operational changes that resulted in significant cost savings of approximately \$400,000
- Health Insurance changed from the GIC to Harvard Pilgrim Health Care
- The Florence-Roche feasibility study is under way
- Worked Collaboratively with Town Manager in Groton and Town Administrator in Dunstable to produce a FY20 budget

The FY19 budget year closed favorably for the district, ending with a surplus of unspent funds of \$144,002 (0.35%) of our total \$40,747,662 budget. These funds will help replenish Excess & Deficiency (E & D) funds that have been appropriated for the Florence Roche Elementary School Feasibility Study of \$750,000 as well as a \$400,000 appropriation that was approved by the school committee and the towns to be used to balance the FY20 operating budget. The Massachusetts School Building Authority (MSBA) has begun reimbursing approximately 48.27% of the monthly expenses of the \$750,000 feasibility study which ultimately returns to E & D. Both of these events are positive movements toward restoring the balance of E & D to the level set as a goal by the school committee.

For the current and future years budgets, we continue to monitor the most significant cost drivers. FY19 marked the last year the school district would manage health insurance through the GIC and moved to Harvard Pilgrim Health Care. Out-of-district tuitions continue to escalate at a rate higher than the overall budget grows annually.

The school district continued to implement changes that were recommended in FY18 during an external operational review. The school district was able to realize the savings of over \$400,000 during FY19 by successfully outsourcing custodial services, relocating the central office to Middle School South and reducing our transportation fleet by 3 buses. The school district also issued a request for services for its food service management. Whitsons Culinary Group was awarded a contract as of July 1, 2019.

The Florence Roche Elementary School Feasibility Study is well underway. Leftfield, LLC was awarded the Owner's Project Manager contract. During the summer of 2019, Leftfield and the district presented the finalists of the architect request for services to the MSBA. Studio G Architects was chosen to be the Architect for the Feasibility Study. A timeline is being developed to be able to bring design options and funding request to the Town of Groton for a Town Meeting vote in 2020.

The district continued to work with the town manager and town administrator from our member towns to produce an FY20 budget that allowed the district to meet our budget guidance and continue to fund our capital needs. In order to balance revenue requirements with academic and operational budgetary requirements, \$400,000 was appropriated from E & D. This should be considered a one time appropriation. A five (5) year budget projection was prepared in order for the member towns to be able to better predict the annual funding request of the school district. We look forward to continued collaboration and leadership from 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 during 2019 including:

- Repaired and resurfaced the High School track
- Replaced the lacrosse scoreboard at the High School
- Purchased an additional truck for maintenance department to increase the number of vehicles we have available for snow removal and day to day needs
- Completed Phase I of a two year project replacing flooring at Middle School South. Phase II will be completed during the summer of 2020.
- Troubleshoot and repair the HVAC system for the Middle School South library.
- Updated the HVAC control system at Middle School North to improve remote management of building temperature.
- Installed LED lighting in the parking lots at the High School and Groton campus.

Section 3: Pupil Personnel Services

Submitted by Jill Greene, Director of Pupil Personnel Services

2019 Highlights

- Ongoing professional development series for special educators to improve consistency of IEP development and expand specialized instructional practices
- Continuing expansion of assessment and instructional materials district wide
- Focusing on the guiding principle of "promoting student independence" by utilizing data based decision making and implementing consistent communication, and documented procedures and processes with accountability systems

The Groton-Dunstable Regional School District provides a constellation of support services for students throughout the district. In addition to supports and services provided in general education environments, 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 continued to increase our continuum of services at the elementary schools and resources for all students PK-12 with multi-tiered academic, behavioral and social-emotional support.

Section 4: Technology & Digital Learning Department

Submitted by Mr. Luke Callahan, M.Ed., Director of Technology & Digital Learning

2019 Highlights

- With funding backed by a Town Meeting warrant, grants from the E-Rate program and the Commonwealth of Massachusetts, all buildings received upgraded Cat-6 cabling, 10Gb fiber between data closets and outside runs between buildings, new networking switches, wireless access points, and our outdated telephone system was replaced by a Voice over IP (VoIP) phone systems.
- The district now supports over 2,200 Google Chromebooks, 350 Apple iPads, 250 faculty devices, and over 100 desktop computers available in computer labs.

At Groton-Dunstable Regional School District, we believe technology is an essential tool that enhances our curriculum and supports the delivery of engaging and effective instruction. In order to provide a technologically infused educational environment, every classroom must be equipped with diverse technologies to support teaching and learning. Technology must be in support of our current proven curriculum and district vision and goals. Using technology must be how students learn, not what they learn.

In order to support these ideals, a five-year Strategic Technology Plan was created under the assistance of faculty, students, and our community. A major goal outlined in our Strategic Technology Plan was the need to maintain and support quality, high-speed technology, and infrastructure system, which is essential to the advancement of digital learning. Without modern infrastructure across our schools, the steps we had already taken towards elevating digital learning and growth would diminish greatly.

The steps detailed in the Strategic Technology Plan surrounding the infrastructure connected to the following themes:

- Increase Internet Bandwidth;
- Continued Support, Maintenance of Network Infrastructure;
- Wireless Access Point Replacement
- Replace Current Telephone Communication System;
- Adopt, Promote Technology Replacement Cycle to Support Curriculum Initiatives.

The Department put the finishing touches on the remaining infrastructure upgrades to the preschool, elementary, middle, and after-school buildings. With funding backed by a Town Meeting warrant, grants from the E-Rate program and the Commonwealth of Massachusetts, all buildings received upgraded Cat-6 cabling, 10Gb fiber between data closets and outside runs between buildings, new networking switches, wireless access points, and our outdated telephone system was replaced by a Voice over IP (VoIP) phone systems, taking advantage of our new network abilities.

In addition, without a strong infrastructure backbone, the Department of Technology & Digital Learning wouldn't be able to support the growing demand on Internet connectivity from over 2,200 Google Chromebooks, 350 Apple iPads, 250 faculty devices, and over 100 desktop computers available in computer labs. Each day, thousands of devices connect to our network to make the best use of digital tools that are in support of our rigorous, technology-infused curriculum. With access to a strong network and updated technology tools, student-centered learning, as well as technology-enhanced learning, can be offered by our faculty. Also important to mention is the addition of wall-mounted, ultrashort-throw projectors in all of our classrooms. Projectors have been installed at the Boutwell Early Childhood Center all the way up to our high school classrooms, providing faculty with a great way to share information contained in lessons.

Section 5: Human Resources

Submitted by Justin Williams, Director of Human Resources

2019 Highlights

- 2019 saw changes in our administrative team
- Nine (9) district employees retired

New administrative hires in 2019 included Director of Business and Finance, Sherry Kersey; Director of Building and Grounds, Ed Sablock; Athletic Director, Matt Ricard and Middle School Special Education Team Chair, Colleen Micavich. The district also added an additional position to the IT department. In addition to new members of the administrative team, we welcomed a number of staff members to fill available vacancies. We also saw the retirement of nine (9) district employees many of which had been with the district for over 25 years.

Section 6: Extended Day and Community Services

Submitted by Ms. Stasia Twomey, Director

2019 Highlights

- Introduced new registration process, giving priority to current families
- Continued collaboration with Groton Senior Center
- Updated and repaired the gymnasium
- Installed new interior and exterior lighting and security cameras

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 Camp during the month of August and school vacation weeks.

Community Education continues to offer residents in our area fun and informative adult classes ranging from pilates to Microsoft Excel and a variety of hands on courses. At Swallow Union, Community Education was very proud to sponsor 4th grade students in Willy Wonka Jr. More than forty 4th grade

students rehearsed several times a week to bring this play to family, friends and the community. This year we continued to grow our partnership with the Groton Senior Center offering free pickle ball and walking programs for seniors and our community throughout the week. In addition to these partnerships, we continue to offer several new classes for middle school and elementary students including Kung Fu, Ukulele and Open Art! These along with old favorites like flag football, Minecraft 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!

Section 7: Groton-Dunstable Regional High School

Submitted by Mr. Michael Woodlock, Principal

2019 Highlights

- 97% of our Graduating Seniors went on to a post-secondary academic opportunity. 85% of the class of 2019 went to a four year college/university, 12% to a two-year college/university, 2% went on to employment, and 1% enlisted in our nation's armed services.
- We have made it a priority this year to closely examine the make-up of our classes and programs to see if the populations in those classes are similar to the population of our school in general. We have found that there are areas in our school which lack proportionality and that is an area of focus moving forward.
- We had 361 Advanced Placement (AP) Tests taken. 82% of the tests taken earned a three or better which is the standard to receive college credit. 29% scored a 5 which is the highest score possible.
- We welcomed a new member to our administrative staff this year. Mr. Matthew Ricard joined our community as the Athletic Director for the high school and middle school. Mr. Ricard comes to us with decades of experience in education in both teaching and administrative roles.



Groton-Dunstable Regional High School continues to achieve academic results consistent with the best high schools in the state. For the 2019 school year, Groton-Dunstable Regional High School ranked 10th in the state out of 347 public high schools based on the results of the MCAS English Language Arts and Mathematics testing. GDRHS remained among the best in other forms of testing as well, maintaining scores above state and national averages in Advanced Placement, ACT and SAT scores. We do not strive to simply be ranked highly by standardized test scores however. At GDRHS our students are actively involved in many things above and beyond academics with high participation rates in Athletics and co-curricular activities including music, art, theater, robotics, mock trial, and math team to name only a few. With over 50 active clubs and organizations, many of which are community and service based, GDRHS students are definitely working towards one of our core values... balance.

The staff at GDRHS continues to fine tune inclusive practices in order to meet the needs of all of our students. In 2019 we began a pilot course in grade 9. Open Honors English 9 is a new course in which students do not commit to a level of Honors or College Prep. Students in the class self-select the level

they wish to pursue based on their own experience and goal setting during the class. Regardless of what level they choose to take, all students learn together in one classroom. Other disciplines in the school have adopted similar options in some classes including History, Tech & Engineering, and some arts courses. Based on the results of this course, we will consider whether or not to continue this opportunity or possibly expand it to other grade levels and subject areas.

Experiential learning opportunities in the form of travel continue to be offered through the efforts of staff at the high school. Service based experiences for students have been popular including volunteer opportunities at Give Kids the World Village in Kissimmee, FL and Camp Sunshine in Casco, ME. Students also participated in travel experiences to England, Spain and an exchange experience in Pfungstadt, Germany. More amazing experiences are being planned for the upcoming year.

Section 8: Groton-Dunstable Regional Middle School

Submitted by Ms. Kathi McCColumn, Principal

2019 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 Stemsscopes 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.

Section 9: Florence Roche Elementary School

Submitted by Mr. Brian O'Donoghue, Principal

2019 Highlights

- We expanded our professional development to focus on supporting social and emotional learning throughout our school day
- Personalized professional development plans for teachers are directly connected to their professional practice goals and provide for choice in their own learning
- Implementation of the phonics Units of Study curriculum program in grades K-2
- An update to our previous half-day kindergarten program
- Set a plan for teachers to have time and a structure for reviewing student progress data

During the 2019 school year, we continued our work with social and emotional learning. Teachers worked with 2 different consultants during their Friday professional afternoons over the year. One focus was relationship building and creating classroom communities that are inclusive for all students. We had another consultant provide a workshop training on how to support specific students who are experiencing social and emotional challenges that are impeding success.

Teachers developed personalized learning plans through a process of self-assessment and reflection. These plans are connected to their professional practice goals that all educators are required to create as a part of the evaluation model. Teachers creatively use some of their Friday professional afternoons to

research, collaborate with colleagues in the building as well as in the district. Additionally, there are teachers who have coordinated alternative site visits to broaden this experience.

We are currently using the Lucy Calkins Units of Study program for both of our reading and writing workshop models in grades K-4. This year, teachers in grades K-2 began the implementation of the phonics Units of Study program. This program fits with our current literacy instruction. We are excited to have a consistent word study program in our primary grade classrooms and expect to see positive results with our student performance over the next few years.

Our kindergarten model was revised this year. We now have 5 full-day kindergarten classrooms with half-day students integrated in each of these classrooms. The previous model was a single half-day classroom with morning and afternoon sessions. Half-day students transition home just before the full-day students have recess and lunch. This model provides for a full-day opportunity for anyone interested while maintaining a half-day option for those feeling this is the best fit for their child.

We are working toward the District goal of establishing a "data culture" at Florence Roche. Teachers spend time in grade levels each month to review current student performance data and plan for their instruction and intervention. Additionally, we review data from standardized assessments at regular intervals throughout the year to make decisions about curriculum and instruction.

Our School Improvement Plan goals are aligned with the District's overarching goals. This year, we are focusing on community engagement. This has been an ongoing topic of discussion during our school council meetings. We are planning another Family Literacy Night to bring families in to school. We are also reviewing our volunteer opportunities in an effort to increase community engagement.

Section 10: Swallow Union Elementary School

Submitted by Mr. Peter Myerson, Principal

2019 Highlights

- Swallow Union was highlighted as a "School of Recognition" in the state of Massachusetts for "exceeding accountability targets," from 2018-2019. This distinction was given to only 67 out of 1800 schools in the Commonwealth. This is the second year in a row that we have been recognized by the state for our high achievement on the MCAS.

During this year, we have continued to strengthen our daily WIN Block (What I Need). This time during the school day has been instrumental in assisting our students who need the extra instruction to grasp important grade level skills. We have also made it a priority this year to promote and analyze our student data on more of a regular basis. Once a month our grade levels work together to review their students' data and devise strategies that will enhance their instruction. Working together has given them the opportunity to gather different viewpoints and teaching strategies to meet our diverse learners.

This was also a busy year for curriculum adoption and expansion. We added two new programs that will enhance our ELA and Science curriculum. We implemented The Lucy Calkins Phonics Program for Grades K,1,2. In addition, our 3rd and 4th grades will be focused on utilizing Mystery Science to carry out our Science curriculum.

Currently, we have a School Improvement Plan that aligns with our district's overarching goals. We will continue to focus on: Community Outreach, Student Performance, and Resources, Infrastructure, and Educational Environment. We monitor these goals and develop action plans with the support from our staff and School Council.

Section 11: Boutwell Early Childhood Center

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

2019 Highlights

- Began assessing all students across domains using the Profile of Preschool Learning and Development Readiness (Pro-LADR)
- Staff participated in ongoing professional development with consultant, Allan Blume, to improve consistency of IEP development.

In 2019, Boutwell continued to expand on implementation of the Pyramid Model, which provides preschool staff members with the tools to create supportive, culturally responsive environments. The Pyramid Model is a multi-tiered PBIS framework that uses systems-thinking and implementation science to promote evidence-based practices. A Pyramid Model coach has worked with teachers to enhance fidelity in their use of teaching practices. The PBIS Leadership team, which includes teachers, paraprofessionals and related service providers, reviewed program areas of strength and need, and began the revision process to create new Program Wide Expectations.

Boutwell teachers began assessing all students with the Profile of Preschool Learning & Developmental Readiness (ProLADR). The ProLADR is a multi-domain tool to help educators measure growth and developmental needs, and includes Social/Emotional areas of development. The data is used to inform instruction, monitor student progress and guide professional development needs. ProLADR will be administered in the fall, winter and spring, and results will be incorporated into student progress reports provided to all families twice per school year



GROTON PUBLIC LIBRARY

Vanessa Abraham, Director

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

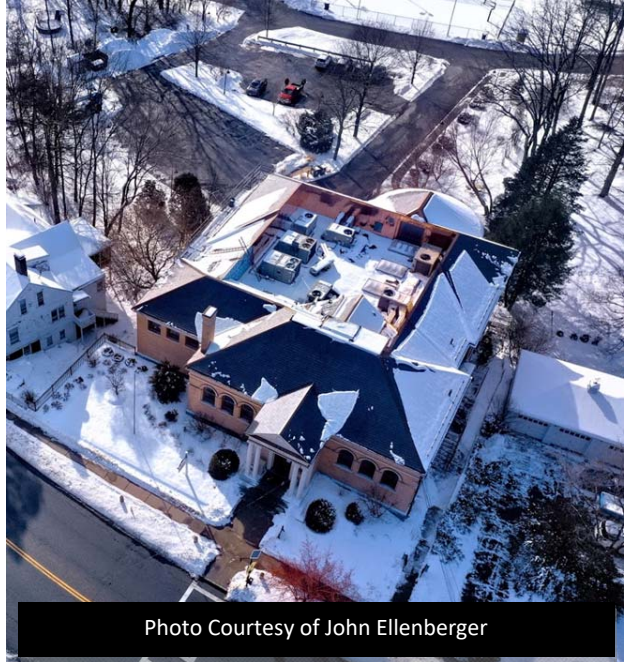
Trustees Meeting Held Monthly on the 2nd Tuesday at 7 pm • gpl.org •

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

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.

Roof. The Town of Groton voted overwhelmingly to support and fund a new library roof, supplemented by a generous Community Preservation Act grant for the preservation and rehabilitation of the historic 1893 roof. The newly completed roof in Jan. 2020 is a testament to the quality of the design, installation, and oversight of this project using time-tested materials (slate, copper) to create a 100+ year roof life expectancy for this historic and expanded library, one of the most beautiful buildings in Groton.

Carpet. New carpeting was installed in May, which required the closing of the second and third floors of the library for three weeks, as all collections, furniture, and shelving had to be removed, stored, then reinstalled. Our can-do and creative staff worked together to offer a surprising number of library services to adults and teens from the very limited space of the first-floor lobby and community room.



Space Redesign. The second-floor circulation and adult browsing area was redesigned to open views to the windows, to be more welcoming and inviting, and to facilitate easier browsing of popular materials - one of the topmost requested improvements from our 2015 town-wide survey. The Circulation Desk was reduced (right-sized) and now a beautiful new book display greets patrons as they enter the floor. We are grateful to the Town Trust Commissioners and the GPL Endowment Trust for funding this work.

Use. Despite months of disruption from these three major construction projects, GPL remained open regular hours throughout and welcomed 99,150 visitors through our doors. Library users connected to wireless internet 17,260 times, booked the meeting and study rooms 1,714 times for personal or group use, and searched our databases 14,843 times. Staff answered 6,235 questions on everything from genealogy research to a good mystery recommendation to writing a resume to homework help.

Collections. Patrons borrowed 167,539 physical items and 21,642 digital books, audiobooks, music, magazines, videos, and graphic novels. Collection access in OverDrive was greatly expanded when MVLC joined other Massachusetts Library Networks in a Reciprocal Lending Agreement of digital titles.

Programs. Programs continue to be phenomenally successful, with 10,298 people attending 663 library programs. The Annual Groton Reads event celebrated *The Storied Life of A. J. Fikry* by Gabrielle Charbonnet with many programs, but the biggest event of the year was the Summer Reading Fan Fest Kick-Off in June, which led to 1,133 kids, teens, and adults participating in the Summer Reading Program.

Respectfully submitted,

Board of Trustees of the Groton Public Library: Chair: Marilyn (Mimi) Dabritz. Vice-Chair: Kristen von Campe. Secretary: Mark Gerath. Members: Jane Allen, Nancy Wilder, and David Zeiler.

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

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 2019, 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 would like to remember our dedicated member Brooks Lyman who died on Monday, September 23, 2019 of complications due to congestive heart failure. Mr. Lyman served on the Board of Commissioners for many years. His dedication to affordable and low-income housing in the Town of Groton should be noted by all. He is very much missed at our monthly Board Meetings.

The Groton Housing Authority 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.

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 and illnesses. 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 had been approved by the Department of Housing and Community Development (DHCD) to work on a major upgrade to the property. The first upgrade is on the roof of our elderly/handicapped building. The Authority 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. Our new roof was installed during the summer of 2019 and we are very pleased with our new roof. We continue to reach out to the Department of Housing and Community Development to receive monies to install an

elevator in our building. An elevator would make it much easier for our seniors to be able to age in place without having to uproot themselves to move again when they can not longer go up and down the stairs.

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, Chair
Ellen Todd, Vice Chairman
Daniel Emerson, Treasurer
Leslie Colt, Asst. Treasurer



Stone Wall on Throne Hill
Photo courtesy of Kiirga Paananen

PARK COMMISSION

Kara Cruikshank, Land Use Administrative Assistant
Meetings 1st Tuesday of the Month, Town Hall, 173 Main Street
(978) 448-1109; parks@townofgroton.org

The Park Commission continues to maintain the parks, commons, and playing fields under its jurisdiction on behalf of the public. 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, Hanson Family Memorial, Town Field Basketball Court, Cutler Field Playground, Hazel Grove Park/Groton Fairgrounds, the Old Burying Ground cemetery, the Smith Social Pavilion, and various Town commons.



Photo Courtesy of Park Commission

In 2019, the Commission met with residents, field user groups, and other Town boards and committees in order to provide good stewardship and to coordinate community use of its properties. The Park Commission continues to support certain annual events that are traditionally held on its properties including the Christmas tree bonfire, Grotonfest and the July 4 fireworks.

The Park Commission partnered with the Groton School whose students donated labor and enthusiasm as a part of their Community Days of Service. The Park Commission is grateful for the Groton School's support of its properties. Commissioner Anna Eliot represents the Park Commission on the Community Preservation Committee. Commissioner Donald Black tends the Park Commission's flags. In this role, he refreshes flags flown at numerous locations. As directed by the Governor or Select Board, he lowers the flag at Firemen's Common to commemorate noteworthy events and the service of individuals.

The Park Commission extends its thanks to the many groups and individuals who volunteer their time and efforts to the Town's parks, playgrounds, and commons. The Park Commission would like to recognize the Boy and Girl Scouts and various team leaders who donate their time to help maintain our fields. The Park Commission thanks the Groton Garden Club for their continuing beautification and tending of several commons and parks. Karen Brackett, for her dedicated care at Veterans Memorial Commons at Hollis Street and Martin Pond Road. As ever, the Park Commission relies upon and greatly appreciates the Department of Public Works' care of its properties.

Respectfully submitted,

Timothy Siok (Chair), 2020
Donald Black, 2020
Kenneth Bushnell, 2022
Anna Eliot, 2021

PLANNING BOARD

Takashi Tada, Land Use Director/Town Planner
Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm
Meeting Every Thursday @ 7:30pm
(978) 448-1105 Fax: (978) 448-1113
planning@townofgroton.org

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

During 2019, the Planning Board reviewed the following applications:

Approval Not Required (ANR) Plans	6
Definitive Subdivision Plans	1
Special Permits	5
Major Site Plan Review	4
Minor Site Plan Review	5
Site Plan Review Modifications	7
Rezoning Petitions	1

The Master Plan Implementation Committee completed its assessment and delivered a report to the Planning Board. The 2019 Spring Town Meeting approved an expansion of the Town Center Overlay District to include Parcel 113-11, and adopted a zoning amendment to create provisions for off-site, off-street parking.

The Planning Board received a state grant from the Climate Change Municipal Vulnerability Preparedness (MVP) program to plan for climate change impacts and to update the Town's hazard mitigation plan. The Housing Production Plan is also being updated through a grant from the Montachusett Regional Planning Commission.

Carolyn Perkins resigned after serving 26 years on the Planning Board. Gus Widmayer also resigned. The Planning Board is grateful for their service and wishes them well. The Board was pleased to welcome two new members, David Bonnett and Lorayne Black.

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,

Russell Burke, Chair
Scott Wilson, Vice Chair
Annika Nilsson Ripps, Clerk
George Barringer, Member

David Bonnett, Member
Lorayne Black, Member
Timothy Svarczkopf, Member
Takashi Tada, Land Use Director/Town Planner

SEWER COMMISSION

Lauren Crory, Business Manager

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

Meeting 1st & 3rd Wednesday 3:00pm

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

sewer@townofgroton.org

The Sewer Commission is pleased to make the following report for the calendar year ending December 31, 2019 to the sewer rate payers and the citizens of the Town of Groton.

Our flows to the Pepperell Treatment Plant continue to be relatively consistent. The Sewer Commission continues to work to reduce Inflow and Infiltration (I & I) of groundwater into the sewer collection system. The I & I study was completed in 2019 and identified areas requiring attention to reduce and/or eliminate groundwater infiltration. The Sewer Commission will look into one additional section of the collection system in the spring of 2020 under a separate analysis. 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 commenced 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 still 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
2019	45,481,469 gallons	or	124,606 avg. gpd

The Sewer Commission has also managed the first full year of the Four Corners Sewer District. This is a separate sewer district that provides sewer collection and treatment for the Four Corners business district and a few private residences in a development behind Shaw's Supermarket. This sewerage is discharged and treated in the Town of Ayer under a separate inter-municipal agreement.

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

Two Annual Town Meetings were held in 2019– Spring (April 29) and Fall (October 21). The budget was the main focus of Spring Town Meeting, which totaled \$39.7m, including funding for Groton’s share of the two regional school districts, and was passed. In addition, the meeting voted to appropriate funding, contingent upon the passage of debt exclusion questions, for the construction of a new Department of Public Works facility and the replacement of the library roof, adopted an increase in the Local Room Occupancy Tax and adopted the Massachusetts “Stretch” Building Code. The Fall Town Meeting took votes on routine budget adjustments, funded a study to develop a stormwater management strategy and passed a ban on the use of single use plastic bags by retail stores in Groton.

Only one election was conducted in 2019: the May 21 Annual Town Election. The Annual Town Election included two Proposition 2 ½ Debt Exclusion Override questions. One question was to fund a new Department of Public Works facility and the other was to fund the replacement of the library roof. Both questions passed.

The office administered the town census to 4674 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. The town census mailing had an approximate 90% response rate. However, many of these responses were submitted later in the year so many voters were still affected with an “inactive” status. In addition, Groton participated in the Federal Census LUCA program, which offers the town a chance to update local information prior to the 2020 Federal Census. The population in Groton as of December 31, 2019 is 10,744, essentially flat compared to 2018. The Town has 8,356 registered voters, a small increase over 2018. 64% 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 and 2018.

In 2019, the office qualified 34 public commissioners, processed two Fuel Assistance applications for non-senior residents, administered the oath of office to all of our appointed and elected officials, performed 478 notarial services, registered 1411 dogs, and processed 900 transactions on behalf of the Department of Public Works. Acting as the Town's Register of Vital Records, the office recorded 63 Births, 84 Deaths and 56 Marriages in 2018. 28 new and 28 renewed “Doing Business As” business registrations were recorded. The Office processed 47 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 and annual audit. The Clerk’s office continues to enjoy using an enhanced web-based meeting posting, a “Doing Business As” Registration and a dog registration programs, and 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 and customer service. Online ordering for dog licenses and vital records continues to be popular.

In 2019, the Clerk’s office processed 3357 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	\$	17,305
Dog License Revenue	\$	16,070
Transfer Station Transactions		\$19,432
Total:		\$52, 807

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 2019. Special thanks go 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 2019, and we look forward to an exciting, busy and productive 2020.

Respectfully submitted,
Michael F. Bouchard, Town Clerk

WATER DEPARTMENT

Thomas D. Orcutt, Water Superintendent

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

Meeting 2nd & 4th Tuesday 7:30pm

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

water@townofgroton.org



The Board of Water Commissioners is pleased to make the following report for the calendar year ending December 31, 2019 to the water rate payers and citizens of the Town of Groton.

Groton's water quality and testing regime continues to play a vital role in the product we deliver every day to you as our valued customer. Groton consistently goes to great lengths testing the drinking water to be sure we remain in compliance with the Department of Environmental Protection's regulations. In February of 2019, we were notified by MADEP that manganese levels at our Whitney Pond Wells #1 and #2 are not within specified Health Advisory Limits. The Board of Water Commissioners have hired an engineering consultant to assist in

the process of designing a facility to remove manganese from the two water sources. This treatment process and facility construction is a very expensive process that will cost approximately \$7,500,000.00. The Board of Water Commissioners has recently adopted a Manganese Capital Charge to every metered domestic account to finance the project. This Capital Charges begin on January 1, 2020. The expected completion date of a new facility is December of 2024. The careful planning, design and construction schedule is part of a Consent Agreement with MADEP and the Commonwealth of Massachusetts.

In the calendar year 2019, the GWD has collected and analyzed more than one thousand water samples at the source wells and in the water distribution system. New substances such as Per and polyfluoroalkyl substances (PFAS) have been tested and reported to the MADEP prior to a standard being promulgated. PFAS was present in two of our source wells. However, these levels are well below the proposed standard of 20 parts per trillion. We expect to repeat sampling for PFAS in the Fall of 2020 once the rule making process has been completed.

The Water Department's recently completed the Whitney Pond Well Upgrades in 2018 have been proven to be very successful. The replacement to energy efficient variable speed drive pumps and a modern Motor Control Panel coupled with a SCADA computer system, allows the staff to operate and monitor the water system effectively 24 hours per day. These facility upgrades and the monitoring ability of our electric demand on a daily and weekly basis, saves the Department money on electricity. The Water Department will continue this Demand Management Program with the Groton Electric Light Department in Calendar year 2020.

Long terms goals for the Water Department is to increase our water management 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 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.

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 – June 12th	633,000	Gallons
Customer Accounts	2,200	
Water Mains	52.9	Miles
New/Replaced Water Mains	0.1	Miles
Total Hydrants (Public and Private)	397	Hydrants
Hydrants added to the system	2	Hydrant

In closing, the entire Water Department staff and Board of Water Commissioners wants to give special thanks and praise to George Brackett in his retirement. George's career in Water Department spanned over 32 years when he began working for the Groton Water Company in February of 1987. In George's lengthy tenure with the Water Department, he saw many changes and system improvements over this period of time including the doubling the number of customers served as well as the water consumption that we provide. Water systems improvements such as new source wells were installed, a new water storage tank and many miles of pipe installed. George saw it all. George also took great pride in assuring our customers that the water was always safe to drink. George worked tirelessly, day and night, to be sure your service was minimally disrupted no matter the reason or the season. We all wish George a happy, healthy and lengthy retirement – Thank you George!

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, Sewer Commission and our Police & Fire Departments.

Respectfully Submitted,

Water Department Staff:

Thomas D. Orcutt, Water Superintendent
Lauren E. Crory, Business Manager
Ann M. Livezey, Assistant
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 2019
 Tax Receivables
Veteran's Service Officer
Zoning Board of Appeals

ACCOUNTANT

Patricia Dufresne, Town Accountant

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

(978) 448-1107 Fax (978) 448-1115

accountant@townofgroton.org

The following financial report summarizes Fiscal Year 2019 (period ending 6-30-2019).

General Fund: The General Fund ended the year with a favorable fund balance, generating \$1,335,762 of “Free Cash”. This amount represents surplus funds certified by the DOR as available to the Town for future appropriation. The Fall Town Meeting (Oct. 2019) committed \$841,936 of that Free Cash by voting to replenish the Town’s Stabilization Funds (\$761,000), authorizing installation of Cross Walk signage on Main Street, hiring a stormwater strategy consultant, updating our financial software, outfitting a Fire Department recruit class, and paying a prior year invoice (\$80,936). Generous grant support from the State offset more than 260,000 in Public Safety services, and as in previous years, Ambulance receipts were tapped to relieve \$305,000 of Fire Department operations and capital equipment costs. The Town received \$4,899,398 in local receipts which was down very slightly (\$56,528.54) as compared with FY18. Continuing robust activity in building permits and motor vehicle excise revenue contributed to this excellent result. Local Meals Tax generated \$168,570 or 22% above receipts received for FY18. The Town expects this positive trend in Local Meals Tax revenue to continue due to the recent opening of several popular new restaurants in Town.

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 and prepaid police and fire details which remained unreimbursed at year end. As was expected, revenue sufficient to cover these deficits was received early in FY2020. The first half of the construction for the impressive new Groton Center project was completed in FY19 as well as the design phases for the new DPW facility and the Library roof repair. The Town continues to reap the advantages of its AAA bond rating as it issues debt to fund these exciting and much-needed infrastructure improvement projects.

Community Preservation Fund: The State continues to match local CPA surcharges. The match received in FY20 (\$262,401) was 34.7% of the FY19 surcharge raised (\$756,476) and came in higher than expected due to the state’s decision to release a portion of its budgetary surplus to the CPA Trust Fund. The anticipated match is carefully monitored by the Community Preservation Committee and the State strongly urges towns to budget conservatively for this revenue. Collection of CPA surcharge revenue remains robust, with approximately 98% of committed receipts actually collected for FY19. Debt service for the Surrenden Farms land acquisition is a substantial annual CPA Fund obligation (\$479,603 in FY19); this debt matures in FY22 which will free up significant 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 \$334,706, \$315,781 and \$258,810 respectively. The Four Corners Sewer Fund (authorized in FY17) commenced operations in FY19, successfully completing its first year, and with E&D certified at \$140,653 on 6/30/19.

Reserves: The Town’s Stabilization Fund closed the year at \$1.987 million and the Capital Stabilization Fund at \$676,185 (with \$504,945 of that balance reserved for expenditures in FY20 as is customary). The level of reserves in these accounts are managed so as to meet the target of 6.5% of annual line item budget as established in the Town’s Financial Management Policies. The Conservation Fund closed the year with an undesignated balance of \$360,328. The Groton Dunstable Regional School District Capital Stabilization Fund ended the year with a balance of \$692,383, of which \$479,012 was reserved for spending in FY20.

Patricia Dufresne, Town Accountant

SEE APPENDIX FOR ACCOUNTANT’S FINANCIAL REPORT

BUILDING & ZONING DEPARTMENT

Edward M. Cataldo, Building Commissioner/Zoning Enforcement Officer

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

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

building@townofgroton.org

The Building Department is charged with enforcing the State Building Codes and the Town of Groton Zoning By-Laws. Our goal is always to ensure the safety and quality of life for the residents, businesses and visitors of Groton.

Department personnel consist of:

Edward M. Cataldo, Building Commissioner/ Zoning Enforcement Officer

Kara Cruikshank, Land Use Administrative Assistant

Inspectors:

Daniel A Britko, Local Inspector

Edward Doucette, Electrical Inspector

John Dee, Alternate Electrical Inspector

Norm Card, Gas/Plumbing Inspector

John Templeton, Alternate Gas/Plumbing Inspector

Building, electrical, gas and plumbing inspections may be requested throughout the business day via the office telephone number: 978-448-1109. Inspection 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 have worked with during the past year. We would also like to thank our Senior Work Credit Program Volunteers Louise Gaskins, Ginny Reinap and Steve Legge.



An updated report from the Building Department follows.

BUILDING DEPARTMENT

<u>Building & Zoning</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Value of Construction	\$46,912,595	\$23,195,497	\$42,145,764
Permit Fees Collected	\$483,635	\$283,052	\$310,942
Permits Issued	483	419	477
Inspections Performed	720	704	562
<u>RESIDENTIAL</u>			
Single Family Homes	35	27	29
Two Family Homes	0	2	4
Multi-Family	0	0	0
Additions	33	57	22
Renovations	268	273	327
Accessory Buildings	23	29	17
Demolitions	3	8	11
<u>COMMERCIAL</u>			
New	6	2	1
Additions	4	1	1
Renovations	10	7	17
Accessory Buildings	2	11	13
Demolitions	3	0	2
Communication Towers	3	2	2
Annual Inspect. Certif.	79	79	79
Home Occupation Certif.	33	23	25
Wood Stove Permits	# included in building permits	# included in building permits	# included in building permits
<u>Electric</u>			
Permit Fees Collected	\$36,823	\$36,249	\$35,516
Permits Issued	332	360	368
Inspections Performed	541	564	637
<u>Gas</u>			
Permit Fees Collected	\$13,778	\$13,803	\$11,802
Permits Issued	182	207	168
Inspections Performed	171	195	206
<u>Plumbing</u>			
Permit Fees Collected	\$32,454	\$22,213	\$18,310
Permits Issued	182	196	159
Inspections Performed	227	229	258

CONSERVATION COMMISSION

Nikolis Gualco, Conservation Administrator

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

Meetings 2nd & 4th Tuesday 7:00pm

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

conservation@townofgroton.org

The Groton Conservation Commission was established by Town Meeting vote in 1962 “for the promotion and development of the natural resources and for the protection of watershed resources” in the Town of Groton, as enabled by the 1957 Massachusetts Conservation Commission Act (M.G.L. Ch. 40, §8c). The Conservation Commission presently oversees 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 2019 the Commission held 31 open meetings. The Commission reviewed 15 Notices of Intent, 25 Requests for Determination of Applicability, 2 Abbreviated Notices of Resource Area Delineation, and issued numerous Certificates of Compliance, Extension Permits, Emergency Certificates, Enforcement Orders, and Violation Notices. Municipal projects reviewed this year included the dredging of James Brook as part of maintenance work to Broadmeadow Road and repairs to the western river bank retaining wall at Fitch’s Bridge.

It was a busy year regarding land acquisition for the Commission. Efforts were focused on the Martins Pond area. An 18-acre parcel was acquired (the “Priest Family Conservation Area”) which provides public access to a ¼ mile stretch of the pond’s southern shoreline.

The Commission continued this year to identify and address land management priorities on its properties. Highlights include: 1) continuing to manage for the invasive Black swallow-wort at the Shattuck Homestead. This year the Commission mowed and used backpack sprayers to treat the seven-acre field. This necessitated help from volunteers to “sweep” for wildlife prior to treatment; 2) removal of the invasive autumn olive at the Eliades Conservation Area, which expands on previous work by the Invasives Species Committee at this site, and; 3) the monitoring of several properties the Commission holds a conservation restriction on including Gibbet Hill.



Shattuck Homestead: Volunteers "sweeping" for wildlife ahead of a field mowing, July 6, 2019 (Photo: O. Lathrop)

Another major effort under taken by the Commission in 2019 involved addressing a flooding emergency at the newly constructed Olivia Way in north Groton. The residents of this cul-de-sac began experiencing severe flooding in late 2018. Through a series of public meetings, a plan was developed to construct a shallow detention basin on the adjacent conservation land to mitigate flood water. However, conservation lands in Massachusetts under the custody of a Conservation Commission are constitutionally protected under Article 97, which requires compensatory land is provided and ultimately protected to replace the land being taken out of conservation – this is referred to as a “land swap”. This “land swap” required approval at Town Meeting and by both houses of the State Legislature. The Commission worked closely with the Earth Removal and Stormwater Committee during this process and relied on support from the Select Board and the office of the Town Clerk.

Respectfully submitted,

John Smigelski, Chair (appointed in 2012)
Larry Hurley, Vice Chair (appointed in 2017)
Eileen McHugh, Clerk (appointed in 2015)
Peter Morrison (appointed in 1991)

Bruce Easom (appointed in 2003)
Marshall Giguere (appointed in 2004)
Olin Lathrop (appointed in 2016)
Nikolis Gualco, Conservation Administrator

COUNCIL ON AGING

Kathy Shelp, Certified Director

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

Hours: Mon-Fri 8:00am – 4:00pm / Board Meetings 3rd Monday 1:00pm

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

gcoa@townofgroton.org

The Groton COA represents an important entry point into the aging system and into the continuum of Long-Term Care. In a continuum of care that ranges from the least intensive to the most intensive, the Council on Aging is often the first support service sought by an individual, his/her family or friends. The COA's role 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.

In 2019 The Council on Aging was in transition during the construction of The Groton Center which would be the new location for programs and services. Throughout this period the COA maintained programs and services with administrative offices at the Lost Lake Fire Station and classes offered at sites throughout town: the Groton Country Club, Central Fire Station, Legion Hall, Lost Lake Fire Station, and Groton Public Library. During construction Town Hall accommodated voters, which would have voted at the senior center.



Photos courtesy of the
Council on Aging



October 22, 2019 the Council on Aging moved operations to The Groton Center with the dedication held on November 2, 2019. Approximately 250 residents passed through the building on dedication day. At the dedication The Friends of Groton Elders presented the town with a donation of \$100,000 to off-set debt services with additional donations presented to the Council on Aging's Life Long Learning programs. The COA also secured a \$92,000 grant for the building from the Commonwealth to reimburse the cost of the generator. The building has been received enthusiastically by the community and the last quarter of

2019 saw a 10% increase in attendance at COA programs.

FY19 Budget: \$149,817

Staff:

Director

Kathy Shelp

Outreach Coordinator

Stacey Shepard Jones

Activities/Volunteer Coordinator

Kathy Santiago

Van Drivers

Marcel Falardeu, Richard Marton, Ed Wenzell (per diem), Peter Cunningham (per diem), Heather Rhodes (per diem), 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 (until 5.2019), Mihran Keoseian (began 5.2019), Paula Martin, Shelia Nash, Jean Sheedy

DEPARTMENT OF PUBLIC WORKS

R. Thomas Delaney, Jr., DPW Director

500 Cow Pond Brook Road

(978) 448-1162 Fax (978) 448-1174

highway@townofgroton.org

DPW

This is the annual report of the Department of Public Works. The divisions under the DPW are Highway, Transfer Station, Tree and the Building Maintenance Departments. All of these are run by the Director of Public Works. The successful operations of these departments is due to all the hard working employees who are the backbone of the DPW. We had one member retire last year, Mike Moore, and we thank him for his many years of service and wish him well. The Town would be at a loss without such a dedicated group of hardworking people. My thanks, as always, go out to all of the Men and Women of the DPW for doing a great job.



Tree Tops in JHR State Forest
Picture Courtesy of Kiirga Paananen

HIGHWAY DEPARTMENT

The Highway Department is the backbone of the DPW and we continue our commitment to maintain and upgrade the highways and byways of the Town. In 2019 various projects were completed with a number of road ways being resurfaced, including Reedy Meadow Road, High Oaks Path, Pepperell Road, Common Street and a large portion of Martins Pond Road. Other items of interest are drainage repairs and improvements, intersection improvements, as well as other preventive measures for increasing pavement life. General maintenance of the Town also continues to be a priority with beautification efforts continuing on our numerous parks, commons and ball fields.

It was a trying year as well with the long overdue reconstruction construction of our highway facility. Relocating and being in multiple areas during construction has been a challenge, but in the end it will be a great new, up to date facility to work. My praise goes out to the employees who moved all of our equipment out and are now putting it back together. We should be fully moved in by May 1, 2020.

TRANSFER STATION

With a struggling recycle market we are searching for places to keep our processed material in the best markets. Our residents do a fabulous job recycling. Finding an end home for the materials has been a challenge but, we are doing much better than other communities in the area, thanks to the dedication of the residents. With the grant we received from the Mass Department of Environmental Protection for the construction of a Glass processing facility, we are able to turn our glass into a recycled product we can use on road projects as well as landscaping. By reusing this material, we are eliminating the charge for disposal of this product. It is still my hope that in the recycle market will rebound soon and we will begin to show a profit for the town's people soon.

BUILDING MAINTENANCE

Duties of this department are mostly routine, with inspections, cleaning and normal wear and tear issues consisting of the majority of the work load. Below are some of the basic duties of the department. The addition of the new Senior Center is a tremendous asset to the town and shows the town's commitment to the town's people. Also with the new roof at the library and the DPW facility, our buildings are in great condition. 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 as well as sprinkler, elevator and other mandated state inspections at the Public Safety Building, Town hall, , Legion Hall and Fire Stations #1, #2, and #3.
- Maintained the exterior and interior of the P.S.B., Town Hall, Legion Hall as well as the grounds around them.
- Janitorial duties are completed at the sites above, as well as the public area at the Lost Lake Fire Station and Highway Department.

TREE WARDEN

The following are some of the duties performed by the DPW working under the direction of the Tree Warden during 2019. 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 25 new trees planted and the aggressive watering during the summer, 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. Working in conjunction with our local light department has made our dollars go farther in the removal of dead and diseased trees.



Scarlett Hill

Picture Courtesy of The Trails Committee

1. Planted over 20 trees including memorial trees.
2. Arbor Day was celebrated at the fireman's common on Main Street.
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. Over 15 days of large dead and hazard tree removal.

Respectfully submitted,

R. Thomas Delaney Jr.
DPW Director

FIRE DEPARTMENT

Steele McCurdy, Fire Chief

Center Station, 45 Farmers Row

General Calls: (978) 448-6333 Cell Phone Emergency: (978) 448-5555

Emergency: 911

fire@townofgroton.org

In 2019, the department was busier than ever with both emergency and non-emergency calls for service. The constant increases in requests for service necessitated a shift in how the department was operated. In late 2019 the department added sufficient career staffing to provide coverage in the station 24 hours per day. The Groton Fire Department now has a minimum of two on-duty Firefighter/EMT's on-duty in order to provide rapid deployment of fire or emergency medical services. While rapid deployment of these resources is important, the need to maintain a strong and vibrant call department is critical in order to provide additional help for more serious incidents and handle simultaneous events.



The call Firefighters and EMT's that serve the Town of Groton are some of the most selfless and dedicated members of our community. Continued recruitment of on-call firefighters and EMT's is essential to keeping the fire department strong and ready to respond to emergency situations. Because of this commitment to the recruitment of on-call firefighters, we began a training class for new firefighters in late 2019. This class will graduate a basic firefighter level 1 class in early 2020 and begin to serve the residents of the Town of Groton.

With growth of the community and the department, the department hired Lieutenant Arthur Cheeks as the new full-time Deputy Fire Chief. Deputy Cheeks has served the Town of Groton for 13 years as an on-call Firefighter and Lieutenant prior to coming on-board as the Deputy Chief in November of 2019. The position of Deputy Chief helps provide the appropriate leadership and administration for the department. This position is the second in command and assumes the role of the Chief in his absence.

All in all, 2019 was a year of great change for the Groton Fire Department. The members of the department will continue to serve the town well for years to come.

I would like to thank each and every member of the department for their dedication to the community and sacrifice they make every day. Not be overlooked, I would also like to thank the families of our firefighters who support our member and the department each day.

Respectfully submitted,

Steele McCurdy, Fire Chief



GROTON FIRE DEPARTMENT

2019 Officers



Chief Steele McCurdy

Deputy Chief Arthur Cheeks

Sr. Administrative Assistant Diane Aiello

Capt. James Emslie

Lt. James Crocker

Lt. Michael Culley

Capt. Susan Daly

Lt. Tony Hawgood

Lt. Tyler Shute

Firefighters & EMTs

Thomas Boggiano

Christopher Braun

Brad Cain

Daniel Coelho

Timothy Cunningham

Christopher Curtis

Derek Dirubbo

David Dubey

Heather Emslie

Christopher Fischer

James Foley

Rachael Fullreader

Bryan Gardner

Jason Grennell

Stephanie Hamelin

Benjamin Hatcher

Chelsea Hatcher

Christopher Hunter

Mark Imbimbo

Heidi Januskiewicz

Jeremy Januskiewicz

Patrick Kiley

Peter Kokolski

Jack Leeber

Cathy Lincoln

Chase Lundgren

Michael MacGregor

Derek Maskalenko

Paul McBrearty

Gibson McCullagh

Cody McNayr

Steve Mulone

Edward O'Dell

Matthew Pisani

Michael Poulin

Betsey Reeves

John Reilly

Steven Savage

Walter Shaw

John Weix

Chelsey Yencho

GROTON COUNTRY CLUB

Shawn Campbell, General Manager/Head Golf Professional

94 Lovers Lane

Telephone: (978) 448-3996

www.grotoncountryclub.com

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

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

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



Groton residents are afforded favorable price discounts on 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 third 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 swim team from New England made up of 20 Groton Country Club Gators, won the National Junior Olympics in North Carolina.

Our Groton PGA Junior League expanded into our own league with 36 junior golfers competing on late Sunday afternoons in May & June.

The Groton Publick House continues to be a fantastic partnership for the Country Club.

The Groton Country Club appreciates and thanks' our many supporters who have again given generously to their time, counsel and resources to help sustain and energize our programs this year.

We invite you to join your friends and neighbors and make use of your community recreation center.

Respectfully submitted,

Shawn Campbell

General Manger/Head Golf Professional

HISTORIC DISTRICTS COMMISSION

Kara Cruikshank, Land Use Administrative Assistant

Meetings 3rd Tuesday of Month

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

kcruikshank@townofgroton.org

The Historic District Commission (HDC) continued to provide active assistance for projects in the Town's Historic Districts, relative to their appropriateness regarding Groton's historic context in 2019.

The Commission consists of seven members. Greg Premru was re-appointed this year for a three-year term expiring June 2022.

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

- CPC support letter for the Groton Library roof
- CPC support letter for the Friends of Prescott Sprinkler System
- Town Meeting support for 11 Lowell Road inclusion in the Town Center Overlay District
- Jonas Prescott Stone relocation
- K9 Officer Lola, commemorative stone placement in Charles Gordon Common.
- ADA signage for Town Hall

In 2019, the HDC granted fourteen Certificates of Appropriateness for proposed work in the district consisting of windows, paint, additions, renovations, accessory buildings, re-roofs, solar panels and a new driveway.

The HDC spent much of 2019 working with the owner, agent and architect regarding the proposed new business/retail establishment at 240 Main Street, Kilbourn Place. The Commission will continue to meet on this project into 2020 until proposed work is completed.

The HDC also granted Certificate of Appropriateness for two new business signs in the district, Exit Reality, at 161 Main Street and Re/Max Partners, at 8-10 Hollis Street in 2019.

In effort to work with business owners in the district, the HDC approved temporary sandwich board signs for terms of one year to each of three establishments, Forge and Vine restaurant, Prescott Building and the Station House restaurant. The HDC will review feedback at expiration of sign approval, with the intent to develop a district policy for sandwich board signs.

The HDC met with two district owners for completion reports in 2019. The owner of 41-43 Main Street met with the Commission at a regular meeting to communicate an update on her renovation. The owners of 51 Hollis Street met with the Commission at the property when the renovation was completed. The work done at both locations is impressive and pleasing to the Commission.

Respectfully submitted,

Peter Benedict, Chair, 2021

Maureen Giattino, Vice Chair, 2020

Elaine Chamberlain, 2021

Elena Beleno Carney, 2020

Laura Moore, 2021

Greg Premru, 2022

George Wheatley, 2020

Kara Cruikshank, Land Use Administrative Assistant

HUMAN RESOURCES

Melisa Doig, Human Resources Director

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

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

humanresources@townofgroton.org

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

POLICY AND TRAINING

The past year, I had training for Department Heads regarding Positive Management Techniques. 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 \$6,781 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, Server & 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

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 2019 the IT department launched the town's new website on GrotonMA.gov. The feedback from the community and departments was fantastic and the site was recognized by the Massachusetts Municipal Association (MMA) as it won this year's award for best Municipal website (5,000-15,000 population division). The site was built internal by the town's IT Department with minimal additional expenses needed.

We applied for and received a state grant to do some additional fiber optic wiring in town for our municipal buildings. We contracted fiber optic cabling to be run from the new Groton Center building on W. Main St. to the DPW building on W. Main St. This allows us to share their internet and phone connections without needing to incur monthly billing for an additional location. We are always looking for opportunities to make investments that will save us money in the long run to keep our budget sustainable.

This year we also took on the task of bringing in numerous vendors to look at moving to a full-scale ERP system. After several meetings and sessions looking at the latest software solutions and their costs, we ended up deciding to stick with our current software in various departments. We began working with vendors to add modules and components to modernize some aspects that the newer ERP's presented. We felt this solution was the best scenario to do right now while having a very small financial impact to the budget. We are currently working on implementing some of those upgrades now.

Respectfully submitted,

Michael Chiasson

Information Technology Director

ANIMAL CONTROL / INSPECTOR OF ANIMALS

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



Photo by Karen Riggert

ANIMAL CONTROL

Animal Control responded to a total of five hundred and thirty-two calls in 2019. Most required a physical response, others, such as wildlife questions, were handled by phone. Loose dogs continue to be an issue. There were several investigations conducted concerning bites and dangerous dog complaints.

Animal Control wishes to thank Groton-area Veterinary hospitals, local Wildlife Rehabilitators and Missing Dogs Massachusetts Organization for their assistance over the year.

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

ANIMAL INSPECTOR

Groton Animal Inspector conducted a total of forty annual Barn/Livestock inspections as required By Mass. Department of Agricultural Resources. These inspections are performed to ensure the good health and well-being of animals in Groton and are strictly confidential.

Respectfully Submitted,
George Moore, Groton Animal Inspector

POLICE DEPARTMENT

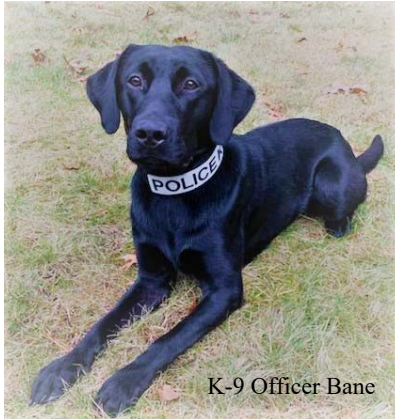
Michael F. Luth, Chief of Police

Police Station, 99 Pleasant Street

General Calls: (978) 448-5555 Emergency: 911

police@townofgroton.org

www.grotonpd.org



K-9 Officer Bane

Greetings,

We would like to thank the following retiring officers for their years of dedicated service to the Town and Department:

Detective Cory Waite, Communications Officer Darlene Touchette and long-time Auxiliary Officer Mark Miller.

We were pleased to welcome Officer Peter Violette, Officer Matthew Beal, and Officer Casey O'Connor, Communications Officer Chris Cotter, Communications Officer John Weix and per diem Communications Officer Leah Pierce to the Department.

Additionally, we are very pleased for the addition of K-9 Officer Bane to the department. K-9 Bane is a 1-year old energetic, high drive, highly intelligent black Labrador Retriever we were very fortunate acquire with funds from many very generous donors to the K-9 Gift Fund. K-9 Bane and his handler Officer Gregory Steward have successfully completed the tracking course and are ready to provide search and rescue services to our community and provide mutual aid to surrounding towns.

We held several new Community Policing Events this year a Food Drive to benefit Loaves & Fishes, a Blood Drive with the Red Cross and the Pink Patch Project to benefit Breast Cancer awareness and research to benefit the Dana Farber Breast Oncology program. All these events were extremely successful due to the Community's support.

Our mission is simple, "Community First", we will work together with the Community to solve problems and improve the quality of life in a fair, impartial, consistent and transparent manner.

Respectfully submitted,

Chief Michael F. Luth

2019 GROTON POLICE DEPARTMENT

Chief of Police:	Michael F. Luth
Deputy Chief:	James A. Cullen, III
Sergeants:	Derrick Gemos, Edward Sheridan, Rachael Mead, Kevin Henehan
Detectives:	Patrick Timmins
School Resource Officers:	Omar Connor, Peter Breslin
Patrol Officers:	Paul Connell, Dale Rose, Robert Breault, Gordon Candow, Nicholas Beltz, Michael Lynn, Gregory Steward, Patrick Timmins, Andrew Davis, Peter Violette, Matthew Beal
Reserve Officers:	Kathy Newell, Michael Ratte; Jonathan Shattuck, Matthew Boivin, Casey O'Connor, Frank Mastrangelo, Steven Tully
K-9:	Bane
Administrative:	Kathy Newell, Sr. Administrative Assistant and Joan Tallent, Administrative Assistant
Communications:	Sarah Power, Warren Gibson, Samuel Welch, Catherine Myers, Christopher Cotter, John Weix, Edward Bushnoe, Michael MacGregor, Leah Pierce
Police Matrons:	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

<u>Cash & Fund Balances</u>						Year-End Balance
						<u>June 30, 2019</u>
<u>Fund Description:</u>						
<u>General Fund</u>						\$ 9,624,757
<u>Other Funds</u>						
	Trust Funds (a)					\$ 19,869,224
	Stabilization					\$ 1,987,031
	Conservation					\$ 360,328
	Capital Stabilization- Town					\$ 676,185
	Capital Stabilization- GDRSD					\$ 692,383
	OPEB Trust					\$ 214,403
	Performance Bonds & 593's					\$ 54,406
	Affordable Housing Trust					\$ 46,822
	Arts & Flags Agency					\$ 6,847
	Turtle Study & Maintenance					\$ 54,266
	Regional Scholarship Committee					\$ 2,385
						\$ 23,964,280
<u>Enterprise Designated Funds</u>						
	Sewer Enterprise					\$ 402,542
	Water Enterprise					\$ 68,361
<u>Groton Electric Light Designated Funds</u>						
	Consumer Deposits					\$ 246,997
	Insurance Reserve					\$ 134,528
	Depreciation Reserve					\$ -
						\$ 381,525
<u>Total Cash & Fund Balance, June 30, 2019</u>						\$ 34,441,465

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, in accordance with Mass. General Law Ch. 41, s. 46.

Debt & Debt Service

The Town's long-term debt was impacted in Fiscal 2019 with the following 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 2019 the general fund of the Town paid \$41,539 in non-exempt debt service (principal and interest). The Town's portion of debt for the Groton-Dunstable Regional School District was \$871,241, 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 \$31,165, which is not excluded debt. Of the Town's combined total debt service, including school debt, \$1,175,337 was excluded from the limits of Proposition 2-1/2. The excluded debt added \$1.01 to the tax rate. The cost for this excluded debt for a home assessed at \$430,000 was \$433 for the year.

(The following page shows the FY 2019 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	\$3,149.25	\$46,779.25
2989	Bissell Property	7/15/2001	7/15/2019	\$1,075,000	Exempt	\$54,880.00	\$3,950.50	\$58,830.50
2992	Gibbet Hill	11/15/2003	11/15/2022	\$3,000,000	Exempt	\$155,000.00	\$19,125.00	\$174,125.00
2972	Library #1	7/15/1999	7/15/2017	\$1,831,464	Exempt	\$0.00	\$0.00	\$0.00
2973	Library #2	7/15/1999	7/15/2017	\$364,000	Exempt	\$0.00	\$0.00	\$0.00
2991	Lost Lake Fire	11/15/2003	11/15/2022	\$1,450,000	Exempt	\$75,000.00	\$9,675.00	\$84,675.00
2987	Norris Property	7/15/2001	7/15/2019	\$750,000	Exempt	\$38,700.00	\$2,822.50	\$41,522.50
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	\$0.00	\$0.00	\$0.00
2912	Center Fire Station	4/18/2013	6/30/2035	\$7,730,000	Exempt	\$315,000.00	\$144,512.52	\$459,512.52
2999	Senior Center	11/27/2018	11/15/2038	\$5,130,000	Exempt	<u>\$0.00</u>	<u>\$97,480.83</u>	<u>\$97,480.83</u>
					Total Exempt	\$682,210.00	\$280,715.60	\$962,925.60
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	\$14,600.00	\$1,279.20	\$15,879.20
2986	Shattuck Property	7/15/2001	7/15/2019	\$500,000	Non-Exempt	\$25,440.00	\$1,868.50	\$27,308.50
2978	Fire Ladder Truck	11/27/2018	11/15/2037	\$875,000	Non-Exempt	\$0.00	\$16,196.25	\$16,196.25
2979	Lost Lake Fire Prot.	11/27/2018	11/15/2038	\$1,375,000	Non-Exempt	<u>\$0.00</u>	<u>\$25,342.92</u>	<u>\$25,342.92</u>
					Total Non-Exempt	\$40,040.00	\$44,686.87	\$84,726.87
Summary for General Fund					Total for General Fund	\$722,250.00	\$325,402.47	\$1,047,652.47
Other Funds								
GELD								
2995	GELD- Transformer	7/15/2001	7/15/2019	\$750,000	Non-Exempt	\$37,350.00	\$2,709.25	\$40,059.25
2998	GELD- Headqtrs.	8/1/2014	11/1/2033	\$2,000,000	Non-Exempt	<u>\$85,000.00</u>	<u>\$52,525.00</u>	<u>\$137,525.00</u>
					Total Non-Exempt for GELD	\$122,350.00	\$55,234.25	\$177,584.25
CPC								
012	Surrenden Farm	7/6/2007	12/15/2021	\$5,015,000	Non-Exempt	<u>\$425,000.00</u>	<u>\$54,603.13</u>	<u>\$479,603.13</u>
					Total Non-Exempt for CPC	\$425,000.00	\$54,603.13	\$479,603.13
Sewer								
2910	Boston Road	10/26/2007	10/1/2025	\$310,940	Non-Exempt	\$16,647.50	\$5,285.59	\$21,933.09
2911	Old Ayer Rd	10/26/2007	10/1/2025	\$155,960	Non-Exempt	\$8,352.50	\$2,651.91	\$11,004.41
9994	Project Eval	11/1/2003	2/1/2024	\$330,000	Non-Exempt	<u>\$5,400.00</u>	<u>\$473.13</u>	<u>\$5,873.13</u>
					Total Non-Exempt for Sewer	\$30,400.00	\$8,410.63	\$38,810.63
Title V								
2993	Title Five	8/1/2002	8/1/2023	\$197,403	Non-Exempt	<u>\$10,400.00</u>	<u>\$0.00</u>	<u>\$10,400.00</u>
					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	\$63,288.00	\$12,603.62	\$75,891.62
2909	Water System	11/23/2004	8/1/2024	\$4,417,366	Non-Exempt	<u>\$245,000.00</u>	<u>\$36,838.17</u>	<u>\$281,838.17</u>
					Total for Water	\$308,288.00	\$49,441.79	\$357,729.79
					Fiscal 2019 Totals- ALL	\$1,618,688.00	\$493,092.27	2,111,780.27
					Non-exempt	\$936,478.00	\$212,376.67	\$1,148,854.67
					Exempt	\$682,210.00	\$280,715.60	\$962,925.60
						\$1,618,688.00	\$493,092.27	\$2,111,780.27

REPORT OF THE TAX COLLECTOR - JULY 1, 2018 TO JUNE 30, 2019

	<u>Collected (a)</u> <u>During Fiscal 2019</u>	<u>Uncollected @</u> <u>June 30, 2019</u>
<u>Fiscal 2019</u>		
Real Estate	31,422,479	383,646
Community Preservation Act	731,483	7,809
Water District	125,370	2,946
Personal Property	402,375	2,101
Motor Vehicle Excise	1,539,346	97,412
<u>Fiscal 2018</u>		
Real Estate	111,096	18,309
Community Preservation Act	1,585	345
Personal Property	144	668
Motor Vehicle Excise	274,562	19,419
<u>Fiscal 2017</u>		
Motor Vehicle Excise	6,196	6,001
<u>Fiscal 2016</u>		
Real Estate	2,180	565
Motor Vehicle Excise	884	3,686
<u>Fiscal 2000-2015</u>		
Motor Vehicle Excise	<u>1,130</u>	<u>31,857</u>
TOTALS	34,618,830	574,764
(a) Net of refunds		
<u>Other Selected Tax Collector Data:</u>		
Demands, Interest, Fees Collected	109,578	
Payments In Lieu of Taxes Collected	293,829	
Tax Title Collections	120,104	
Tax Deferral Collections	35,646	
Scholarship Donations Collected	3,185	
Water/Sewer Liens Collected	5,683	
Electric Liens Collected	3,758	
Municipal Lien Certificates Fees	15,400	
Tax Title Account- Balance	245,899	
Taxes in Deferral- Balance	201,548	
Tax Possessions- Balance	45,745	

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

Mail should go to the Town Hall, 173 Main Street, Groton, MA 01450

(978) 448-1175

veteran@townofgroton.org



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 Center Fire

Station 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, 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 continues to be spent helping residents with claims to the Veterans' Administration (VA) for disability compensation, VA pensions for senior veterans and their widows, and requests for military grave markers.

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

Respectively submitted,

Robert Johnson
Veterans' Services Officer

ZONING BOARD OF APPEALS

Margot Hammer, Zoning Board of Appeals Office Assistant

Wednesday Meetings as posted

Office Hours: Tues – Thurs 10am -3pm

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

zoning@townofgroton.org

The Zoning Board of Appeals' jurisdiction falls under MA General Laws Chapters 40A and 40B, as well as under Chapter 218 of the Groton Zoning Bylaw and Chapter 338 of the Charter of the Town of Groton. The Board consists of five regular members and four associate members.

The Zoning Board of Appeals met 14 times to consider 21 applications in 2019. There were 14 special permit applications, 14 of which were granted (one special permit application was also for a variance, which was granted), and one was withdrawn. There were 7 variance requests, six of which were granted and one of which was withdrawn. The special permit applications consisted of alterations of non-conforming structures, to renew a permit for a canoe rental business, accessory apartments and a change of a non-conforming use. The variances applications were for relief from setback, frontage and number of lots sharing a driveway requirements. There was one appeal of a decision of the Building Inspector that an agricultural designation is not a zoning violation, which is pending.

- Variances – 7
- Special Permits – 14
- Appeals – 1

There is one vacancy for an Associate Member.

Respectfully submitted,

Cynthia Maxwell, Chairman

Mark Mulligan

Jay Prager

Bruce Easom, Clerk

Stuart Schulman

Jenepher Spencer, Associate

Daniel McLaughlin, Associate

Christopher Sweeney, Associate

Margot Hammer, Assistant



Photo by Grace Remillard

GROTON'S APPOINTED COMMITTEES



Affordable Housing Trust

Cable Advisory Committee

Capital Planning Advisory Committee

Commemorations and Celebrations 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

Sustainability Commission

Town Forest Committee

Trails Committee

Williams Barn Committee

AFFORDABLE HOUSING TRUST

Fran Stanley, Housing Coordinator
(978) 732-1393

housing@townofgroton.org



The Town of Groton accepted M.G.L. Chapter 44 Section 55C, Municipal Affordable Housing Trust Fund to the Town Bylaws at the 2008 Fall Special Town Meeting. The purpose of the Trust is to provide for the preservation and creation of affordable housing in the Town of Groton for the benefit of low and moderate income households earning up to 125% of area median income as defined by the U.S. Department of Housing and Urban Development.

The Town of Groton Affordable Housing Trust was created on November 17, 2010. Members of the Trust are appointed by the Select Board provided that at least one the five members is drawn from the Select Board.

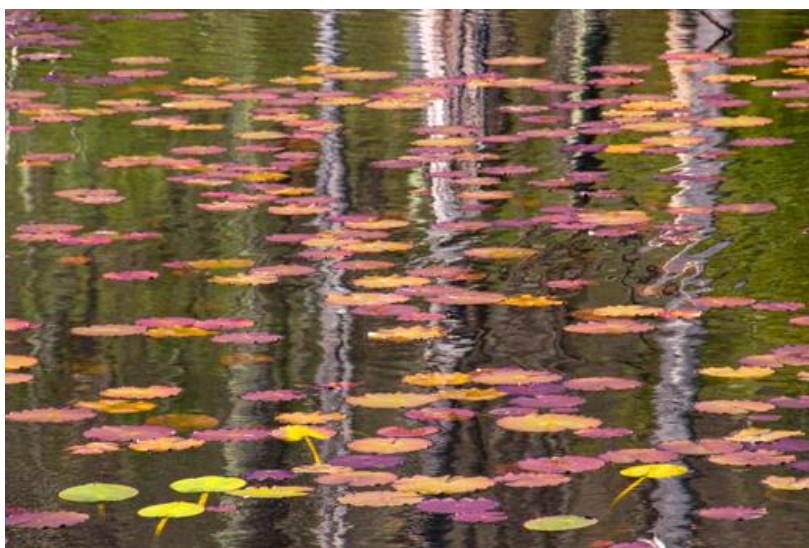
As a first project, the Trust invested in the Boynton Meadows subdivision which produced three new construction affordable homeownership units. All three affordable units have been built and sold. The project is nearly finished.

The Housing Trust is participating in the development of the Town's new Housing Production Plan. The Housing Production Plan identifies current housing needs, identifies parcels with development potential and reviews current zoning. In order to produce a new Plan, the Town follows a process that draws in community ideas and preferences and then seeks to build consensus for a path to meet the identified needs.

Going forward, the Housing Trust expects to use the data from the Housing Production Plan to coordinate with the Select Board and Community Preservation Committee to create new affordable housing. The Affordable Housing Trust welcomes ideas from the Groton Housing Authority and the Housing Partnership as well as the general public.

Respectfully submitted,

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



Lily Pads at Baddacook Pond
Photo by Kiirga Paananen

CABLE ADVISORY COMMITTEE

Bob Colman, Cable Supervisor
(978) 448-3796
info@thegrotonchannel.org

CAC Role

The Groton Cable Advisory Committee is responsible for negotiating and maintaining the cable television license(s) within the town of Groton as well as overseeing the operation of Groton's cable access stations. The two cable access stations in town are The Groton Channel (Charter 191 and Verizon 40) and Groton's Government Channel (Charter 192 and Verizon 41). In 2019 our two access channels showed over 600 new local programs including meetings, sports, lectures, news items, concerts, etc.

Surveys

Thank you to everyone that filled out our survey this year! By the time you're reading this, all results should be available on our website, www.thegrotonchannel.org.

Film Festival

As announced in 2019, we will be hosting our very first Groton 100 Second Film Festival in September of 2020. In addition to providing an entertaining festival of international short films, we are hoping to encourage and highlight local creative filmmakers! We will be accepting submissions up until July 31st. Visit our website or contact us for more information.

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 at anytime, 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. (TGC can always use more volunteers to help with the programming it already produces.) If you have any questions, please email info@thegrotonchannel.org, or call (978) 448-3796.

Cable Advisory Committee:

Neil Colicchio
Eric Fischer
John Macleod
Robert Piche
Janet Sheffield

CAPITAL PLANNING ADVISORY COMMITTEE

(978) 448-1111

The Capital Planning Advisory Committee was appointed by the Select Board on October 28, 2019. The five members appointed were: Steve Lane, Don Koski, David Manugian, Scott Haggerty and Mike O'Rourke.

The Committee Charge: The Capital Planning Advisory Committee shall have continuing responsibility in advising the Town Manager in developing the Annual Five (5) Year Capital Plan, including the capital equipment replacement plan, developing a long-range building plan and other maintenance projects for the Town. In addition, they shall advise in the development and annual updating of a long-range building maintenance capital spending plan for all municipal buildings. Working with the Town Manager, Select Board, Finance Committee and other Town committees and boards which propose building and renovation projects, the Capital Planning Advisory Committee shall advise on establishment of general criteria for significant Capital expenditures, including equipment and buildings, and offer recommendations on developing guidelines for communication regarding these projects between and among interested committees and the public. The Capital Planning Advisory Committee shall advise the Town Manager in overseeing the planning and design for construction, reconstruction, major alteration, renovation, enlargement, major maintenance, demolition, and removal of all Town buildings and recreation structures and playing fields and courts, including any significant installation, renovation or upgrade of service equipment and major systems.

November 12, 2019: A kick-off meeting was held. At this meeting Mark Haddad, Town Manager, provided the Committee with a copy of the 2020-2024 Capital Plan. The Committee elected the following officers: Lane, Chairman, Koski, Vice Chairman, Manugian, Clerk.

November 29, 2019: Mark Haddad sent Committee a draft of 2021-2025 Capital Plan.

December 4, 2019: Committee met with the following Town Officials to review their 5-year capital budgets: Steele McCurdy, Fire Chief, Art Cheeks, Asst. Fire Chief, Tom Delaney, DPW Director, Mike Luth, Police Chief, Vanessa Abraham, Library Director, David Zeiler, Library Trustee, Tom Orcutt, Water Superintendent, Don Black and Anna Eliot, Park Commissioners.

December 11, 2019: Committee reviewed 2021-2025 Capital Plan, requested to meet with Mike Chiasson, IT Director and requested a copy of the 2018 Engineering Assessment for the Library to review.

December 19, 2019: Committee met with Mike Chiasson, reviewed all information regarding capital requests and voted to approve the 2021 Capital Plan with minor recommendations for change.

COMMEMORATIONS AND CELEBRATIONS COMMITTEE

(978) 448-1111

The Commemorations' and Celebrations Committee is responsible for and oversees the following:

- The Christmas Tree Burning Bonfire.
- The Memorial Day Parade.
- The Independence Day Celebration Fireworks.
- The Veteran's Day Observance and Ceremony.
- The Wreaths Across America Ceremony and Placement in the Old Burying Ground.

The Committee is appointed by the Select Board and includes the following members:

- Donald Black – Parks Commission
- Robert Johnson – Veteran's Agent
- Steele McCurdy – Fire Chief
- Michael Luth – Police Chief

The Committee would like to thank the Explorers under the direction of Matt Pisani for their contributions in set up, break down and cleanup of the Christmas tree burning Bonfire.

We extend our gratitude to Committee member Bob Johnson for overseeing and directing the Memorial Day Parade every year.

Special thanks go to The Commissioners of Trust Funds - Town of Groton Lecture Fund, for providing the funding in that so many of our townspeople can enjoy the Independence Day Celebration Fireworks.

For the second straight year and through the generosity of our citizens, The Wreaths Across America Program and Ceremony, under the direction of Deb Jefferson, placed 110 wreaths in the Old Burying Ground.

Our goal is to continue to make every effort to continue these Town traditions.

Respectfully Submitted,

Donald Black
Robert Johnson
Steele McCurdy
Michael Luth

COMMISSION ON ACCESSIBILITY

Michelle Collette, ADA Coordinator
Meetings 2nd Monday, every other month
(978) 448-1111 Fax: (978) 448-1115
mcollette@townofgroton.org

The Commission on Accessibility was established in 1985 when the Town Meeting voted to accept the provisions of Massachusetts General Laws, Chapter 40, Section 8J. As required by State Statute, the Commission must include a majority of people with disabilities, an immediate family member of a person with a disability, and an elected or appointed official. The Commission's purpose is to ensure that people with disabilities are welcome and able to participate in Groton's community life to the fullest extent possible. The Commission works closely with the Building Commissioner who reviews and enforces the Architectural Access Board (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 Select Board 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 2019 working with the Northeast Independent Living Program (NILP) and the Department of Public Works (DPW) to implement the Town's ADA Self Evaluation/Transition Plan prepared in 2018. Improvements were made to the Center Fire Station, Country Club, Legion Hall, Lost Lake Fire Station, Police Station, Prescott School, Public Library, and Town Hall. Work at the Country Club will continue in 2020. The Commission also thanks the Town Department Heads, especially the DPW, for their assistance in implementing the transition plan.

The Commission worked with the Worcester Public Library, the Groton Public Library, and the Council on Aging to present the "Talking Book Library Program" at the Center in November. The Commission would like to thank those who attended and participate in this informative program.

The Commission thanks former Chairman Ellen Baxendale for her advocacy and years of service on the Commission.

Respectfully submitted,

Mark Shack, Chairman
Robert Fleischer
Thomas Pistorino
Alan Taylor

Jane Fry, Vice Chairman
Lynne Pistorino
Carol Ann Sutton
Michelle Collette, ADA Coordinator

COMMUNITY PRESERVATION COMMITTEE

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

The Community Preservation Act, MGL Chapter 44b (CPA) allows communities to create a local Community Preservation Fund for open space protection, historic preservation, affordable housing and outdoor recreation. Community Preservation monies are raised through a 3% surcharge on real estate tax. The Department of Revenue distributes a state match each November from the statewide Community Preservation Trust Fund to the communities that have adopted the CPA.

Each CPA community establishes a local Community Preservation Committee (CPC) that makes recommendations on CPA projects that are voted on at Town Meeting. The Town of Groton has a seven-member Committee with a representative from the Historical Commission, Housing Authority, Park Commission, Planning Board, Conservation Commission and two members at large that are appointed by the Select Board. 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 <https://www.grotonma.gov/>). 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 \$950,909 in funds from the local surcharge, state fund match, and interest during FY 2019. We expect \$933,401 including the state match of \$262,401 in FY 2020.

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: \$43,593.
- 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 - CPC Request: \$140,000.

Projects approved for FY 2020

- Groton Housing Coordinator Salary - To create and retain affordable housing. - CPC Request: \$48,882.
- Historic Volumes Storage Cabinet - To purchase a lockable fire-resistant FireKing Storage Cabinet with a 1-hour fire rating to store the historic volumes from the Town Clerk's vault. - CPC Request: \$5,627.
- 1893 Historic Library Preservation - New Roofing System - To preserve the 1893 building from further water damage due to insufficient drainage and snow and ice protection. - CPC Request: \$395,000.
- Fitch's Bridge Wall Repair - To disassemble and rebuild existing retaining wall on historic Fitch's Bridge where it is beginning to fail. - CPC Request: \$45,000.

Respectfully submitted,

Representing Conservation Commission: Bruce Easom
Representing Park Commission: Anna Eliot
Members at Large: Richard Hewitt & Carolyn Perkins

Representing Housing Authority: Dan Emerson
Representing Planning Board: Tim Svarczkopf
Representing Historical Commission: Bob DeGroot

CONDUCTORLAB OVERSIGHT COMMITTEE

(978) 448-1111

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

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

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

Activities in 2019: 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 to less than the required 5 ppb TCE. 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 was 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 some stream samples still exceed applicable GW-3 standards for Cr+6. (GW-3 regulatory standards are 600ppm Cr+3 and 300ppm Cr+6.) In 2019: (1) Honeywell representatives proposed a new chemical targeted remediation to eliminate the source of the high Cr+6 levels in stream water. (2) Beginning in Spring 2020 and continuing for four quarters, Honeywell expects analytical data to show a 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. (4) A Permanent Solution Statement with Conditions will replace the 1996 RAO. (5) An Activity and Use land use Limitations (AUL) document will be drafted, (6) reviewed, and (7) 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. This Committee will continue to meet with Honeywell and Wood E&IS representatives to review remedial plans, monitoring data, and site closure documents. Honeywell anticipates achieving closure (likely in 2021) 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

He joined the army March 3, 1942. He then got married September 27, 1942 to Martha Boynton. The minister of the Congregational Church in Groton, Rev. Edwin R. Gordon, was his father. Two years later in 1944, Charles R. Gordon died on the battlefield in Europe. He was buried in Brussels. Finally, he was brought back to Groton and buried in the family lot on May 2, 1949.

His memorial marker, which all Groton Veterans who died in WWII have, has a similar story. First it was on a small triangle at the corner of Pleasant St. and Elm St. Then it was moved to the plot of land the water trough is on Main St. across the street from the Congregational Church. It was hit by a car. The next spot for relocation to the other side of the common on the Pleasant St. Then it was hit by a plow truck, twice. It is now replaced with a flat marker and placed safely on the pathway in the summer of 2019.



Photo's provided by the Cozzen Family



In 2019 the following veterans were interred in the Groton Cemetery:

- | | |
|-----------------------|----------------------------|
| • Benjamin M. Bixby | U.S. Marine Corps, Vietnam |
| • David Dearborn | Navy, Korea |
| • Richard Polhemus | Special Forces, Vietnam |
| • Richard Foote | Army, Peacetime, 1955-1958 |
| • Donald Mooney | Army, Vietnam |
| • Orice Gracey | Navy, WWII |
| • Norman R. Robertson | Navy, WWII |
| • William Conley | Navy, WWII |

*Correction Joseph Gamester who was buried in 2018 belonged to the U.S. Marine Corps.

Respectfully Submitted,

Deborah Beal Normandin

GREAT POND ADVISORY COMMITTEE

(978) 448-1111

Members:

James Luening - Chair

George Wheatley – Treasurer

Susan Horowitz

Remi Kaleta

Alex Woodle - Vice Chair

Art Prest

Marshall Giguere

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. In the past year, invasive weeds have started to take hold to the point where a whole lake treatment will be necessary. The GPAC has applied to the Community Preservation Committee for a Lake Treatment Grant.

On Baddacook Pond, the final year of the CPA Pilot program was completed to test mechanical control of invasive weeds. Two, 2 week, weed harvests were performed which provided effective lake management, keeping the weeds down and the lake navigable. 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 has not shown to be effective for whole lake management. Abutters and boaters reported that the pilot program has been a very positive improvement.

On Duck Pond for the 2nd year, an aeration system was used to improve depth by reducing bottom muck. This is a slow process so it will be several years before we can expect a measurable difference.

Porta-Pottys were placed at the boat launches, on Lost Lake and Baddacook Pond, for the third year. Lake users have expressed appreciation and it has kept the boat launches more sanitary.



Northeast Cove – Before Hydro-raking



Northeast Cove – After Hydro-raking

GREENWAY COMMITTEE

(978) 448-1111

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. The Greenway Committee seeks to raise awareness, educate, and invite townspeople to enjoy Groton's rivers.

Groton Greenway Mission

- Continue to increase the protection of the Nashua and Squannacook Rivers and their river greenways.
- Educate, raise awareness, and invite townspeople to use and enjoy the rivers and river greenways in Groton.
- Promote usage and provide stewardship for the greenways.



Fitch's Bridge - Photo by Charlene Legge

Activities During the year 2019

- Held the 2019 Nashua River Festival on June 9, 2019, which included acts such as the Pebble Bottom River Kids, Native American drumming, and Creature Teacher, and many river-oriented activities including family fishing demonstrations, canoes available for free to paddle on the river provided by Nashoba Paddlers, free boat tours on the river to Fitch's Bridge provided by Ducks Unlimited, 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.
- Provided support and information to assist in the National Park Service study of reaches of the Nashua River, Squannacook River, and Nissitissit River for the successful national designation under the National Wild and Scenic Rivers Act.
- Provided input to the 2019 Groton Open Space & Recreation Plan.

Goals for the year 2020

- Hold 2020 River Festival on June 7, 2020 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 closed landfill parcel along the Nashua River.
- Recruit additional volunteers for the 2020 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.
- Assist in the implementation of the National Wild and Scenic River Act designation of the Nashua River and tributaries.

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

HISTORICAL COMMISSION

(978) 448-1111

The Historical Commission in 2019 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 one open position at this time.

- The Commission continues to work with Indian Hill Music to determine the preservation options available for Prescott House
- Commission member Mike LaTerz organized a document preservation/archiving project for a group of historic Town documents. With the help of two volunteers from Groton High School, the project was successfully completed in August 2019.
- The Prescott Stone, which had been embedded in a local stone wall, was recovered and moved to Boutwell House/History Center in July of 2019 for ongoing display
- The Commission continues to work with and support the historic restoration efforts at the Groton Public Library
- The Historic Commission did not file any additional CPA applications for FY 2021-2022. The Commission 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 Commission anticipates this project will be complete in the Summer of 2020.
- The CPA funded project to move several murals painted by J.D. Poor (related to Rufus Porter) from Prescott House to The Groton Inn was successfully completed in 2019.
- The National Register nomination for The Old Meeting House was successfully completed in 2019. Final approval of this nomination is under consideration now. Town Meeting April 2017 approved the CPA application to fund this project.

2019 was a busy year for the Historic Commission. The Commission 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 2020, there will be no shortage of opportunities for the committee to continue its efforts to preserve the historic assets of Groton.



INVASIVE SPECIES COMMITTEE

(978) 448-1111

Here are some of the major accomplishments of the Invasive Species Committee for the past year:

- Completed the 1st year of a Japanese Knotweed Control study on Nod Rd.
- Confirmed presence of Emerald Ash Borer in Groton; obtained equipment to treat infested trees, and inoculated numerous Ash Trees.
- Conducted Phragmites (Common Reed) control at Eliades Land.
- Conducted Black Swallowwort control at Shattuck Homestead.
- Continued to expand our brochure portfolio to seven species; distributed them broadly at events around town.
- Gave a well-attended Lecture series at the Library.
- Coordinated activities with other organizations in town (e.g. Conservation Commission, Garden Club); participated in Conservation Summit and Climate Change MVP Workshop.

Current membership is Brian Bettencourt (Chair), Olin Lathrop, Adam Burnett, Richard Hewitt, Jonathan Basch.



Photos Courtesy of Invasive Species Committee
Japanese Knotweed Control Effort

LOCAL CULTURAL COUNCIL

(978) 448-1100

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 2019, the State of Massachusetts awarded over \$6,000 in funds to the Groton Local Cultural Council for distribution through the Massachusetts Cultural Council. Twenty applications for grant requests were reviewed, and fourteen applications were granted all or a portion of the amount requested. These individuals/groups include:

Applicant	Project Title	Decision
Nashoba Valley Concert Band, Inc.	NVCB	\$250
Jon Swift	The House Of The Seven Gables	\$500
Katrina Tedstone	Twelve Angry Jurors theater production	\$300
Rosie Latto	Nashoba Valley Chorale Winter Concert	\$1,000
Indian Hill Music Inc.	Bach's Lunch Concert Series	\$500
Jeyanthi R Ghatraju	Story telling through visual art and dance	\$250
ArtsNashoba	Sensory Sensitive Performances	\$500
Contemporary Arts International	2020 Stone Carving Symposium	\$600
Discovery Museum	Open Door Connections: Groton	\$250
Janet Applefield	Combating Hate and Prejudice	\$350
John Root	Majesty and Mystery of Crop Circles	\$200
Nashua River Watershed Assoc.	Capturing the Early History of the NRWA	\$500
Rebecca Wright	85th Regional Exhibition of Art and Craft	\$300
Virginia Thurston Healing Garden	Mind-Body Sound Therapy Series	\$300

Groton Cultural Council considers the following priorities when reviewing grants:

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

Current membership for the upcoming year includes:

Ray Ciemny, Chair
Tiffany Doggett, Co-Chair
Jacquie Waters, Secretary
Christine Brooks
Kim Henry
Kathleen Phelps
Cynthia Thompson
John Wiesner
David Zeiler
Student Rep: TBD

Respectfully submitted,
Ray Ciemny, Chair

OLD BURYING GROUND COMMISSION

(978) 448-1100

Groton's Old Burying Ground remains a historically important space which is utilized by genealogists, historians, photographers, nature lovers and others. Throughout 2019 the Old Burying Ground was visited by individuals who came from many areas of the United States and Canada. The goal of the Old Burying Ground Commission is to keep this one of a kind space in beautiful condition for generations to come.

On January 13th, Lucas McAdams made his bi annual visit to the grave of his hero Job Shattuck to honor the anniversary of Job Shattuck's death. Lucas makes his visit to Groton twice each year just to visit his hero's grave. It was very cold on the day Lucas visited but he is a dedicated young man and did not want to miss the opportunity to pay his respects. In February we received additional research material from Larry Wright and his daughter Darcy who are documenting their family history through the Old Burying Ground's headstones and vital records. The Wrights are descendants of the Lawrence family as well as others within the Old Burying Ground. Also in February we got our first estimate for the future restoration plans of Captain Joshua Bentley's monument.

In March we made contact with the Freedom's Way National Heritage Association and initiated plans to host a future tour of the Old Burying Ground for interested parties in the spring. In April we received word from Marsha Adams that she was planning a trip to Groton from Florida to continue her research on her Nutting family ancestors. Jack Parker who is the descendent of the original Parker family of Groton continued as well to document all the data he has been collecting at the Old Burying Ground which is relevant to the Parker family. He also made contributions and edits onto the online Find A Grave site which is a very useful resource. On May 11, Old Burying Ground Commissioner Eleanor Gavazzi hosted a tour of the Old Burying Ground for the Freedom's Way National Heritage Association. The name of this tour was "Our Founding Mothers" which focused on some of the strong and capable women of Groton during the American Revolution. On Memorial Day new flags were placed on all of the known graves of soldiers buried within the Old Burying Ground which included soldiers from the Revolutionary War, the War of 1812, and several from the Civil War as well.

In June due to heavy rainfall we had the opportunity to gently remove some of the lichen that made some of the headstones illegible. After the stones received this natural rinsing they were again photographed and the images were put on the Find A Grave website by Jack Parker. Visitors to the Old Burying Ground increased during the summer months as well the return visits of Marsha Adams, Larry Wright, Darcy Wright, and Lucas McAdams in June as well. Throughout July and August we received many requests to assist visitors with locating headstones within the Old Burying Ground. It is always very nice to meet people from other areas who come to Groton to research their own family history like the Kramer family from Colorado, and the Johnson family from California.

In September we received a request to assist Mr. Scott Wilson from Maryland who was researching Thomas Hubbard. This was exciting for us because no one had ever inquired about Mr. Hubbard's headstone before. Mr. Wilson was very impressed by the condition of his ancestor's headstone. Some of the genealogical mystery surrounding Thomas Hubbard has now been revealed to us and added to our data! In October plans were made to participate in the Wreaths Across America program again in December. We would like to thank Deb Jefferson for all the time and dedication she gave to see this program receive local attention through social media.

In November we received one more request for clarification of the text on a headstone. We had to disprove the notion that there were two James Dickinsons buried in the Old Burying Ground, when in fact there is only one and there was a duplication of the vital record which was recorded incorrectly. After Veterans Day we removed all the flags from the Old Burying Ground. Early snow in December did not deter some dedicated individuals from placing remembrance wreaths on the graves of the soldiers within the Old Burying Ground. On December 14th at precisely noon the ceremony began for the Wreaths Across America program. The individual efforts and the generosity of the wreath sponsors were very much appreciated. Also in December the movie Little Women was released and a scene from this movie was filmed in the Old Burying Ground in October of 2018, as well as other locations in Groton.

Thank you for your continued interest in Groton's Old Burying Ground on behalf of the Commissioners.

Respectfully submitted by Eleanor Gavazzi, Amanda Gavazzi, Deborah Beal Normandin, Donald Black.

SUSTAINABILITY COMMISSION

(978) 448-1111

There has been an alarming decline in the monarch population primarily due to milkweed habitat loss. They are in crisis throughout North America because they are wholly dependent on the milkweed plant. The number of monarchs has plummeted by almost 90% since the 1990s. Many conservation organizations believe they are on the brink of extinction. Habitat creation and restoration to replace their lost habitat is their only hope for survival.

To help offset the loss of habitat, we are building a monarch habitat at Groton Place. This is an ongoing project. An additional area was cleared, tilled, and seeded last summer. When completed, the site will be registered under the Million Pollinator Garden Challenge. This program is a nationwide call to action to preserve and create pollinator habitat.

We began building a pollinator garden at the new COA. Due to construction delays we were only able to plant in the fall. The rest of the site will be planted next summer.

We participated in the annual Riverfest event last summer. We staffed a table and provided literature to people visiting our table.

Russ Burke of the Planning Board addressed us regarding grant opportunities and provided handouts for us to study.

Alison Dolbear Peterson, Chair



Groton Place - Bee
Photo Courtesy of Grace Remillard

TOWN FOREST COMMITTEE

(978) 448-1111

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.



Fall in Town Forest
Photo Courtesy of Kiirga Paananen

2019 was a quiet year in the Forest.

The 22nd Annual Town Forest Trails Race was held this year.

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

Met with representatives of Mass. Fish and Wildlife to review Conservation Restriction.

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

Boy Scout and Girl Scout troops are allowed to camp with written committee permission.

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.

Motorized 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

TRAILS COMMITTEE

(978) 448-1111

During 2019, a total of 39 volunteers, including Groton Trails Committee (GTC) members, assisted with our trail maintenance projects. A total of 390 person-hours of effort was expended, with 32% of this performed by supervised volunteers.

The GTC performed over 140 different trail maintenance projects. These included re-opening trails after forestry operations at Keyes Woods and Wharton Plantation, marking trails in the Skitapet parcel in the Lost Lake area, completing a critical bog bridge between the Groton Hills and Baddacook parcels, rerouting trails to mitigate erosion in the McLain's Woods parcel, and installing erosion control measures on trails leading to the Cronin parcel along the Nashua River Rail Trail.

This year 3 Boy Scouts did bridge projects for their Eagle Rank, in coordination with the GTC and the Groton Conservation Trust, on the Groton Hills and Bates-Blackman parcels.

The GTC led 11 public guided hikes with a total of 115 participants. Some of these events were co-sponsored with the Appalachian Mountain Club. A series of 4 hikes was also provided as part of the adult education program at Prescott Community Center.

The GTC helped the GDRHS Cross Country coaches and teams to clear and make routing revisions to the High School XC running course in late August. The teams were able to use the course the following day after completion of the work. The course was also improved with additional markers. The XC course at the Middle School was also prepared for use in August.

The GTC redesigned the home page of our www.grotontrails.org website to include more pictures illustrating trails activities and vistas.



Boardwalk in Groton Hills
Eagle Scout Project – Photos by Olin Lathrop



The GTC offered a “Bird Walk” as part of the “Hidden Treasures” events in May, coordinated by the Freedom’s Way Heritage Association (FWHA), headquartered in Devens, MA. This is the fourth year the GTC has participated in the regional Hidden Treasures program.

The GTC again participated in the annual Groton Greenway Festival celebration at the Petapawag site on the Nashua River on June 9th as well as the annual Grotonfest on September 28th, meeting with many interested members of the public. The GTC also assisted the Squannacook River Runners in their operation of the 22nd Annual Groton Town Forest Trail Races on October 14th, in which many Groton citizens participate.

Jonna Branigan, Ryan McMeniman, and Kiirja Paananen resigned from the GTC this year. New members joining were Laura DeGroot, John Ellenberger, and Paul Riley.

Squannacook River Rail Trail Update

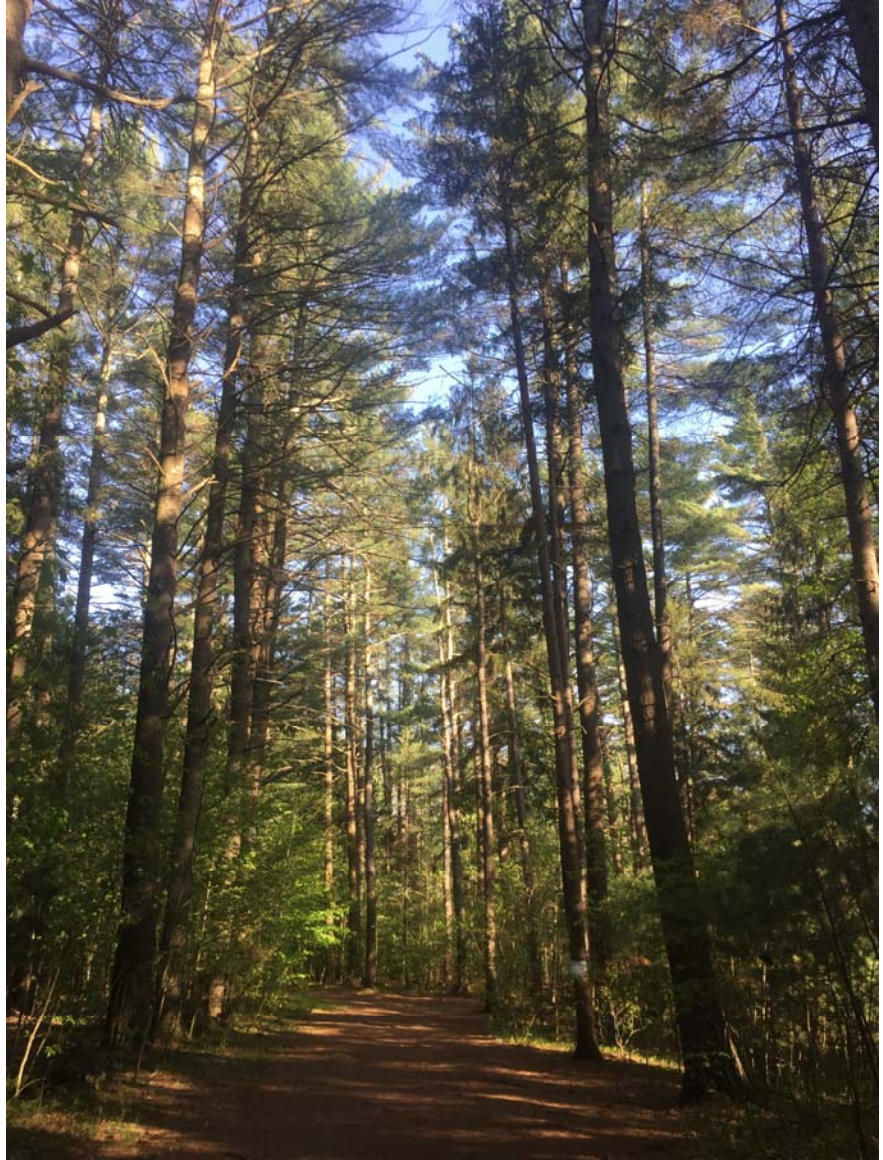
2019 was a year which saw much progress made by Squannacook Greenways developing the Squannacook River Rail Trail, a project that has been in the planning stage for over 15 years. The environmental permitting process was completed at both state and local levels with orders of condition being issued by the Conservation Commissions in both Townsend and Groton. Since the rail

corridor falls within a designated ACEC area, a construction time window of between November 15th and March 15th must be adhered to with respect to turtle migration/activity.

Volunteer events were held last fall to do brush trimming and install wetland protection wattles along areas that had been designated by the Conservation Commissions. Subsequently, a tree clearing service was contracted in December to clear the entire 3.7 mile corridor from Townsend center to the Bertozzi area in West Groton. This work was completed around New Years. Going forward, the plan is to remove the rails from the corridor, remove ties and prepare the remaining grade for installation of a stone dust surface.

Respectfully submitted,

Kevin Barrett
Laura DeGroot
John Ellenberger
Paul Funch, Chair
Olin Lathrop
Steve Legge
Wanfang Murray
Bob Ordemann, Vice Chair
Jim Peregoy
Jason Remillard, Clerk
Paul Riley



Groton Place Trail
Photo Courtesy of Grace Remillard

WILLIAMS BARN COMMITTEE

(978) 448-1111

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 2019 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 5 - October 11, the Market offered live music supported by the Groton Lecture Fund. The GFM Thanksgiving Market was November 23, it 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 11, The Groton Women's Club presented, a day on the farm, in 1840 Groton. December 11, was GWC infamous greens sale. All their proceeds go to Groton scholarships. High School scholarships

The Nashua River Watershed Association

Held three educational classes for children, in June /July. They studied, ecosystems of the local woods and nature in general.

Groton Historical Center

October 6, Groton History Center's Barn Tour included the Williams Barn.

Williams Barn Committee: Leo Wyatt, Al Wyatt, Kathy Stone, Sandra Tobies, Joe Twomey, Bob Kniffin, Bruce Easom and Lori Brackett.

APPENDIX



Spring Town Meeting Warrant/Minutes

April 29, 2019

Fall Town Meeting Warrant/Minutes

October, 21, 2019

Election Results

May 21, 2019 Annual Town Election Results

Town Accountant Financials

Minutes

TOWN OF GROTON



2019 SPRING TOWN MEETING

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

Beginning Monday, April 29, 2019 @ 7:00 PM

Attention – Voters and Taxpayers

Please bring this Report to Town Meeting

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



Town Meeting Access for Voters with Disabilities

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

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

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

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

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

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

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

SPRING TOWN MEETING MINUTES APRIL 29, 2019

Town Moderator:

Jason Kauppi

Deputy Moderator

Stuart Schulman

Board of Selectmen:

Joshua Degen
Alison Manugian, Vice-Chair
Barry Pease, Chair
John Giger
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 Bouchard

The meeting was called to order at 7:00 PM. Mr. Jason Kauppi presided as Moderator. There is no quorum requirement. 148 attendees were present at 7:00. Later in the first session of the meeting, 344 voters were in attendance.

Mr. Kauppi explained the role of the Moderator at Town Meeting. He also explained how attendees would be voting at the meeting. He then asked for a moment of silence in memory of recent passings in the Groton community.

Announcements regarding the Annual Town election to be held May 21, and a Candidates Night to be held May 14 at 7:30 PM at the Performing Arts Center were made.

Destination Imagination team member Middle School Students led the Meeting in a Pledge of Allegiance. These students are members of the Bilge Busters and Team Ununinium (oo-new-new-nee-um), two Destination Imagination teams from Groton-Dunstable who have advanced to participate in the Global Finals tournament in Kansas City next month. There they will compete against teams from across the US and more than 15 other countries.

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, except for the main proponents and opponents of an article who are to be allowed 7 minutes 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 seconded and passed by a unanimous vote.

**SPRING TOWN MEETING MINUTES
APRIL 29, 2019
ELECTION WARRANT**

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

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Monday, the twenty-ninth day of April, 2019 at Seven O'clock in the evening, to consider all business other than the election of Town Officers and on the twenty-first day of May, 2019 at an adjourned session thereof to give their ballots for:

Vote for One	Board of Assessors	3 Years
Vote for One	Board of Health	3 Years
Vote for Two	Select Board	3 Years
Vote for One	Commissioner of Trust Funds	3 Years
Vote for Two	Groton-Dunstable Regional School Committee	3 Years
Vote for One	Groton Electric Light Commission	3 Years
Vote for Two	Park Commission	3 Years
Vote for One	Park Commission	1 Year
Vote for Two	Planning Board	3 Years
Vote for One	Planning Board	1 Year
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

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 renovate and reconstruct the Department of Public Works Facilities located at 600 Cow Pond Brook Road, Groton, MA?

Yes _____ No _____

QUESTION 2:

Shall the Town of Groton be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to install a new roof on the Groton Public Library located at 99 Main Street, Groton, MA?

Yes _____ No _____

ARTICLE LISTINGS

		Action
Article 1:	Hear Reports	Passed
Article 2:	Elected Officials Compensation	Passed
Article 3:	Wage and Classification Schedule	Passed
Article 4:	Fiscal Year 2020 Annual Operating Budget	
	Motion 1 General Government	Passed
	Motion 2 Land Use Departments	Passed
	Motion 3 Protection of People and Property	Passed
	Motion 4 a.) Nashoba Valley Regional Technical High School	Passed
	Motion 4 b.) A Groton-Dunstable Regional School District – Operating \$\$	Passed
	Motion 4 b.) B Groton-Dunstable Regional School District – Capital \$\$	Passed
	Motion 5 Department of Public Works	Passed
	Motion 6 Library and Citizen's Services	Passed
	Motion 7 Debt Service	Passed
	Motion 8 Employee Benefits	Passed
	Motion 9 Water Enterprise	Passed
	Motion 10 Sewer Enterprise	Passed
	Motion 11 Local Cable Access Enterprise	Passed
	Motion 12 Four Corners Sewer Enterprise	Passed
	Motion 13 Electric Light	Passed
Article 5:	Appropriate FY 2020 Contribution to the OPEB Trust Fund	Passed
Article 6:	Fiscal Year 2020 Capital Budget	Passed
Article 7:	Renovation and Upgrade – DPW Facilities	Passed
Article 8:	Library Roof	Passed
Article 9:	Increase Local Room Occupancy Excise	Passed
Article 10:	Petition Legislature to Establish a Ticket Tax in Groton	Defeated
Article 11:	Community Preservation Funding Accounts	Passed
Article 12:	Community Preservation Funding Recommendations	Passed
Article 13:	Nashoba Valley Tech Roof and Window Project Approval	Passed
Article 14:	Operational Funding for the Prescott School	Passed
Article 15:	Provide Funding for Accessibility Improvements	Passed
Article 16:	Maintenance of James Brook	Passed
Article 17:	Amend General Bylaws to Adopt the Stretch Code	Passed
Article 18:	Amend Zoning Bylaw – Off-Site Off-Street Parking	Passed
Article 19:	Amend Zoning Bylaw – Housekeeping Changes	Passed
Article 20:	Agreement – Forestry Activity	Passed
Article 21:	Amend General Bylaws – Discharge of Water onto a Public Way	Passed
Article 22:	Petition General Court for Additional Liquor Licenses	Passed
Article 23:	Amend Chapter 198 – Stormwater Management	Passed
Article 24:	Revote Groton Charter	Indefinitely Postponed
Article 25:	Citizens' Petition – Town Center Overlay District	Passed
Article 26:	Citizens' Petition – Use Conservation Land for Drainage	Passed as amended
CONSENT AGENDA	Articles 27 through 36	Passed
Article 27:	Current Year Line Item Transfers	
Article 28:	Appropriate Money to Offset the Snow and Ice Deficit	
Article 29:	Transfer Money within the Water Enterprise Fund	
Article 30:	Transfer Money within the Sewer Enterprise Fund	
Article 31:	Transfer Money within the Cable Enterprise Fund	

Article 32:	Prior Year Bills	
Article 33:	Debt Service for Surrenden Farms	
Article 34:	Establishing Limits for the Various Revolving Funds	
Article 35:	Accept Law Increasing Real Estate Tax Exemption	
Article 36:	Accept Provisions of M.G.L., c. 59, §5	
	Budget Report of the Town Manager and Finance Committee to Town Meeting	Appendix
	Appendix A – Fiscal Year 2019 Proposed Operating Budget	Appendix
	Appendix B – Fiscal Year 2019 Wage and Classification Schedule	Appendix

ARTICLE 1: HEAR REPORTS

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

SELECT BOARD

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

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

Mover: Rebecca Pine

MOTION: I move that the Town's 2018 Annual report be accepted and placed in the permanent records of the Town

Moved and Seconded

Quantum of Town Meeting Vote: Majority

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

ARTICLE 2: ELECTED OFFICIALS' COMPENSATION

To see if the Town will vote to allow the following compensation for the following elected officials: Town Clerk - \$88,430; Town Moderator - \$65; for the ensuing year, or to take any other action relative thereto.

SELECT BOARD

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

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

Mover: John Giger

MOTION: I move that the following compensation be set for the following elected officials for the ensuing year:

Town Clerk	\$88,430
Town Moderator	\$ 65

for the ensuing year.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 2 – Main Motion: Passed by Unanimous Vote

ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE

To see if the Town will vote to amend and adopt for Fiscal Year 2020 the Town of Groton Wage and Classification schedule as shown in Appendix B of this Warrant, or to take any other action relative thereto.

SELECT BOARD TOWN MANAGER

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

Summary: *The purpose of this Article is to set the wage and classification schedule for the three (3) employees covered by the Personnel Bylaw. Under the policy of the Select Board, these employees receive the same benefits as contained in the Town Supervisors' Union Contract. These employees will receive a two (2) percent cost of living adjustment in Fiscal Year 2020.*

Mover: Joshua Degen

MOTION: I move that the Town of Groton Wage and Classification Schedule be amended and adopted for Fiscal Year 2020 as printed in Appendix B of the Warrant for the 2019 Spring Town Meeting.

Moved and Seconded

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

ARTICLE 4: FISCAL YEAR 2020 ANNUAL OPERATING BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money as may be necessary to defray the expenses of the Town for the next fiscal year (2020), and act upon the budget of the Finance Committee, or to take any other action relative thereto.

**FINANCE COMMITTEE
SELECT BOARD
TOWN MANAGER**

Select Board: Recommended (3 In Favor, 2 Against – Degen, Pine)
Finance Committee: Recommended Unanimously

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

MOTION 1: GENERAL GOVERNMENT

Mover: Gary Green

MOTION: I move that Two Million Eighty Six Thousand One Hundred and Three Dollars (\$2,086,103) be hereby appropriated for General Government as represented by lines 1000 through 1182 in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$15,126 be transferred from the Excess and Deficiency Fund (Free Cash) and the sum of \$2,070,977 be raised from the Fiscal Year 2020 Tax Levy and other general revenues of the Town.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- Discussion centered on the Groton-Dunstable Regional School District's use of \$308,000 in Excess and Deficiency Funds to fund part of the District's budget. This use of "one-time" funds for operating expense did result in a lower assessment in FY2020 to the Groton and Dunstable municipalities, but depletes the District's E&D account.
- Mr. Degen favored the District not to use those finds, but rather that the Town ask for an override. He believes a large override will be necessary in FY2021 to fund the District's assessment. He would rather have two smaller overrides (in FY2020 and FY2021) than one larger (in FY2021).

- Mr. Robertson and Mr. Green presented a counter argument that any potential override in FY2021 is an unknown quantity right now. There appears to be a major financial challenge with this issue in FY2021, but there may be other ways to address it. They were in favor of the budget as proposed.

MOTION to Move the Question

Moved and Seconded

Quantum: 2/3rds Majority

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

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

+++++

MOTION 2: LAND USE DEPARTMENTS

Mover: Lorraine Leonard

MOTION: I move that Four Hundred Fifty Thousand Three Hundred Sixty One Dollars (\$450,361) be hereby appropriated for Land Use Departments as represented by lines 1200 through 1281 in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$4,386 be transferred from the Excess and Deficiency Fund (Free Cash) and the sum of \$445,975 be raised from the Fiscal Year 2020 Tax Levy and other general revenues of the Town.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 2: Passed by Majority Vote

+++++

MOTION 3: PROTECTION OF PERSONS & PROPERTY

Mover: Scott Whitefield

MOTION: I move that Four Million, Three Hundred Fifty Eight Thousand Forty One Dollars (\$4,358,041) be appropriated for Protection of Persons and Property as represented by lines 1300 through 1372 in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$5,597 be transferred from the Excess and Deficiency Fund (Free Cash), the sum of \$300,000 be appropriated from Fire & Emergency Medical Services Emergency Medical Services Receipts Reserved and the sum of \$4,052,444 be raised from the Fiscal Year 2020 Tax Levy and other general revenues of the Town.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Ms. Pine spoke in opposition to this section of the budget due to the inclusion of two new firefighters, citing that the Department has gone from 5 members to 9 members in less than a year. The recent report of the Fire Department Study Task Force argued against the addition of members because it believed the benefits of 24 x 7 coverage were not justified by the expense. Ms. Pine stated that the Groton EMS level allowed Basic Life Support, but that Advanced Life Support is needed from other communities, even if 24 x 7 support was available.

- Mr. Giger wanted to be sure that it was known that Groton EMS will respond to ALS calls. BLS services often make a big difference if applied in a timely manner before ALS arrives. Mr. Giger encouraged members to follow the guidance of the fire chief.
- Further discussion that adding members to the fire department was not about moving away from the call firefighter model. Nationwide, Call Departments have been having a hard time with adequate staffing. Groton is seeing the same trend. Call members have day jobs and are feeling increased pressures trying to maintain and respond to off-hours fire calls. With fewer call members, more burden is placed on those who remain. Adding full time embers relieves some of the pressure and helps improve response times. It helps the force stabilize.
- Chief McCurdy thanked all the call firefighters on the department. He stated that in his years of service, he has seen other departments undergo similar changes. He stated this is not about the numbers, but about managing a number of issues that, if not addressed, would likely result in crisis.

MOTION to Move the Question

Moved and Seconded

Quantum: 2/3rds Majority

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

Vote on Article 4 – Motion 3: Passed by Majority Vote

+++++

MOTION 4: SCHOOLS

Mover: Bud Robertson

a.) Nashoba Valley Regional Technical High School

MOTION: I move that the sum of Seven Hundred Twenty-Eight Thousand Eight Hundred and Two Dollars (\$728,802) be raised and appropriated from the Fiscal Year 2020 Tax Levy and other general revenues of the Town for the Nashoba Valley Regional Technical High School as represented by line 1400 in Appendix A of the Warrant.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

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

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b.) Groton Dunstable Regional School District

Mover: Bud Robertson

MOTION A: I move that the sum of Twenty-Two Million, Sixty-Three Thousand, Two Hundred Fifty-Six Dollars (\$22,063,256) be hereby raised and appropriated from the Fiscal Year 2020 Tax Levy and other general revenues of the Town for the Groton Dunstable Regional School District as represented by lines 1410 through 1413 as shown in Appendix A of the Warrant.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

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

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MOTION B: I move that the sum of Four Hundred Seventy-Nine Thousand Twelve Dollars (\$479,012) be hereby transferred from the Groton Dunstable Regional School District Capital Stabilization Fund to the Groton Dunstable Regional School District to pay for the capital assessment from said School District as represented by line 1414 in Appendix A of the Warrant.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 4 b.) B: Passed by Majority Vote

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MOTION 5: DEPARTMENT OF PUBLIC WORKS

Mover: David Manugian

MOTION: I move that Two Million Two Hundred Thirty Seven Thousand Seven Hundred Twenty Two Dollars (\$2,237,722) be hereby appropriated for the Department of Public Works as represented by lines 1500 through 1561 as shown in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, \$3,988 be transferred from the Excess and Deficiency Fund (Free Cash) and \$2,233,734 be raised from the Fiscal Year 2020 Tax Levy and other general revenues of the Town.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 5: Passed by Unanimous Vote

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MOTION 6: LIBRARY AND CITIZEN'S SERVICES

Mover: Art Prest

MOTION: I move that the sum of One Million Six Hundred Seventy Four Thousand Five Hundred Seventy Two Dollars (\$1,674,572) be hereby appropriated for Library and Citizen's Services as represented by lines 1600 through 1703 as shown in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$4,046 be transferred from the Excess and Deficiency Fund (Free Cash) and \$1,670,526 be raised from the Fiscal Year 2020 Tax Levy and other general revenues of the Town

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 6: Passed by Unanimous Vote

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MOTION 7: DEBT SERVICE

Mover: Bud Robertson

MOTION: I move that One Million Six Hundred and Seven Thousand Two Hundred Fifty Nine Dollars (\$1,607,259) be hereby appropriated for Debt Service as represented by lines 2000 through 2007 in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation the sum of \$98,714 be transferred from the Excess and

Deficiency Fund (Free Cash) and the sum of \$1,508,545 be raised from the Fiscal Year 2020 Tax Levy and other general revenues of the Town.

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: Lorraine Leonard

MOTION: I move that the sum of Four Million Thirty-Six Thousand One Hundred Six Dollars (\$4,036,106) be raised and appropriated for Employee Benefits as represented by lines 3000 through 3012 in Appendix A of the Warrant; 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 8: Passed by Unanimous Vote

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MOTION 9: WATER ENTERPRISE

Mover: David Manugian

MOTION: I move that One Million Two Hundred Sixty Two Thousand Two Hundred Nineteen Dollars (\$1,262,219) be appropriated to be spent by the Groton Water Commission to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town of the Groton Water Enterprise Fund as represented in the Water Enterprise Budget in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted.; and to meet this appropriation, the sum of \$75,000 be hereby transferred from the Water Enterprise Excess and Deficiency Fund, the sum of \$1,036,977 be appropriated from Water Rates and Fees and the sum of \$150,242 in the Town's General Fund Operating Budget be raised and appropriated to be allocated to the Water Enterprise for Fiscal Year 2020.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

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 Seven Hundred Twenty Five Thousand Four Hundred and Eight Dollars (\$725,408) be hereby appropriated for the Groton Sewer Commission to expend to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town for the Groton Sewer Enterprise Fund as represented in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$71,518 be hereby transferred from Sewer Enterprise Excess and

Deficiency, the sum of \$626,273 be appropriated from Sewer Rates and Fees and, and the sum of \$27,617 be raised and appropriated in the General Fund Operating Budget to be allocated to the Sewer Enterprise for Fiscal Year 2020..

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 10: Passed by Unanimous Vote

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MOTION 11: LOCAL ACCESS CABLE ENTERPRISE

Mover: Colby Doody

MOTION: I move that Two Hundred Eleven Thousand Seven Hundred Seventy Six Dollars (\$211,776) be hereby appropriated to be spent by the Cable Access Commission to defray all operating expenses and any reimbursements to the Town of the Local Access Cable Enterprise Fund as shown in Appendix A of the Warrant report; each line item to be considered as a separate appropriation for the purposes voted. and to meet this appropriation, the sum of \$153,347 be appropriated from Local Access Cable Fees and the sum of \$58,429 be raised and appropriated in the General Fund Operating Budget to be allocated to the Local Access Cable Enterprise for Fiscal Year 2020.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

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 amount of \$20,618 be appropriated for a Fiscal Year 2020 Budget for the Four Corners Sewer Enterprise as shown in Appendix A of the Warrant report

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: Scott Whitefield

MOTION: I move that the income from sales of electricity to private customers or for electricity supplied to municipal buildings, together with receipts from jobbing accounts, be appropriated for the Groton Electric Light Department, the whole to be expended by the Manager of the Groton Electric Light Department under the direction and control of the Groton Board of Electric Light Commissioners, for expenses of the Department for Fiscal Year 2020, as defined in Section 57 of Chapter 164 of the Mass. General Laws, and that, if said sum and said income shall exceed said expense for said year, such excess shall be transferred to the construction fund of said plant and appropriated and used for such additions thereto as may thereafter be authorized by the Groton Board of Electric Light Commissioners.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 4 – Motion 13: Passed by Unanimous Vote

ARTICLE 5: APPROPRIATE FY 2020 CONTRIBUTION TO THE OPEB TRUST

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

**SELECT BOARD
TOWN MANAGER**

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *The purpose of this article is to fund the Town's OPEB Liability. The Select Board and Finance Committee have adopted a funding policy for this purpose. One of the funding goals is to commit to an annual appropriation to the Trust that would keep the Net Present Value Liability from growing until such time as the Town can begin to pay down the liability. In Fiscal Year 2020, the anticipated amount necessary for this purpose is estimated to be \$169,000. This Article will seek an appropriation of \$169,000 from Free Cash to add to the OPEB Liability Trust Fund.*

Mover: Joshua Degen

MOTION: I move that the Town vote to transfer from the Excess and Deficiency Fund (Free Cash) the sum of \$169,000, to be expended by the Town Manager, to be added to the Other Post-Employment Benefits Liability Trust Fund as authorized by Massachusetts General Laws, Chapter 32B, Section 20.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 5: Passed by Unanimous Vote

ARTICLE 6: FISCAL YEAR 2020 CAPITAL BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager, for the purpose of funding the Fiscal Year 2020 Capital Budget, or to take another other action relative thereto.

TOWN MANAGER

Summary: *The following is the proposed Town Manager's Capital Budget for Fiscal Year 2020:*

Item #1 – Engine 3 Replacement **\$140,875** **Fire/EMS**

Summary: *The Fire Chief has instituted an equipment replacement program to improve the equipment of the Department, while reducing the overall fleet. The second major reduction in the fleet will occur with the replacement of Engine 3 and Rescue 1. Like the Ladder and Engine 2 replacement last year, a truck can be designed to meet the multi-role aspect of today and tomorrow's fire service. At a cost today of \$650,000 the rescue-pumps of the future allow multi-role capability that will work equally well at fighting fires, but also be able to carry the equipment seen on a conventional rescue truck. The replacement of these two trucks separately would cost \$875,000 or more yielding a significant savings in capital costs. It is proposed that the Town borrow the funds required for FY 2020 through the Commonwealth's State House Notes method and pay off the debt over five years.*

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

Item #2 – Service 1 Replacement **\$60,000** **Fire/EMS**

Summary: *The service truck is used by the duty staff to answer lower priority calls during the day and night hours. By utilizing the service truck, it saves the number of times that larger apparatus need to respond to emergencies. Having a couple of smaller vehicles ultimately prolongs the life of front line apparatus thus saving maintenance and replacement costs.*

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

Item #3 – Rubber Tire Excavator **\$140,000** **Highway**

Summary: *This type machine will allow the DPW to work in the street with better visibility for the workers in and around the work site. It will be the primary machine doing any road excavation and will take up less of the travel lane compared to a traditional backhoe. It will also be equipped with a mower head and be one of the primary mowers on the road that can reach back and clear and trim the road side. GELD will also contribute to the cost of the machine. The Town is purchasing one machine instead of two, backhoe and mower, to keep costs down compared to two different machines thereby saving on insurance and maintenance.*

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

Item #4 – Dump Truck **\$40,000** **Highway**

Summary: At the 2018 Spring Town Meeting, the Meeting authorized the acquisition of a new Dump Truck for the Highway Department by borrowing the necessary funds (\$185,000) through the Commonwealth's State House Notes method and pay off the debt over five years. This will be the second of five payments for the Dump Truck.

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #5 – IT Infrastructure

\$40,000

Town Facilities

Summary: This item in the Capital Budget was established eight years ago and has been very successful. In Fiscal Year 2020, the following items will be purchased/upgraded with this allocation: Ten (10) new computers; replace aging servers and storage arrays with newer equipment; investment to expand the network and keep equipment and maintenance costs current; and network switch upgrades and increased wireless coverage.

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #6 – 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 has appropriated \$60,000 in each of the last two Fiscal Years for this purpose. In an effort to continue to update and improve the facility, the Chief of Police has requested an additional appropriation of \$60,000 in FY 2020. It is 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.

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #7 – 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.'

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #8 – Paint Police Station/Roof Repairs

\$20,000

Town Facilities

Summary: The Police Station was painted seven years ago. It is scheduled to be repainted in Fiscal Year 2020. This will help maintain the building and add to its longevity. In addition, the roof of the building will need to be repaired as it is coming up on 25 years since it was first constructed.

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

Item #9 – Tractor Trailer Unit	\$40,000	Transfer Station
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Summary: *At the 2018 Spring Town Meeting, the Meeting authorized the acquisition of a new Tractor Trailer Unit for the Transfer Station by borrowing the necessary funds (\$160,000) through the Commonwealth's State House Notes method and pay off the debt over four years. This will be the second of four payments for the Unit.*

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

Item #10 – Police Cruisers	\$109,845	Police Department
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Summary: *Purchase of two police cruisers and related equipment to replace 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.*

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

Item #11 – Pool Improvements	\$15,000	Country Club
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Summary: *The pool area will require a number of new items in Fiscal Year 2020: Diving Board, repainting of pool, repairs to the deck, Slide, Filter Housing, Playground, Spray Pad.*

Select Board: *Recommended (3 In Favor, 2 Deferred – Manugian, Degen)*
Finance Committee: *Recommended Unanimously*

Item #12 – Cart Path Improvements	\$10,000	Country Club
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Summary: *Most of the existing golf carts paths are in terrible shape and need to be graded, repaired and repaved to ensure safe access to the course.*

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

Item #13 – Triplex – Greens Mower	\$5,100	Country Club
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Summary: The Country Club owns two triplex mowers. Three 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 fourth of five payments for a total cost of \$25,500.

Select Board: *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 \$650,000, to be expended by the Town Manager, to purchase and equip a new Engine 3 for the Fire Department, and all costs associated and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, be authorized to borrow the sum of \$650,000 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 \$140,875 be transferred from the Emergency Medical Services Receipts Reserved for Appropriation to pay costs of debt service on the borrowing authorized by this vote that will be payable in Fiscal Year 2020, 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: 2/3rds Majority

Vote on Article 6 – Motion A: Passed by Unanimous Vote

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MOTION B: I move that the Town vote to transfer the sum of \$60,000 from the Emergency Medical Services Receipts Reserved for Appropriation and to transfer the sum of \$504,945 from the Capital Stabilization Fund, for a total sum of \$564,945, to be expended by the Town Manager, for the following capital items:

<u>Item</u>	<u>Amount</u>	<u>Department</u>
Service 1 Replacement	\$ 60,000	Fire/EMS
Rubber Tire Excavator	\$140,000	Highway
Dump Truck	\$ 40,000	Highway
IT Infrastructure	\$ 40,000	Town Facilities
Dispatch Center Upgrade	\$ 60,000	Town Facilities
Municipal Building Repairs	\$ 25,000	Town Facilities
Police Station Improvements	\$ 20,000	Town Facilities
Tractor Trailer Unit	\$ 40,000	Transfer Station
Police Cruisers	\$109,845	Police Department
Pool Improvements	\$ 15,000	Country Club
Cart Path Improvements	\$ 10,000	Country Club
Triplex – Greens Mower	<u>\$ 5,100</u>	Country Club

Total \$564,945

Moved and Seconded

Quantum of Town Meeting Vote: 2/3rds Majority

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

ARTICLE 7: RENOVATION & UPGRADE – DPW FACILITIES

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2019 and thereafter, for the purpose of reconstructing, equipping, furnishing and new construction to upgrade the Department of Public Works Facilities and all other costs associated and related thereto, including construction administration, on the site of the existing Department of Public Work Facilities located at 600 Cow Pond Brook Road, 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, or to take any other action relative thereto.

**TOWN MANAGER
PUBLIC WORKS BUILDING COMMITTEE**

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

Finance Committee: Recommended (5 In Favor, 2 Against – Colby, Green)

Summary: *The 2018 Fall Town Meeting appropriated funding to design and put out to bid improvements to the current DPW Facility, as well as, new construction to meet the needs of our Public Works Department. Since funding was approved, the Town Manager appointed a Building Committee to assist in the design and oversight of the proposed improvements. The final construction documents have been advertised for bid, with bids due prior to Town Meeting. A full presentation of costs and tax impact will be made to the 2019 Spring Town Meeting. If approved, this article would be contingent on a debt exclusion vote at the Annual Town Election on May 21, 2019.*

Mover: John Giger

MOTION I move that the Town vote to appropriate the sum of \$4,620,250, to be expended by the Town Manager in Fiscal Year 2019 and thereafter, for the purpose of reconstructing, equipping, furnishing and new construction to upgrade the Department of Public Works Facilities and all other costs associated and related thereto, including construction administration, on the site of the existing Department of Public Work Facilities located at 600 Cow Pond Brook Road, Groton, MA; and that to meet this appropriation, the Treasurer, with the approval of the Select Board, be authorized to borrow

the sum of \$4,620,250 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(k) and Section 21C(m).

Moved and Seconded

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

Discussion:

- A presentation was made by Tom Delaney, Greg Yanchenko and Mark Haddad about the need for the new facilities, the proposal and the finances of the project.
- There were many general questions from the town meeting attendees about specifics of the project.

MOTION to Move the Question

Moved and Seconded

Quantum: 2/3rds Majority

Vote on the Motion to Move the Question: Passed by Unanimous Vote

VOTE on Article 7 – Main Motion: Passed by 2/3rds Majority. 7 voters did not contest the ruling of the Moderator.

MOTION to Adjourn to May 6, 2019 at 7:00 PM at the Groton-Dunstable Middle School Performing Arts Center.

Moved and Seconded

Vote on Motion to Adjourn: Passed by Unanimous Vote

The first session of the Spring 2019 Town Meeting was adjourned at 9:50 PM on April 29.

The First Adjourned Session of the Spring 2019 Town Meeting was called to order at 7:00 PM on May 6, 2019. 190 voters attended the session.

ARTICLE 8: LIBRARY ROOF

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 Groton Board of Library Trustees in Fiscal Year 2019 and thereafter, for the purpose of reconstructing, repairing and replacing the roof on the Groton Public Library and all other costs associated and related

thereto, including construction administration, on the Groton Public Library located at 99 Main Street, Groton, MA; and to authorize the Groton Board of Library Trustees 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, 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: *Similar to the previous Article, the 2018 Fall Town Meeting appropriated funds to design and put out to bid a project that would provide for a new roof and various improvements at the Groton Public Library. Since design funding was provided, the Board of Library Trustees have been working with their hired consultant to determine the best options for these improvements. The final construction documents have been advertised for bid, with bids due prior to Town Meeting. A full presentation of costs and tax impact will be made to the 2019 Spring Town Meeting. If approved, this article would be contingent on a debt exclusion vote at the Annual Town Election on May 21, 2019.*

[Town Clerk Note: With no objections, the Chair postponed consideration of Article 8 until after Article 12]

Mover: David Zeiler

MOTION: I move that the Town vote to appropriate the sum of \$1,131,041, to be expended by the Groton Board of Library Trustees in Fiscal Year 2019 and thereafter, for the purpose of reconstructing, repairing and replacing the roof on the Groton Public Library and all other costs associated and related thereto, including construction administration, on the Groton Public Library located at 99 Main Street, Groton, MA; and that to meet this appropriation, the Treasurer, with the approval of the Select Board, be authorized to borrow the sum of \$1,131,041 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 Groton Board of Library Trustees 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(k) and Section 21C(m)..

Moved and Seconded

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

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

ARTICLE 9: INCREASE LOCAL ROOM OCCUPANCY EXCISE

To see if the Town will vote to increase the local room occupancy excise pursuant to Massachusetts General Laws, Chapter 64G, §3A from three (3%) percent to six (6%), said rate to take effect on or after July 1, 2020, or to take any other action relative thereto.

SELECT BOARD

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *The 2018 Spring Town Meeting accepted Massachusetts General Law, Chapter 64G, §3A which authorized the Department of Revenue to 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. Town Meeting set the rate at three (3%) percent in the first year (effective July 1, 2019). The Select Board intended to return to Town Meeting and request that the tax be increased to six (6%) percent in the second year (effective July 1, 2020), which is the maximum rate that communities may impose. The purpose of this Article is to request that the rate be increased to the maximum rate effective on July 1, 2020.*

Mover: Alison Manugian

MOTION: I move that the Town vote to increase the local room occupancy excise pursuant to Massachusetts General Laws, Chapter 64G, §3A from three (3%) percent to six (6%), said rate to take effect on or after July 1, 2020.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 9 – Main Motion: Passed by Majority Vote

ARTICLE 10: PETITION LEGISLATURE TO ESTABLISH A TICKET TAX IN GROTON

To see if the Town will vote to authorize the Select Board to petition the General Court to enact legislation that would authorize the Town of Groton to collect a tax in an amount to be set by the Select Board but not to exceed 5% on purchases of tickets for admission to any live performance or event in Venues located in the Town of Groton, which legislation shall be substantially in the form below, and to authorize the Select Board to approve amendments to the bill before enactment by the General Court which shall be within the scope of the general public objectives of the petition, or to take any other action relative thereto

Authorization for the Town of Groton to Impose and Collect a Tax on the Admission Charge for Certain Events Open to the Public in the Town of Groton

Section 1: The following definitions shall apply

“Admission or Admissions” means the charge levied by any Venue located in the Town of Groton and paid by a person to gain entrance to any performance or event at such a Venue. Admissions includes,

but is not limited to, charges for season tickets, ticket packages and cover charges. Admissions does not include any charge levied for parking.

“Event” means a performance by paid professionals in a venue with a capacity of two hundred (200) or more, giving a live performance within their professional field.

“Venue” means any facility within the Town of Groton which holds any live performance or event, with a capacity of two hundred (200) or more.

“Person” means, but is not limited to, an individual, group, corporate entity, or other legally-defined entity.

“Vendor” means any facility that is a Venue.

Section 2: Establishment and Imposition of Tax

Notwithstanding any law to the contrary, for the purpose of providing revenue for operational costs of the Town of Groton, there is hereby levied upon persons purchasing admission, and shall be paid and collected, an admissions tax of an amount to be set by the Select Board but not to exceed five percent (5%) on the amounts persons pay as admission to any Venue. The tax shall apply to every admission at such Venue for any performance, or event in which a fee is charged to a person and collected by a Vendor.

Section 3: Intended Use

All revenues received by the Town from the admissions tax levied pursuant to Section 2 shall be designated for the purpose of supporting the operational budget, including municipal and schools, of the Town of Groton.

The full amount of the revenue collected by the Town from the admissions tax shall be allocated to the general fund and subject to appropriation and approval by the Groton Town Meeting. The Select Board of the Town of Groton is authorized to set the amount of the tax in an amount up to and including five percent (5%) but not any percentage beyond 5% and is authorized to adopt rules and regulations regarding the manner of collection of the tax authorized by Section 2.

Section 4: Effective Date

The tax levied and imposed pursuant to the provisions of this chapter shall apply to any and all performances or events taking place on and after July 1, 2020.

Section 5: Collection and Remittance

Said Vendor shall on or before the twentieth day of the month following the end of each quarter (January, April, July and October) make and file a return for the preceding quarter, on forms prescribed by the Town Manager of the Town of Groton, showing the receipts from admissions charged, the amount of tax Vendor collected from persons purchasing such admissions, showing the amount due from the Vendor to the Town of Groton for the period covered by the return and such other information as the Town Manager deems necessary for the proper administration of the tax. The return shall be signed by the Vendor or an authorized agent thereof. Returns shall be filed by mailing or hand delivery

to the Office of the Town Manager together with payment to the Town Treasurer in the amount of tax shown to have been collected by Vendor and due thereon. Failure to timely file and pay shall result in the assessment of a penalty of ten (10%) of the tax owed for that period. The Town Manager may for good cause extend the time for making and filing returns. Additionally, the Town Manager, if it is deemed necessary in order to ensure the payment of the tax imposed by this chapter, may require returns and payment to be made for other than quarterly periods.

Section 6: This act shall take effect upon its passage.

SELECT BOARD

Select Board: *(2 In Favor – Degen, Manugian, 3 Against – Pease, Pine, Giger)*

Finance Committee: *Not Recommended (5 Against, 1 In Favor – Leonard, 1 No Position – Prest)*

Summary: *The purpose of this article is to impose a ticket tax of an amount up to and including five (5%) percent on persons paying for all tickets sold for admission to any live performance or event in Venues located in the Town of Groton. The implementation of this tax will be borne by the end user and should not have a negative financial impact on the Venues to which this tax is imposed.*

Mover: Alison Manugian

MOTION: I move that the Town vote to authorize the Select Board to petition the General Court to enact legislation that would authorize the Town of Groton to collect a tax in an amount to be set by the Select Board but not to exceed 5% on purchases of tickets for admission to any live performance or event in Venues located in the Town of Groton, which legislation shall be substantially in the form as set forth in the Warrant for the 2019 Spring Town Meeting, and to authorize the Select Board to approve amendments to the bill before enactment by the General Court which shall be within the scope of the general public objectives of the petition.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Representative Sheila Harrington spoke as the main opponent of this article. Her points included:
 - Impression is that impetus for the ticket tax in Groton is Indian Hill.
 - Feedback from her conversations with the House Ways and Means and the Revenue Committees indicated that, if submitted, it would not make it out of Committee; that taxing non-profit organizations is against the social policy agenda of the state house.
 - Her conversation with Senator Kennedy informed that the Massachusetts Constitution states municipalities cannot institute new taxes. Even if this did pass the legislature, the sales tax would go to the Commissioner of Revenue, not to the town.
 - Ms. Harrington opposes the article.
- The Finance Committee did not recommend this article because not enough information was available.
- Ms. Manugian stated that the tax was not targeted at Indian Hill, and that it could be considered a local excise tax. She recommends the article be supported.
- Audience comment - even if it would not pass the legislature, it should be voted at town meeting so that the issue of non-profit support is raised.

- Mr. Haddad stated that this article is being presented so that it can go to the legislature.
- Ms. Pine thought it was fair to explore ways the Indian Hill could fund services provided by the town, but opposes the ticket tax.
- Mr. Lyman argued this was a waste of time given Ms. Harrington's report.
- Mr. Sheldon urged the Select Board to "re-think" about the relationship with Indian Hill to be more positive for both.
- Ms. Fiorentino, CEO of Indian Hill and Groton resident, stated that Indian Hill is thrilled to be coming to Groton wanted a positive relationship. She mentioned that Indian Hill will be paying for police details related to its events (mentioned earlier in audience discussion). Once operational, they will discuss PILOT payments with the town. The organization opposes the ticket tax because it taxes non-profit organizations and sets a precedent.
- Ms. Jennings argued that the meeting shouldn't send this proposal to the legislature if it isn't well thought out. She also asked if the town was ready for the implications of the tax by having thought out the operations of assessing and collecting the taxes. She thought the town shouldn't discourage non-profit organizations.

MOTION to MOVE the Question

Moved and Seconded

Quantum: 2/3rds Majority

Vote on the Question to Move the Question: Passed Unanimously

VOTE on Article 10- Main Motion: Defeated

ARTICLE 11: 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

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Community Preservation Committee: *Recommended Unanimously*

Summary: *This is an accounting procedure that is necessary to ensure the Community Preservation Committee will have access to the funds raised during Fiscal Year 2020. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting. The following chart shows the current balances in each Reserve, and what the balance will be when these funds are transferred into those accounts:*

<u>Funding Account</u>		<u>Current Balance</u>	<u>Balance After FY 2020 Appropriation*</u>
Open Space Reserve	\$	29,963	\$ 103,763
Historic Resource Reserve	\$	31,917	\$ 105,717
Community Housing Reserve	\$	495,142	\$ 568,942
Unallocated Reserve	\$	266,859	\$ 783,459

*This is the amount of funding available to fund various projects presented in Article 12 and to pay Surrenden Farm Debt Service.

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 current accounts and balances in each of the CPC

VOTE on Article 11 – Main Motion: Passed by Majority Vote

ARTICLE 12: 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 2020, and vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, and by authorizing the Select Board, with the approval of the Community Preservation Committee, to acquire, by purchase, gift or eminent domain, such real property interests in the name of the Town, or enforceable by the Town, including real property interests in the form of permanent affordable housing restrictions and historical preservation restrictions that will meet the requirements of Chapter 184 of the General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC Proposal A: Housing Coordinator FY20

\$48,882

Summary: *The Town established the position of Housing Coordinator in 2009, with the salary being paid out of the Community Preservation Administrative Account. Five 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 has approved this for the last five years. This will be the sixth year that this position will be funded in this manner.*

Select Board: 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 \$48,882 from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2020-12 "Affordable Housing Coordinator".

Moved and Seconded

Quantum of Town Meeting Vote: Majority

VOTE on Article 12- Motion 1: Passed by Majority Vote

+++++

CPC Proposal B: Historic Volumes Storage Cabinet

\$5,627

Summary: *This request is to make a one-time purchase of a lockable fire-resistant storage cabinet to store the recently preserved historic volumes of the Town. From 2005 to 2011, the CPC allocated CPA funds to restore approximately 100 historic volumes, which are securely stored in the Town Clerk's vault. These volumes occupy approximately 50% of the space. The vault is out of capacity, and additional records are added on a continuous basis. The benefits of obtaining this cabinet would be increased secure storage capacity, dedicated storage for historic records, facilitated public access to the documents (under Clerk's Office supervision) and to free up space in the main vault.*

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Community Preservation Committee: Recommended Unanimously

MOTION 2: Historic Volumes Storage Cabinet

Mover: Robert DeGroot

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$5,627 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2020-02 "Historic Volumes Storage Cabinet".

Moved and Seconded

Quantum of Town Meeting Vote: Majority

VOTE on Article 12 – Motion 2: Passed by Unanimous Vote

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CPC Proposal C: Conservation Fund

\$100,000

Summary: *The Conservation Commission is requesting \$100,000 in CPA funds to be added to the Town's Conservation Fund to help preserve open space, protect water resources and wildlife habitat, and preserve land for agricultural, recreational, and forestry activities. The Conservation Fund allows the Town to move quickly in the event a priority parcel becomes available. The Commission's goal is to maintain an amount between \$750,000 and \$1,000,000 in the Conservation Fund. As of January 10, 2019, the Conservation Fund balance is \$657,338.*

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Community Preservation Committee: *Recommended Unanimously*

MOTION 3: Conservation Fund

Mover: Bruce Easom

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$3,763 from the Community Preservation Fund Open Space Reserve and to appropriate the sum of \$96,237 from the Community Preservation Fund Unallocated Reserve for a total of \$100,000 to fund Community Preservation Application 2020-03 "Conservation Fund".

Moved and Seconded

Quantum of Town Meeting Vote: **Majority**

VOTE on Article 12 – Motion 3: **Passed by Unanimous Vote**

+++++

CPC Proposal D: Fitch's Bridge Wall Repair

\$45,000

Summary: *This application is requesting funding to disassemble and rebuild the existing retaining wall on historic Fitch's Bridge where it is beginning to fail. The DPW will disassemble and repair the existing retaining wall on the bridge and rebuild using granite blocks obtained from an outside source. The bridge was restored using CPC funds but this portion of the project was not included at the time. The repairs are needed to protect the installed bridge from damage. All permitting will be done by the Town.*

Select Board: *Recommended (4 In Favor, 1 No Position – Degen)*

Finance Committee: *Recommended Unanimously*

Community Preservation Committee: *Recommended Unanimously*

MOTION 4: Fitch's Bridge Wall Repair

Mover: Timothy Siok

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$45,000 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2020-10 "Fitch's Bridge Wall Repair".

Moved and Seconded

Quantum of Town Meeting Vote: Majority
VOTE on Article 12 – Motion 4: Passed by Unanimous Vote

+++++

CPC Proposal E: 1893 Library Roof Preservation \$300,561

Summary: *The Board of Library Trustees submitted for CPA funding support for up to \$395,000 to preserve and protect Groton's beautiful and historic 1893 library building from ongoing ice dam issues and water infiltration under its current (original) slate roof. Building Envelope Scientists have studied all issues and recommend all new underlayments with ice and snow shield six feet up under the slate roof to fix the problem; but in order to do this, 20-25% or more of the original slate would have to be removed, and the National Park Service Historic Preservation Brief 29 recommends that if removing that much slate on a roof nearing the end of its life, it is best to replace the entire roof, as many of the slates would be damaged during reinstallation. A new roof would also necessitate replacement of supporting components of copper gutters, flashings, and downspouts. This project is being requested in conjunction with a FY 2020 Town Capital Project Request for \$1.125 million to redo both the 1893 building roof and drainage with the 1999 addition steep slope composite slate and low slope membrane roof and drainage systems, as the 1999 systems are all experiencing widespread failure, and have been for many years, resisting all attempts at repairs and solutions.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended Unanimously

MOTION 5: 1893 Library Roof Preservation Mover: Robert DeGroot

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$300,561 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2019-06 "1893 Library Roof Preservation".

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- Mr. Wilder presented an overview of the roof issues, and the scope of the project
- There was general audience discussion, questions and answers

MOTION to MOVE the Question

Moved and Seconded

Quantum: 2/3rds Majority

VOTE on MOTION to MOVE the Question: Passed by Unanimous Vote

VOTE on Article 12 – Motion 5: Passed by Unanimous Vote

ARTICLE 13: NASHOBA VALLEY TECH ROOF AND WINDOW PROJECT APPROVAL

To see if the Town will approve the Three Million, Seven Hundred Four Thousand, Six Hundred and Sixteen Dollars (\$3,704,616) borrowing authorized by the Nashoba Valley Technical High School District for the purpose of paying costs of the Replacement of Roofs, Windows, and Doors at Nashoba Valley Technical High School, 100 Littleton Road, Westford, MA 01886, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-five percent (55%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA, with a failure to vote approval being deemed a denial, or take any other action relative thereto.

NASHOBA VALLEY TECH SCHOOL COMMITTEE

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *The Nashoba Valley Technical High School Committee has requested that this Article be placed on the Warrant for the 2019 Spring Town Meeting. The School has been accepted into the Massachusetts School Building Authority's (MSBA) Accelerated Repair Program for roof and window replacement for the Nashoba Valley Technical High School located at 100 Littleton Road in Westford Massachusetts. A majority of the member Towns must vote to approve this project. Please note that should this project be approved, the debt service for this project will be apportioned among the member communities based on student population from each community in a given year. It is estimated that the debt on this project will be paid back in 20 years. In FY 2020, the Town of Groton's assessment for this project is estimated to be approximately \$37,000.*

Mover: Alison Manugian

MOTION: I move that the Town hereby approves the Three Million, Seven Hundred Four Thousand, Six Hundred and Sixteen Dollars (\$3,704,616) borrowing authorized by the Nashoba Valley Technical High School District, for the purpose of paying costs of the Replacement of Roofs, Windows, and Doors at Nashoba Valley Technical High School, 100 Littleton Road, Westford, MA 01886, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Committee; that the Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-five percent (55%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of borrowing authorized by the

District shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- \$37,000 annual impact to the town
- Must be approved by a majority of towns in the district

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

ARTICLE 14: 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, or to take any other action relative thereto.

SELECT BOARD

Select Board: Recommended (3 In Favor – 2 Against - Manugian, Degen)

Finance Committee: Recommended (6 In Favor, 1 Against – Prest)

Summary: *The 2018 Spring Town Meeting appropriated \$32,000 to operate the Prescott School and the 2018 Fall Town Meeting appropriated an additional \$30,000 for a total of \$62,000. 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 \$20,000 of the operational costs of the Prescott School by the third year of the lease. The \$62,000 was supposed to cover the Town's obligations over three (3) years, but the first-year costs have exceeded earlier estimates. The purpose of this Article is to appropriate the additional funding necessary to cover the Town's expenses over the life of the lease. It is estimated that this additional expense will be \$77,000.*

Mover: Rebecca Pine

MOTION: I move that the Town vote to transfer the sum of \$77,000 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 future fiscal years, 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:

- This funding is needed to show stability to potential renters.
- This is an old building. How much more will this cost over time. This is a "want" for the town, not a "need".

- This funding is for the town to meet its obligation under the lease with the Friends of Prescott. The funding is for maintenance items only; no capital improvements.
- There is a three year lease with the town, which began 6 months ago. The Friends of Prescott is helping the town keep the building by utilizing it, paying for basic utilities and a future payment to the town of \$20,000 in the third year of the lease.

MOTION to MOVE the Question

Moved and Seconded

Quantum: 2/3rds Majority

VOTE on MOTION to MOVE the Question: Passed by 2/3rds Majority

VOTE on Article 14 – Main Motion: Passed by Majority Vote. 7 voters did not contest the ruling of the Chair.

ARTICLE 15: PROVIDE FUNDING FOR ACCESSIBILITY IMPROVEMENTS

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2019, to implement the recommendations of the Americans with Disabilities Act (ADA) Self Evaluation and Transition Plan for Town Buildings and all costs associated and related thereto, pursuant to 28 CFR §35.150(d), prepared by the Northeast Independent Living Program, dated January 2019, or to take any other action relative thereto.

COMMISSION ON ACCESSIBILITY

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *The Commission on Accessibility worked with the Northeast Independent Living Program (NILP) in 2018 to update the Town's ADA Self Evaluation/Transition Plan originally prepared in 1996. The Commission and NILP evaluated ten Town-owned buildings. The study includes recommendations and deadlines for necessary improvements to bring the Town facilities into compliance with the Americans with Disabilities Act and Architectural Access Board Regulations, 521CMR. Improvements for accessibility are required at the Groton Country Club, Legion Hall, Lost Lake Fire Station, Police Station, Groton Public Library, Town Hall and the Transfer Station. (Please note that Prescott School, while requiring accessibility improvements, is not being dealt with until such time as a final renovation/reconstruction plan is determined for that building). The Commission is requesting \$60,000 to implement the plan and bring these buildings into ADA Compliance. The Self-Evaluation/Transition Plan and cost estimates are on file in the Town Clerk's office, the Land Use Department, and on the Town's website.*

Mover: Alison Manugian

MOTION: I move that the Town vote to transfer the sum of \$60,000 from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager in Fiscal Year 2019 and thereafter, to implement the recommendations of the Americans with Disabilities Act (ADA) Self Evaluation and Transition Plan for Town Buildings and all costs associated and related thereto, pursuant to 28 CFR §35.150(d), prepared by the Northeast Independent Living Program, dated January 2019.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- Commission on Accessibility voted unanimously to support this article
- Concern expressed that the expenses of this article attributed to the Country Club would not be covered by its revenue.

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

ARTICLE 16: MAINTENANCE OF JAMES BROOK

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 maintenance of James Brook as it impacts Broadmeadow Road, and all costs associated and related thereto, or to take any other action relative thereto.

SELECT BOARD

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *For the last several years, Broadmeadow Road has experienced a significant number of closings due to flooding on the Road because of drainage issues with James Brook. In an effort to improve the situation and allow for better drainage, the DPW Director has recommended to the Select Board that routine maintenance and partial dredging of the channels of James Brook be completed. This work will allow for the better flow of James Brook and reduce flooding of Broadmeadow Road. It is anticipated that this work will cost approximately \$50,000. A full report will be made to the 2019 Spring Town Meeting.*

Mover: John Giger

MOTION: I move that the Town vote to transfer the sum of \$50,000 from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the maintenance of James Brook as it impacts Broadmeadow Road, and all costs associated and related thereto.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- Q: Is this a “one-time” expense?
 - R: Likely would need to be done every 15-20 years. The alternative would be to rebuild the road above flood stage at a likely cost of “millions” due to the complexity of building in the flood area.
- This project is cleaning out existing brook channels. Permits would be required. No new channels are being built.

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

ARTICLE 17: AMEND GENERAL BYLAWS TO ADOPT THE STRETCH CODE

To see if the Town will vote to enact a new Chapter 168 of the Town of Groton General Bylaws, entitled “Stretch Energy Code” for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the Stretch Energy Code, including future editions, amendments or modifications thereto, with an effective date of January 1, 2020, as follows:

CHAPTER 168 – STRETCH ENERGY CODE

- §168-1 Definitions**
- §168-2 Purpose**
- §168-3 Applicability**
- §168-4 Stretch Code**

§168-1 Definitions

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

§168-2 Purpose

The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for new buildings.

§168-3 Applicability

This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 115.AA, as indicated.

§168-4 Stretch Code

The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into the Town of Groton General Bylaws, Chapter 168. The Stretch Code is enforceable by the inspector of buildings or building commissioner and effective as of January 1, 2020.

or to take any other action relative thereto.

SELECT BOARD

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

Summary: *The Select Board has voted to pursue a Green Community Designation for the Town of Groton. Seeking this designation will allow the Town to apply for State Grants that can pay for energy improvements in the many Town facilities. The first step in applying for this designation is the adoption of the so-called Stretch Energy Code that requires all new construction in the Town of Groton to meet various energy efficiencies. It's important to point out that additions or renovations to existing houses in Groton do not have to comply with this Code. Furthermore, the current edition of the Massachusetts Building Code has already incorporated many of the requirements in the Stretch Energy Code. A full presentation of the requirement of the Stretch Energy Code will be made at Town Meeting.*

Mover: Rebecca Pine

MOTION: I move that the Town vote to enact a new Chapter 168 of the Town of Groton General Bylaws, entitled "Stretch Energy Code" with an effective date of January 1, 2020, as printed in the Warrant.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- Ms. Pine presented a case as to why the meeting should accept this article
 - The Stretch Code applies to new construction only, not renovations or repairs
 - All surrounding towns except Dunstable are green communities
 - This is a first step to enable the town to apply for Green Communities Program grants
 - A green community is eligible for grants to reduce energy use on municipal buildings
- Mr. Hersh stated that Groton Electric Light Commission is opposed to this article
 - The bylaw requires that the town be enrolled in all future revisions of the stretch code
 - The town should be able to make a case-by-case decision

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

ARTICLE 18: AMEND ZONING BYLAW - §§218-4, 218-13, 218-25 AND 218-28
OFF-SITE OFF-STREET PARKING

To see if the Town will vote to amend Zoning By-Laws as follows:

1. Amend Section 218-4 by adding the definition of “Off-site Off-Street Parking” with new word definitions being incorporated into the existing text in order alphabetically with the existing word definitions, as follows:

Off-Site Off-Street Parking: Parking area on a lot for the benefit of and serving the parking needs of a use on a separate non-contiguous lot, subject to the provisions of Sections 218-25, 218-28, and 218-32.1

2. By amending Section 218-13 Schedule of Use Regulations, by adding a new line item 114 – Off-Site Off-Street Parking as stated below:

		RA	RB	NB	VB	GB	I	P	O
114	Off-Site Off-Street Parking	PB	PB	PB	PB	PB	PB	N	N

3. By amending Section 218-25, Site Plan Review by adding a new subsection 218-25(B)(2)(e) as follows:

218-25(B)(2)(e) Off-site Off-street Parking

4. By amending Chapter 218, by adding a new Section 218-28, entitled “Off-Site Off-Street Parking as follows:

Section 218-28 Off-site Off-Street Parking

A. Purpose

To provide relief and standards for properties that cannot provide or satisfy the off-street parking requirements on-site due to unique circumstances including but not limited to topography, lot size, lot shape, existing building placement, or an authorized change of use where off street parking can be secured off site on property under the same ownership or control in a manner that is compatible with the surrounding uses.

B. Applicability

A property owner or lessee, consistent with the applicable provisions herein, may petition for Off-site Off-street Parking on a non-contiguous property under their control and demonstrate the unique circumstances associated with their property for which parking cannot be provided on site. The petitioner must demonstrate the proposed parking will address the unique circumstance associated with satisfying off street parking on their property in a manner consistent with the character of its surroundings.

C. Standards/Conditions

- A locus plan showing the location of the proposed Off-site Off-street Parking in relation to the property being served with sufficient detail for the Planning Board to determine adequate proximity exists

- Lighting overspill, glare, headlights
- Visual Impact mitigation measures such as setbacks, landscaping, visual screening
- Noise
- Applications shall be subject to Section 218-25 Site Plan Review
- Applications shall be subject to Section 218-32.1 Special permit
- Parking layout and construction
- Circulation and traffic consideration
- Applicant must have controlling interest in both properties (ownership or leasehold)
- Special permit will run with the applicant unless the applicant owns both properties and records a deed restriction binding both lots to common ownership for the special permit to remain in force
- The use requiring the parking must be a permissible use (Y/SP) on the Off-site lot
- Use limited to parking of registered motor vehicles. Commercial vehicles over 7,500 pounds (curb weight) shall not be permitted. Storage of equipment, pods, trailers, shall not be permitted.
- Third party, paid parking is not permitted.
- Specify/limit number of spaces
- The provisions of this section may be used in conjunction with 218-23D Shared Parking

or to take any other action relative thereto.

PLANNING BOARD

Select Board: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: *Recommended (Six In Favor, 1 Abstention – Widmayer)*

Summary: *The proposed Zoning Bylaw amendment establishes Off-site Off-street Parking on a non-contiguous lot as a new use allowable by grant of a Special Permit by the Planning Board. The purpose of the amendment is to provide relief in certain cases where off-street parking space is not available on the lot where the principal structure is situated, and where the non-contiguous lot is under the applicant's control. Applications under this Zoning Bylaw amendment would be subject to the provisions of Site Plan Review and the Special Permit process.*

Mover: Russell Burke

MOTION: I move that Section 218-4 of the Code of the Town of Groton Zoning be hereby amended as printed in the Warrant.

Moved and Seconded

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

Planning Board Recommended to support this article.

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

ARTICLE 19: AMEND ZONING BYLAW – HOUSEKEEPING CHANGES

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

1. Amend §218-18.C(1)(d)[3] to correct a typographical error as follows:

§218-18.C(1)(d)[3] – correct typographical error:

Replace the word “massive” with the word “massing”.

2. By amending §§218-4, 218-20, and 218-27.B, Subsidized Elderly Housing; change to “Age Restricted Housing as follows:

§218-4 – Definitions – Change the term “Subsidized Elderly Housing” to “Age Restricted Housing”.

§218-20 – Schedule of Intensity Regulations - Change the reference to “subsidized elderly housing” in Note 1 to “age restricted housing”.

§218-27.B - Change the title of the section and all other references in the section, from “subsidized elderly housing” to “age restricted housing”.

or to take any other action relative thereto.

PLANNING BOARD

Select Board: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: *Recommended Unanimously*

Summary: *The purpose of this article is to make housekeeping updates to the Zoning Bylaw, Chapter 218 of the Town Code. The typographical error in Section 218-18.C(1)(d)[3] needs to be corrected in order to restore the original intent of the provision as it relates to the use of certain architectural design elements. Zoning provisions relative to housing for persons 55 years of age and older were adopted in 1982 under the name of “Subsidized Elderly Housing”. Replacing this term with “Age Restricted Housing” reflects changes in common nomenclature since the adoption of the provisions nearly four decades ago.*

Mover: Carolyn Perkins

MOTION: I move that the Town vote to amend the Code of the Town of Groton, Chapter 218, Zoning, as printed in the Warrant.

Moved and Seconded

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

Planning Board Recommended Unanimously to support this Article

VOTE on Article 19-Main Motion: Passed by Unanimous Vote

ARTICLE 20: AGREEMENT – FORESTRY ACTIVITIES

To see if the Town will vote to authorize the Town Manager, on behalf of the Conservation Commission and Water Commission, to enter into an agreement with an individual/individuals to conduct forestry activities on properties managed by the Conservation Commission and Water Commission for a term not to exceed ten (10) years, or to take any other action relative thereto.

CONSERVATION COMMISSION

Select Board: *Recommended Unanimously*

Finance Committee: *No Position*

Conservation Commission: *Recommended Unanimously*

Summary: *The Conservation Commission and Water Commission manage approximately 2,100 acres of Town-owned land of which 85% is classified as forested. In 2018, the Conservation Commission began a comprehensive evaluation of all its lands and defined 11 management areas consisting of blocks of adjacent parcels as well as lands recently or presently being managed (e.g., Surrenden Farms, Shattuck Homestead). In total, these management areas account for 75% of all lands under the custody of the Conservation Commission. A 10-year contract term will allow for continuity of management services between the Forester and the Town. A major goal the Commission seeks to accomplish during the term of this contract is to work with the Forester to create and implement stewardship management plans for each identified management area. The Forester shall provide watershed, forestry and vegetative management services in order to: 1) protect the forests from fire, insects, invasive plants, disease and vandalism; 2) improve the forest through cutting practices which favor the creation of the ideal watershed forest; 3) enhance wildlife habitat; 4) maintain forest aesthetics; and 5) provide a revenue source to fund land management initiatives.*

Mover: Peter Morrison

MOTION: I move that the Town Manager, on behalf of the Conservation Commission and Water Commission, be authorized to enter into an agreement with an individual/individuals to conduct forestry activities on properties managed by the Conservation Commission and Water Commission for a term not to exceed ten (10) years.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

VOTE on Article 20-Main Motion: Passed by Unanimous Vote

ARTICLE 21: AMEND BYLAWS – DISCHARGE OF WATER ONTO A PUBLIC WAY

To see if the Town will vote to amend the General Bylaws of the Town by creating a new Chapter 127 entitled “Discharge of Water Onto A Public Way” as follows:

CHAPTER 127 – DISCHARGE OF WATER ONTO A PUBLIC WAY

§127-1 Discharge Prohibited

Discharge of water onto a public way is prohibited. No person shall alter existing conditions as to allow, or cause, the man-made diversion or backup of water onto a public roadway or sidewalk of the Town, by pump, down spout, swale, grading of land, or any other method, so as to create a hazard to vehicle or pedestrian travel on such roadway or sidewalk.

§127-2 Violations

Whoever violates this Bylaw shall, within 30 days of receiving a notice of violation, take any and all corrective actions necessary to prevent future violations of this Bylaw, or submit to the Department of Public Works a plan of action to prevent future violations of this Bylaw.

§127-3 Enforcement

As an alternative to criminal prosecution, the Director of Public Works or any police officer of the Town may elect to enforce this Bylaw by utilizing the non-criminal disposition procedure set forth in M.G.L., c.40, §21D, as may be amended from time to time. The fine for each non-criminal violation shall be \$300 and each day or portion of a day on which a violation exists shall constitute a separate offense.

or to take any other action relative thereto.

DIRECTOR OF PUBLIC WORKS

Select Board: *Recommended Unanimously*

Finance Committee: *No Position*

Summary: *The purpose of this Article is to create a Bylaw that would prohibit the discharge of water from private property onto a public way. It would provide for the enforcement and ability to fine individuals who violate this proposed Bylaw.*

Mover: Alison Manugian

MOTION: I move that the General Bylaws of the Town be hereby amended by creating a new Chapter 127 entitled “Discharge of Water Onto A Public Way” as printed in the Warrant.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

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

ARTICLE 22: PETITION THE GENERAL COURT FOR ADDITIONAL LIQUOR LICENSES

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation increasing the number of liquor licenses available in the Town of Groton as follows:

Three (3) additional licenses for the sale of on premises all alcoholic beverages
Two (2) additional licenses for the sale of off premises all alcoholic beverages

And to authorize the General Court to make clerical and editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court, and the Select Board shall be authorized to approve amendments which shall be within the scope of the general public objectives of the petition, or to take any other action relative thereto.

TOWN MANAGER

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

Summary: *This article will request that the General Court increase the number of liquor licenses allowed under State Law in the Town of Groton. The Select Board's office has received several inquiries for additional licenses and the purpose of this article is to petition the Legislature for this increase in an effort to create more business opportunities in the Town of Groton.*

Mover: Barry Pease

MOTION: I move that the Town vote to authorize the Select Board to petition the General Court for special legislation increasing the number of liquor licenses available in the Town of Groton as follows: Three (3) additional licenses for the sale of on premises all alcoholic beverages; Two (2) additional licenses for the sale of off premises all alcoholic beverages. And to authorize the General Court to make clerical and editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court, and the Select Board shall be authorized to approve amendments which shall be within the scope of the general public objectives of the petition.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

VOTE on Article 22-Main Motion: Passed by Majority Vote

ARTICLE 23: AMEND CHAPTER 198 – STORMWATER MANAGEMENT

To see if the Town will vote to amend Chapter 198, Stormwater Management - Low Impact Development, of the Code of the Town of Groton, Section 198-14 Extension, by striking out the words "two years" and inserting in their place the words "three years," as follows:

§198-14. Extension.

A full or limited stormwater management permit shall be valid for three years from the date the permit is issued. The Committee may grant extensions for additional time upon written request for renewal no later than 30 days prior to expiration of the permit.

or to take any other action relative thereto.

EARTH REMOVAL STORMWATER ADVISORY COMMITTEE

Select Board: *Recommended Unanimously*

Finance Committee: *No Position*

Summary: *The Committee is proposing an amendment to the Stormwater Management By-law so permits lapse in three years rather than two years. If adopted, the three-year time period for Stormwater Permits will be consistent with Orders of Conditions issued by the Conservation Commission. Additionally, Chapter 40A, section 9, of MGL was amended in 2016 to extend the time within which a special permit may lapse from two years to not more than three years.*

Mover: Michelle Collette

MOTION: I move that Chapter 198, Stormwater Management - Low Impact Development, of the Code of the Town of Groton, Section 198-14 Extension, be hereby amended by striking out the words "two years" and inserting in their place the words "three years".

Moved and Seconded

Quantum of Town Meeting Vote: Majority

VOTE on Article 23-Main Motion: Passed by Unanimous Vote

ARTICLE 24: PETITION LEGISLATURE TO ESTABLISH AN UPDATED CHARTER

To see if the Town will vote to authorize the Select Board to petition the General Court to enact legislation that would establish an updated charter for the Town of Groton substantially in the form on file with the office of the Town Clerk and to authorize the General Court to make amendments thereto before enactment by the General Court which shall be within the scope of the general public objectives of this petition, subject to the approval of the Groton Select Board, or to take any other action relative thereto

SELECT BOARD

Select Board: *Recommendation Deferred Until Town Meeting*

Finance Committee: *No Position*

Summary: *The General Court was unable to enact before expiration of the 2017-2018 legislative session the Groton Home Rule Petition that updated our Charter. Originally voted upon by the Town in 2017, and then edited thereafter at the request of the General Court, that proposed legislation has been refiled for the new legislative session that started this year in 2019. This warrant article is submitted in case the General Court needs action upon this article in order to complete its work on the proposed charter update.*

Mover: Barry Pease

MOTION: I move that this Article be indefinitely postponed.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Article is not needed as the Charter is moving forward in the Legislature
- Current status of the Charter: Pending a Senate Floor vote and then goes to the House

VOTE on Article 24-Main Motion: Passed by Unanimous Vote

ARTICLE 25: CITIZENS' PETITION – TOWN CENTER OVERLAY DISTRICT

To see if the Town will vote to include the property situated at 11 Lowell Road which is shown on the Groton Assessors' Maps as Map 113 Block 11 and described in a deed recorded with the Middlesex South District Registry of Deeds in Book 71584, Page 410 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>
John B. Amaral	62 Flavell Road	Therese J. Keoseian	34 Flavell Road
Diane M. Amaral	62 Flavell Road	Mihran Keoseian	34 Flavell Road
Andrea L. Myette	69 School House Road	Gregg Yanchenko	61 Skyfields Drive
Peter C. Myette	69 School House Road	George Faircloth	61 Paquawket Path
Peter MacGregor	291 Old Ayer Road	Michelle Collette	43 Windmill Hill Road

Select Board: Recommended Unanimously

Finance Committee: No Position

Summary: The following summary was prepared by the petitioners and represents their view on the Article: *This article requests that voters approve the inclusion of the property known as 11 Lowell Road, aka The Water's House, in the Town Center Overlay District (TCOD). The property is zoned RA. The applicant is proposing to develop a mixed-use project consisting of residential, small retail/office and hospitality. The development will adhere to the purpose of the TCOD: "to promote a socially and economically vibrant town center by enabling civic, commercial and residential development that is consistent with the design guidelines for the district and with the Town's Comprehensive Master Plan". The plan will incorporate green space and landscaping similar to The Groton Inn, the abutting property.*

ARTICLE 25: CITIZENS' PETITION – OVERLAY DISTRICT

Mover: John Amaral

MOTION: I move that geographic limits of the Town Center Overlay District, Section 218-30.2 of the Groton Zoning By-Law be amended to include within the District boundaries the property situated at 11 Lowell Road which is shown on the Groton Assessors' Maps as Map 113 Block 11 and described in a deed recorded with the Middlesex South District Registry of Deeds in Book 71584, Page 410.

Moved and Seconded

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

Discussion:

- Planning Board Unanimous in support of this article

- Sewer Commission: There is sufficient capacity to meet the needs of this proposal

VOTE on Article 25-Main Motion: Passed by Unanimous Vote

ARTICLE 26: CITIZENS' PETITION – USE CONSERVATION LAND FOR DRAINAGE

To see if the Town will vote to authorize the Select Board and the Conservation Commission to enter into an agreement with the Reedy Meadow Estates Trust, by lease or otherwise, for use of a portion of Town of Groton Conservation property shown as Assessors Map 228, Parcel 59, for purposes of a drainage easement, said easement area being shown on a plan entitled "Overview Plan in Groton, MA, Reedy Meadow Estates, Date: February 4, 2019, revised February 18, 2019, prepared for Reedy Meadow LLC, Tyngsboro, Massachusetts, Prepared by Land Engineering & Environmental Services, Inc." on file in the Office of the Town Clerk; and to authorize the Select Board to petition the General Court for any legislation necessary therefore, or to take any other action relative thereto.

CITIZENS' PETITION

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Andrew George	13 Olivia Way	Scott Hepburn	14 Olivia Way
Angela George	13 Olivia Way	Joel Meiners	6 Olivia Way
Elizabeth Esielionis	3 Olivia Way	Brianne Harris	2 Olivia Way
Benjamin Kichen	3 Olivia Way	Jason Brown	2 Olivia Way
Kristina Csaplar	14 Olivia Way	Sandra McNabb	5 Olivia Way

Select Board: Recommended Unanimously

Finance Committee: No Position

Summary: The following summary was prepared by the petitioners and represents their view on the Article: *We the homeowners of Reedy Meadow Estates Trust are seeking a drainage easement onto Map 228, Parcel 59. We believe this drainage easement would address the following issues: 1. Continuous flooding impacting road access on Red Pepper Lane and Olivia Way; 2. Continuous pumping to alleviate flooding in basements, causing significant health and safety risks; 3. Ponding in back yards which lead to potential standing water health hazards; 4. Erosion damage to the central common area; 5. Availability of emergency vehicle access & commercial services to residents; 6. Allowing the excess overflow to be handled in an environmentally conscious and controlled manner. Since the flooding issues have arisen, we have been consulting with the Groton Earth Removal & Stormwater Advisory Committee, the Conservation Commission and the Planning Board to ensure that we are requesting the best possible action. We thank the town for their continued support.*

Mover: Andrew George

MOTION: I move that the Select Board and the Conservation Commission be authorized to enter into an agreement with the Reedy Meadow Estates Trust, by lease or otherwise, for use of a portion of Town of Groton Conservation property shown as Assessors Map 228, Parcel 59, for purposes of a drainage easement, said easement area being shown on a plan entitled "Overview Plan in Groton, MA, Reedy Meadow Estates, Date: February 4, 2019, revised February 18, 2019, prepared for Reedy Meadow LLC, Tyngsboro, Massachusetts, Prepared by Land Engineering & Environmental Services, Inc." on file in the Office of the Town Clerk; that the Town acting by and through the Select Board and/or the Conservation Commission be authorized to acquire by purchase, gift or eminent domain, in mitigation thereof the land and property shown of a plan entitled "Land Swap Plan, Red Pepper Lane,

Groton, Massachusetts, dated April 23, 2019, Prepared for Reedy Meadow LLC, Prepared by Land Engineering & Environmental Services” and that the Select Board be hereby authorized to petition the General Court for such legislation necessary therefore.

Moved and Seconded

Quantum of Town Meeting Vote: 2/3rds Majority

MOTION to Amend Article 26-Main Motion

Mover: Michelle Collette

I move to amend Article 26 by deleting the plan reference:

“Overview Plan in Groton, MA, Reedy Meadow Estates, Date: February 4, 2019, revised February 18, 2019, prepared for Reedy Meadow LLC, Tyngsboro, Massachusetts, Prepared by Land Engineering & Environmental Services, Inc.”

And by inserting in its place the plan reference:

“Easement Plan in Groton, Massachusetts, Olivia Way, Date: April 9, 2019, prepared for Reedy Meadow LLC, Tyngsboro, Massachusetts, Prepared by Land Engineering & Environmental Services, Inc.”

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- This article effects an exchange of land of equal or greater value to replace conservation land to be used as flood runoff, as required by the Massachusetts Constitution Article 97.
- The flood runoff is needed to alleviate flooding in the Olivia’s Way development.
- The amendment to the main motion is to update the plan of record
- Conservation Commission voted Majority Support of the April 23 plan
- Planning Board voted unanimous support of the citizen’s petition to effect drainage
- Earth Removal Stormwater Advisory Committee recommends approval of the citizen’s petition

VOTE on Motion to Amend Article 26-Main Motion: Passed by Unanimous Vote

VOTE on Article 26-Main Motion As Amended: Passed by 2/3rds Majority

ARTICLES 27 THROUGH 36 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED BY THE TOWN MODERATOR AFTER ARTICLE 37.

CONSENT AGENDA: ARTICLES 27 through 36

Mover: Alison Manugian

MOTION: I move that the Town vote to combine for consideration Articles 27, 28, 29, 30, 31, 32, 33, 34, 35 and 36 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 listed each article in the consent agenda, and asked the meeting if there was to be a hold. No holds were called.

ARTICLE 27: CURRENT YEAR LINE ITEM TRANSFERS

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2019 budget, or to take any other action relative thereto.

SELECT BOARD

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *To transfer money within the Fiscal Year 2019 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

MOTION: I move that this Article be indefinitely postponed.

ARTICLE 28: 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 2019 Snow and Ice Budget, as approved under Article 4 of the 2018 Spring Town Meeting, or to take any other action relative thereto.

TOWN MANAGER

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *This article will allow the Town to fund any deficit in the Snow and Ice Account in Fiscal Year 2019.*

MOTION: I move that the Town vote to transfer the sum of \$65,000 from Overlay Surplus, to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2019 Snow and Ice Budget, as approved under Article 4 of the 2018 Spring Town Meeting.

ARTICLE 29: 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 2019 Water Department Budget, or to take any other action relative thereto.

BOARD OF WATER COMMISSIONERS

Select Board: *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 2019 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

MOTION: I move that the Town vote to authorize the Groton Water Department to transfer the sum of \$110,000 from the Water Enterprise Fund Surplus to the Fiscal Year 2019 Water Department Budget.

ARTICLE 30: 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, 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 allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2019 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

MOTION: I move that the Town vote to transfer the sum of \$130,000 from the Sewer Enterprise Fund Surplus to the Fiscal Year 2019 Sewer Enterprise Department budget.

ARTICLE 31: 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 2019 Cable Enterprise Department budget, or to take any other action relative thereto.

CABLE ADVISORY COMMITTEE

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

Summary: *This article allows the Cable Advisory Committee to transfer money from its surplus account to cover any deficit in the Fiscal Year 2019 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

MOTION: I move that the Town vote to transfer the sum of \$10,000 from the Cable Enterprise Fund Surplus to the Fiscal Year 2019 Cable Enterprise Department budget.

ARTICLE 32: 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.*

MOTION: I move that this Article be indefinitely postponed.

ARTICLE 33: 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 2020 for the Surrenden Farm Land Acquisition, as authorized under Article 1 of the April 24, 2006 Special Town Meeting, or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

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

Summary: *This article appropriates the debt payments for the Surrenden Farm Land Purchase. Funding for this article will come from Community Preservation Funds. The anticipated debt service for*

Fiscal Year 2020 is \$481,660. To fund this, \$70,000 would be paid from the Open Space Reserve and \$411,660 would be paid from the Unallocated Reserve.

MOTION: I move that the Town vote to appropriate, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of \$70,000 from the Community Preservation Fund Open Space Reserve and the sum of \$411,660 from the Community Preservation Fund Unallocated Reserve for a total of \$481,660 to fund the Surrenden Farm debt service for Fiscal Year 2020.

ARTICLE 34: ESTABLISHING LIMITS FOR THE VARIOUS REVOLVING FUNDS

To see if the Town will vote, pursuant to the provisions of G.L. c. 44 sec 53E½ and the Revolving Fund Bylaw, to amend the Revolving Fund Bylaw to add or delete any revolving account and/or to set the FY 2020 spending limits for the various revolving funds as follows:

Program or Purpose	FY 2020 Spending Limit
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Building Rental Fund	\$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

Select Board: *Recommended Unanimously*

Finance Committee: *Recommend 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.*

MOTION: I move that the Town vote, pursuant to the provisions of G.L. chapter 44 section 53E ½ and the Revolving Fund Bylaw, to set the FY 2020 spending limits for the various revolving funds as follows:

Program or Purpose	FY 2020 Spending Limit
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Building Rental Fund	\$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

ARTICLE 35: 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

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

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

MOTION: I move that the Town 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.

ARTICLE 36: 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

Select Board: *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.*

MOTION: I move that the Town 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, eligible for the property tax exemptions of said clauses 22 through 22F under Massachusetts General Laws.

VOTE on CONSENT AGENDA – MAIN MOTION: Passed by Unanimous Vote

MOTION to DISSOLVE the Spring 2019 Town Meeting

Moved and Seconded

Quantum:

Majority

VOTE on Motion to Dissolve: Passed by Majority Vote

The Spring 2019 Town Meeting was dissolved at 9:41 PM on May 6, 2019.

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 Select Board and Finance Committee. 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.

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 8th Day of April in the year of our Lord Two Thousand Nineteen.

Barry A. Pease

Barry A. Pease, Chairman

Alison S. Manugian

Alison S. Manugian, Vice Chairman

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

BUDGET MESSAGE FROM THE TOWN MANAGER AND FINANCE COMMITTEE

TOWN OF GROTON FISCAL YEAR 2020

Pursuant to Article 6, Sections 6-3 and 6-4 of the Charter of the Town of Groton, Massachusetts, the Finance Committee, Select Board and Town Manager are pleased to submit for your consideration the Proposed Fiscal Year 2020 Operating Budget for the Town of Groton. This is the fourth year that the Select Board and Finance Committee provided direction prior to the development of the proposed budget in compliance with the revised Financial Policies of the Town (and soon to be approved Revised Charter).

The Finance Committee and Board met with the Finance Team 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 2020 Proposed Operating Budget. The direction provided by the Select Board and Finance Committee was as follows:

1. The total increase in the Municipal Budget (minus excluded debt) shall be no greater than 2.54%.
2. The Town Manager shall submit a balanced budget, without the need of an override of Proposition 2½.
3. With the possible exception of fully funding two new Firefighter Positions in FY 2020, there shall be no new benefited positions proposed.
4. The Town Manager shall track changes in revenue projections (limited to three times per year) and provide revised estimates on December 31, 2018, March 31, 2019 and October 31, 2019.

The budget submitted to the Finance Committee and Select Board on December 21, 2018 met these directives. The Proposed Budget kept municipal spending to an increase of 1.93%, which was well under the 2.54% guidance while continuing to provide the same level of services that our residents currently receive. The initial proposed budget also set aside funding for both the Groton Dunstable Regional School District and the Nashoba Valley Technical School District that was in line with previous long-term projections. At the time the budget was submitted in December, it utilized all anticipated levy capacity expected in Fiscal Year 2020. Based on historical experience and by following the Town of Groton's Financial Policies, the original budget provided confidence that the revenue forecast for Fiscal Year 2020 was healthy and would allow the Town to maintain current service levels.

Since the original budget was submitted, Governor Charlie Baker has submitted his proposed State Budget, that included an anticipated increase in state aid to Groton of approximately \$55,000. In addition to this anticipated increase in state aid, there are two other issues that allowed the Town Manager to provide a proposed budget under the guidance. First, in FY 2019, the Town paid off its early retirement assessment to the Middlesex County Retirement System. This provided a reduction of \$200,000 in FY 2020, that allowed the Town to reduce the total assessment by \$108,646, when taking into consideration the FY 2020 increase in our unfunded pension liability. Second, the Town was successful during Collective Bargaining last year in decreasing the Town's health insurance cost share from eighty (80%) percent to seventy (70%) percent over two fiscal years (FY 2019 and FY 2020). This has allowed the Town to absorb an increase in health insurance rates of seven (7%) percent, while the overall employee benefit line item decreased by 0.94%.

The following chart shows what we expect to receive in revenues for FY 2020 that can be used to fund the Proposed Operating Budget:

<u>Revenue Source</u>	<u>Actual</u> <u>FY 2019</u>	<u>Proposed</u> <u>FY 2020</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
Property Tax**	\$ 30,650,535	\$ 31,778,998	\$ 1,128,463	3.68%
State Aid	\$ 909,717	\$ 965,342	\$ 55,625	6.11%
Local Receipts	\$ 3,993,241	\$ 4,120,480	\$ 127,239	3.19%
Enterprise Fund Reimbursement for Benefits	\$ 237,633	\$ 236,288	\$ (1,345)	-0.57%
Free Cash	\$ -	\$ 33,143	\$ 33,143	100.00%
Other Available Funds	\$ 305,000	\$ 300,000	\$ (5,000)	-1.64%
TOTAL	\$ 36,096,126	\$ 37,434,251	\$ 1,338,125	3.71%

**Includes two and one-half percent increase allowed by law and \$20 million in new growth.

There are some areas of the budget that the Finance Committee and Town Manager would like to call to your attention as you review the Proposed Fiscal Year 2020 Operating Budget. First, the Town has seven (7) Collective Bargaining Units. Fiscal Year 2020 will be the second year of three-year agreements with all seven (7) unions. Six (6) of the Unions call for Cost of Living Adjustments of two (2%) percent, while one agreement (Communications Union) calls for an increase of one and three quarters (1.75%) percent. As has been the Town's practice, the remaining three (3) By-Law employees receive the same adjustment as the Supervisors' Union, a wage adjustment of two (2%) percent. When you take into consideration these agreements, along with the employees that have contracts, salaries and wages will increase by \$139,041 in FY 2020.

While the performance incentive program remains in effect for many of our union employees, the way it is paid in FY 2020 will change for members of the Supervisors Union. For this Union, the incentive will be paid as a one-time cash bonus and will not be added to their base when calculating the FY 2021 Cost of Living Adjustment. This will allow the Town to use Free Cash for this portion of the budget since it can be considered a one-time expense. The total amount of the Incentive Program for all Unions is \$58,867, of which \$25,123 is for Supervisor Incentives and will be paid out of Free Cash. The tax levy will cover only \$33,744 of this increase. All told, contractual salary adjustments, including performance incentives, will increase by a total of \$197,908 in Fiscal Year 2020.

Second, there are significant changes to the town's Debt Service in Fiscal Year 2020. The proposed budget carries the first-year full debt service for the Senior Center. This has increased excluded debt by \$396,417 from \$865,445 to \$1,261,862, or 45.8%. Residents will see an increase in their tax bills of approximately \$55 for this when you take into consideration a reduction in other excluded debt. The Town has also stabilized debt service within the operating budget. In Fiscal Year 2019, the Town followed a plan established in FY 2017 in which the Town temporarily borrowed funds to pay the debt service for the Lost Lake Fire Protection Project and Public Safety Radio Project. Added to the plan last year was the anticipated temporary debt service for the new Fire Department Ladder Truck. As part of this plan, instead of permanently borrowing the funds, the Town used the Excess and Deficiency Fund ("Free Cash") to pay down principal in FY 2019, with the intent of paying off the debt by Fiscal Year 2028. In Fiscal Year 2019, the Town Meeting voted to transfer \$272,000 from Free Cash for this purpose.

The main purpose of this plan was to stabilize the amount of money within the tax levy at around \$250,000. The Finance Team reviews this plan each year to determine if following this plan and paying down principal with Free Cash continues to be in the best interest of the Taxpayer. When reviewing debt this year in anticipation of permanently borrowing for the Senior Center, it was determined that interest on temporary notes was getting closer to the rates charged for permanent financing. Based on this, it was decided that the time was right to permanently borrow for the Ladder Truck and Lost Lake Fire Protection, while continuing the use of Bond Anticipation Notes for the Radio Project. Due to very favorable rates on permanent financing (3.26%), the Town was able to keep in-levy debt service at around \$250,000, while reducing the need for Free Cash from \$272,946 in FY 2019 to \$98,714 in FY 2020. The following chart shows a comparison between FY 2019 and FY 2020:

	<u>FY 2019</u>		<u>FY 2020</u>	
Long Term Debt - Principal Non-Excluded	\$	40,040	\$	159,250
Long Term Debt - Interest - Non-Excluded	\$	3,148	\$	87,433
Short Term Debt - Principal	\$	429,438	\$	85,714
Short Term Debt - Interest	\$	50,319	\$	13,000
Total	\$	522,945	\$	345,397
Less Free Cash Offset	\$	272,946	\$	98,714
Total Taxation for Debt Service	\$	249,999	\$	246,683

Third, at the 2018 Fall Town Meeting, due to staffing needs in the Fire Department, the Town Meeting approved the hiring of two (2) additional Firefighter/EMT's. Adding these two positions allowed the Fire Chief to assign increased coverage and provide consistency in supervision, which allowed the

Department to bolster their coverage seven (7) days a week to prevent any further staffing crises that the Department experienced last summer. To pay for these additional Firefighters in both Fiscal Years 2019 and 2020, Ambulance Receipts and Meals Tax revenues were increased as offsets to the Operating Budget. While these two new Firefighter/EMTs have joined the department and began providing additional coverage, the Fire Department Task Force Study Committee has completed its work which resulted in the recommendation to hire two (2) additional Firefighter/EMTs. The full report of the Fire Department Task Force Study Committee can be found at:

<http://townofgroton.org/Town/BoardsCommittees/FireDepartmentTaskForceStudyCommittee.aspx>

After consultation with the Fire Chief, both the Finance Committee and Select Board voted to add the two additional Firefighter/EMTs to the Fire Department in Fiscal Year 2020. These additions will further relieve staffing pressures, providing an environment that will allow the Fire Chief to focus on strengthening the Town's on-call Fire Department with the added benefit of providing 24/7 full-time Coverage. On-call personnel are a critical component of our response plan. Without the on-call members, the Town would be forced to invest in staffing a full-time 24/7 department. The net cost of adding these two positions in Fiscal Year 2020 is \$64,039 due to offsets in the proposed operating budget for expenses that are no longer needed with the addition of these two new positions. The following chart shows a breakdown of how this number was derived:

Fire Wages Proposed In the Town Manager's Budget	\$ 981,602
2 Additional FF/EMTs	\$ 117,240
EMT Incentive Pay	\$ (60,000)
Holiday/Stand-By Pay	\$ 17,800
Call Firefighter/EMT Pay	\$ (11,001)
Fire Wages Needed	\$ 1,045,641
Difference	\$ 64,039

Fourth, although the operating budget of the Groton Dunstable Regional School District increased by 4.99%, the lack of an increase in state matching funds to the district resulted in Groton's assessment increasing by 5.19 percent or \$1,048,866. As stated in last year's Report, the cooperation and sharing of information between the Administration of the School Department, the Town Financial Staff, Regional School Committee, Select Board 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. As required by the Town Charter, the Town Manager submitted his proposed budget which included a 5.35 percent increase in the Town's assessment, or an increase of \$1,081,112. This amount was used as a place holder to balance the budget and was based on the five (5) year budget projection developed in Fiscal Year 2019.

The Superintendent's proposed budget was submitted to the School Committee in February, 2019, and included a proposed Groton Assessment of \$1,357,597, or an increase of 6.72%. The submitted budget reflected the impact of approximately \$400,000 in unanticipated expenses associated with state mandated programs and school enrollment changes. While this amount put the Town's budget out of balance, the proposed budget met the guidance of the School Committee and allows the district to continue to provide a quality education to the children of Groton and Dunstable.

The final budget was approved by the Groton Dunstable Regional School Committee after much deliberation and consideration of the ability of its member Towns (Groton and Dunstable) to meet its School Assessment obligations. The Regional School Committee determined that it would use a portion of its Excess and Deficiency Fund to offset the proposed assessments to both Towns, thereby reducing the Town of Groton's assessment by \$308,731, to \$21,264,294 in Fiscal Year 2020. The Town of Groton's approved financial policies, signed by both the Select Board and the Finance Committee, include the following statement:

"Ongoing operating costs will be funded by ongoing operating revenue sources. This protects the Town from fluctuating service levels and avoids concern when one-time revenues are reduced or removed."

Based on this policy and its underlying purpose, the Finance Committee is concerned with the use of the District's Excess and Deficiency Fund and the potential for it to cause a significant operating deficit going into the Fiscal Year 2021 budgeting process. Due to the fact that the district has stated that the use of free cash is expected to be a one-time occurrence, the towns may have to cover the loss of this funding source in addition to meeting any possible growth in the district's annual operating budget. To address this potential situation, the Select Board, Finance Committee and Regional School Committee have formed a Tri-Board to study both the Town's and Regional School's budgets to develop a strategy to address the Fiscal Year 2021 Budget.

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, 2018 and the budget that will be proposed to the 2019 Spring Town Meeting:

Line	Department/Description	Original Proposed	Committee Approved
1030	Town Manager Salaries	\$ 216,997	\$ 225,163
1302	Police Expenses	\$ 216,400	\$ 213,400
1311	Fire Wages	\$ 981,602	\$ 1,045,641
1400	Nashoba Tech Operating Expenses	\$ 685,295	\$ 728,802
1410	GDRSD Operating Expenses	\$ 21,296,540	\$ 21,264,294
1610	Senior Center Van Wages	\$ 61,665	\$ 51,665
3010	Health Insurance/Employee Expenses	\$ 1,742,553	\$ 1,729,553

The following is a breakdown of the Finance Committee's Proposed Fiscal Year 2020 Operating Budget by function:

					Dollar	Percentage
<u>Category</u>		<u>FY 2019</u>	<u>FY 2020</u>		<u>Difference</u>	<u>Change</u>
General Government		\$ 2,029,219	\$ 2,086,103		\$ 56,884	2.80%
Land Use		\$ 432,378	\$ 450,361		\$ 17,983	4.16%
Protection of Persons and Property		\$ 4,128,335	\$ 4,358,041		\$ 229,706	5.56%
Department of Public Works		\$ 2,193,757	\$ 2,237,722		\$ 43,965	2.00%
Library and Citizen Services		\$ 1,658,318	\$ 1,674,572		\$ 16,255	0.98%
Sub-Total - Wages and Expenses		\$ 10,442,006	\$ 10,806,799		\$ 364,793	3.49%
Debt Service		\$ 1,388,390	\$ 1,607,259		\$ 218,869	15.76%
Employee Benefits		\$ 4,074,260	\$ 4,036,106		\$ (38,154)	-0.94%
Sub-Total - All Municipal		\$ 15,904,656	\$ 16,450,164		\$ 545,508	3.43%
Nashoba Tech		\$ 557,295	\$ 728,802		\$ 171,507	30.77%
Groton-Dunstable Operating		\$ 20,215,428	\$ 21,264,294		\$ 1,048,866	5.19%
Groton-Dunstable Excluded Debt		\$ 814,060	\$ 739,429		\$ (74,631)	-9.17%
Groton-Dunstable Debt		\$ 57,181	\$ 59,533		\$ 2,352	4.11%
Groton Dunstable Capital		\$ 425,425	\$ 479,012		\$ 53,587	12.60%
Sub-Total - Education		\$ 22,069,389	\$ 23,271,070		\$ 1,201,681	5.45%
Grand Total - Town Budget		\$ 37,974,045	\$ 39,721,234		\$ 1,747,189	4.60%

The total Fiscal Year 2020 Proposed Operating Budget, including Regional School Assessments and excluded debt, is \$39,721,234 or an increase of 4.60%. This proposed budget is expected to be \$197,995 under the anticipated FY 2020 Proposition 2½ Levy Limit. When you take into consideration the proposed Capital Budget, Enterprise Fund Budgets and additional appropriations raised on the recap sheet, the total proposed budget is \$42,672,563. The Fiscal Year 2019 Tax Rate has been certified at \$18.11. Based on the Proposed Budget, the estimated Tax Rate in Fiscal Year 2020 is \$18.59, or an increase of \$0.48. In Fiscal Year 2019, the average Tax Bill in the Town of Groton (based on a home valued at \$459,000) is \$8,312. Under this proposed budget, that same homeowner can expect a tax bill of \$8,533 or an increase of \$220. The following chart shows a comparison between FY 2019 and FY 2020:

	<u>Actual</u> <u>FY 2019</u>	<u>Proposed</u> <u>FY 2020</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
Levy Capacity Used*	\$ 30,575,728	\$ 31,581,003	\$ 1,005,275	3.29%
Tax Rate on Levy Capacity Used	\$ 17.12	\$ 17.48	\$ 0.36	2.10%
Average Tax Bill	\$ 7,858	\$ 8,023	\$ 165	2.10%
Excluded Debt	\$ 1,775,336	\$ 2,000,028	\$ 224,692	12.66%
Tax Rate on Excluded Debt	\$ 0.99	\$ 1.11	\$ 0.12	12.12%
Average Tax Bill	\$ 454	\$ 509	\$ 55	12.12%
Final Levy Used	\$ 32,351,064	\$ 33,581,031	\$ 1,229,967	3.80%
Final Tax Rate	\$ 18.11	\$ 18.59	\$ 0.48	2.65%
Average Tax Bill	\$ 8,312	\$ 8,533	\$ 220	2.65%

*The FY 2020 Levy Limit Used includes FY 2019 unexpended tax capacity of \$76,942 and \$20 million in New Growth

Significant Budget Drivers

The Town Manager presented a number of issues that resulted in significant discussion amongst the Select Board, School Committee, Finance Committee, and Finance Team. They included discussions of potential overrides, funding of Firefighters, funding of Prescott maintenance, rising costs of non- or partially-funded school mandates, Library roof repairs and the Highway garage project. Current five-year budget projections show a significant chance of the need for an operational override, particularly in FY2021. Discussions focused around the Town's options including identifying and cutting spending to match projected revenues, moving forward in FY2020 with a budget override, or moving forward in FY2021 with a budget override. Bringing spending in line with revenue provides for long-term sustainability, but requires significant discussions about services, staffing, and other long-term commitments. An override proposal in FY2020 would allow the Town to have a buffer as it enters the difficult FY2021 year. An override in FY2021 would allow the Town further time for planning. Multiple-year overrides were also proposed; they allow smaller increases based on immediate needs but may not put into perspective the overall budget picture.

Funding of firefighters has been a topic of discussion town-wide over the last six months. The Finance Committee tasked itself less with whether the firefighters were needed and more with how they might be funded. It ultimately recommended that the firefighters be funded to prevent the town from being put in a position of having to fund the staffing of a 24/7 fire department. In February the Groton Dunstable Regional School District hosted a combined meeting with both Groton's and Dunstable's Select Boards and Finance Committees. Some of the factors affecting the assessment increase to Groton and Dunstable included mandated programs such as increasing out-of-district tuitions; charter school assessments; country retirement assessments; and in-district collocates programs. While these program costs have increased, state aid for the regional school district has not increased proportionately and so assessments to the town must absorb the increases.

The Library is in need of a new roofing system. The Library Trustees commissioned an architect to evaluate the current roofing system and recommend a new roof. Part of the problem stems from

undersized roof drains while another part stems from a poor interface between the oldest roof over the original library and the roof over the addition. The Library Trustees have proposed a slate roof for the entire roof system and has also priced out a slate-styled shingle for a cost comparison. Although there are products that can reduce the initial cost to install the roof, it was decided that any such short-term savings would be lost as the cost to maintain and ultimately repair the less expensive roof would surpass the initial cost savings. The Highway Garage has not had an upgrade since 1989 and is in need of repair. Funding for design was approved at the Fall 2018 Town Meeting. Any upgrades by their nature trigger building code, life safety, and accessibility requirements for the facility as a whole. The Finance Committee is awaiting bid results and will report their recommendation to the 2019 Spring Town Meeting.

Prescott maintenance funding has become significantly higher than originally anticipated while no revenue for the Town is anticipated in the next two years. An additional \$77,000 has been requested over the original \$62,000 set aside in FY 2019. Both of these amounts are estimated to cover three years of maintenance and minor capital items. Although the Finance Committee is concerned with these unanticipated costs, in the short term, the town's responsibility for the building requires annual operating expenditures for insurance, plowing and critical repairs. The Finance Committee will continue to closely monitor expenses and of the ability of the lease holder to pick up operating expenses over time as the lease agreement requires. The Finance Committee recommends approval of this appropriation from the Town's Free Cash Account.

The Town Manager and Finance Committee would like to take this opportunity to thank the Select Board, Town Accountant Patricia DuFresne, Town Treasurer/Collector Michael Hartnett, 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, Chair

Bud Robertson, Vice Chair

Colby Doody

Lorraine Leonard

David Manugian

Arthur Prest

Scott Whitefield

Town of Groton Finance Committee

TOWN OF GROTON		
FISCAL YEAR 2020		
TAX LEVY CALCULATIONS		
FY 2020 PROPOSED EXPENDITURES		
Finance Committee's Proposed Budget		
General Government	\$	2,086,103
Land Use Departments	\$	450,361
Protection of Persons and Property	\$	4,358,041
Regional School Districts	\$	23,271,070
Department of Public Works	\$	2,237,722
Library and Citizen Services	\$	1,674,572
Debt Service	\$	1,607,259
Employee Benefits	\$	4,036,106
Sub-Total - Operating Budget		\$ 39,721,234
A. TOTAL DEPARTMENTAL BUDGET REQUESTS		\$ 39,721,234
B. CAPITAL BUDGET REQUESTS		\$ 705,820
C. ENTERPRISE FUND REQUESTS		\$ 1,983,733
D. COMMUNITY PRESERVATION REQUEST		
OTHER AMOUNTS TO BE RAISED		
1. Amounts certified for tax title purposes	\$	-
2. Debt and interest charges not included	\$	-
3. Final court judgments	\$	-
4. Total Overlay deficits of prior years	\$	-
5. Total cherry sheet offsets	\$	-
6. Revenue deficits	\$	-
7. Offset Receipts	\$	18,084
8. Authorized deferral of Teachers' Pay	\$	-
9. Snow and Ice deficit	\$	-
10. Other		
E. TOTAL OTHER AMOUNTS TO BE RAISED		\$ 18,084
F. STATE AND COUNTY CHERRY SHEET CHARGES		\$ 93,692
G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS		\$ 150,000
TOTAL PROPOSED EXPENDITURES		\$ 42,672,563
FY 2020 ESTIMATED RECEIPTS		
ESTIMATED TAX LEVY		
Levy Limit	\$	31,778,998
Debt Exclusion	\$	2,000,028
A. ESTIMATED TAX LEVY		\$ 33,779,026
B. CHERRY SHEET ESTIMATED RECEIPTS		\$ 965,342
C. LOCAL RECEIPTS NOT ALLOCATED		\$ 4,120,480
C. OFFSET RECEIPTS		\$ -
D. ENTERPRISE FUNDS		\$ 2,220,021
E. COMMUNITY PRESERVATION FUNDS		\$ -
F. FREE CASH		\$ 300,857
OTHER AVAILABLE FUNDS		
1. Stabilization Fund		
2. Capital Asset Fund	\$	983,957
3. EMS/Conservation Fund	\$	500,875
G. OTHER AVAILABLE FUNDS		\$ 1,484,832
TOTAL ESTIMATED RECEIPTS		\$ 42,870,558
FY 2020 SURPLUS/(DEFICIT)		\$ 197,995

APPENDIX A			TOWN OF GROTON					
			FISCAL YEAR 2020					
		FY 2018	FY 2019	FY 2020	FY 2020		FY 2020	FY 2020
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	<u>GENERAL GOVERNMENT</u>							
MODERATOR								
1000	Salaries	\$ 65	\$ 65	\$ 65	\$ 65	0.00%	\$ 0.01	0.00%
1001	Expenses	\$ -	\$ 80	\$ 80	\$ 80	0.00%	\$ 0.02	0.00%
	DEPARTMENTAL TOTAL	\$ 65	\$ 145	\$ 145	\$ 145	123.08%	\$ 0.03	0.00%
BOARD OF SELECTMEN								
1020	Salaries	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1021	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1022	Expenses	\$ 4,338	\$ 3,100	\$ 3,300	\$ 3,300	6.45%	\$ 0.69	0.01%
1023	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1024	Minor Capital	\$ 27,000	\$ 27,000	\$ 25,683	\$ 25,683	-4.88%	\$ 5.39	0.06%
	DEPARTMENTAL TOTAL	\$ 31,338	\$ 30,100	\$ 28,983	\$ 28,983	-3.71%	\$ 6.08	0.07%
TOWN MANAGER								
1030	Salaries	\$ 204,592	\$ 211,121	\$ 225,163	\$ 225,163	6.65%	\$ 47.22	0.55%
1031	Wages	\$ 106,371	\$ 114,138	\$ 120,592	\$ 120,592	5.65%	\$ 25.29	0.30%
1032	Expenses	\$ 13,421	\$ 14,000	\$ 14,500	\$ 14,500	3.57%	\$ 3.04	0.04%
1033	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1034	Performance Evaluations	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 324,384	\$ 339,259	\$ 360,255	\$ 360,255	6.19%	\$ 75.55	0.89%

		FY 2018	FY 2019	FY 2020	FY 2020		FY 2020	FY 2020
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	FINANCE COMMITTEE							
1040	Expenses	\$ 210	\$ 210	\$ 215	\$ 215	2.38%	\$ 0.05	0.00%
1041	Reserve Fund	\$ 86,806	\$ 150,000	\$ 150,000	\$ 150,000	0.00%	\$ 31.46	0.37%
	DEPARTMENTAL TOTAL	\$ 87,016	\$ 150,210	\$ 150,215	\$ 150,215	0.00%	\$ 31.50	0.37%
	TOWN ACCOUNTANT							
1050	Salaries	\$ 87,395	\$ 91,110	\$ 95,155	\$ 95,155	4.44%	\$ 19.96	0.23%
1051	Wages	\$ 43,898	\$ 46,187	\$ 47,792	\$ 47,792	3.48%	\$ 10.02	0.12%
1052	Expenses	\$ 34,185	\$ 32,140	\$ 34,056	\$ 34,056	5.96%	\$ 7.14	0.08%
	DEPARTMENTAL TOTAL	\$ 165,478	\$ 169,437	\$ 177,003	\$ 177,003	4.47%	\$ 37.12	0.44%
	BOARD OF ASSESSORS							
1060	Salaries	\$ 71,244	\$ 75,555	\$ 78,580	\$ 78,580	4.00%	\$ 16.48	0.19%
1061	Wages	\$ 39,823	\$ 52,675	\$ 62,321	\$ 62,321	18.31%	\$ 13.07	0.15%
1062	Expenses	\$ 17,521	\$ 22,630	\$ 25,281	\$ 25,281	11.71%	\$ 5.30	0.06%
1063	Legal Expense	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 128,588	\$ 150,860	\$ 166,182	\$ 166,182	10.16%	\$ 34.85	0.41%
	TREASURER/TAX COLLECTOR							
1070	Salaries	\$ 84,966	\$ 88,165	\$ 91,700	\$ 91,700	4.01%	\$ 19.23	0.23%
1071	Wages	\$ 104,478	\$ 111,864	\$ 114,899	\$ 114,899	2.71%	\$ 24.10	0.28%
1072	Expenses	\$ 20,422	\$ 21,865	\$ 20,690	\$ 20,690	-5.37%	\$ 4.34	0.05%
1073	Tax Title	\$ 9,235	\$ 4,500	\$ 5,950	\$ 5,950	32.22%	\$ 1.25	0.01%
1074	Bond Cost	\$ 3,200	\$ 6,000	\$ 4,975	\$ 4,975	-17.08%	\$ 1.04	0.01%
	DEPARTMENTAL TOTAL	\$ 222,301	\$ 232,394	\$ 238,214	\$ 238,214	2.50%	\$ 49.96	0.59%

		FY 2018	FY 2019	FY 2020	FY 2020		FY 2020	FY 2020
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	TOWN COUNSEL							
1080	Expenses	\$ 50,831	\$ 90,000	\$ 90,000	\$ 90,000	0.00%	\$ 18.87	0.22%
	DEPARTMENTAL TOTAL	\$ 50,831	\$ 90,000	\$ 90,000	\$ 90,000	0.00%	\$ 18.87	0.22%
	HUMAN RESOURCES							
1090	Salary	\$ 75,412	\$ 79,104	\$ 82,673	\$ 82,673	4.51%	\$ 17.34	0.20%
1091	Expenses	\$ 20,030	\$ 10,000	\$ 11,000	\$ 11,000	10.00%	\$ 2.31	0.03%
	DEPARTMENTAL TOTAL	\$ 95,442	\$ 89,104	\$ 93,673	\$ 93,673	5.13%	\$ 19.64	0.23%
	INFORMATION TECHNOLOGY							
1100	Salary	\$ 104,888	\$ 109,759	\$ 114,722	\$ 114,722	4.52%	\$ 24.06	0.28%
1101	Wages	\$ 48,048	\$ 56,635	\$ 58,848	\$ 58,848	3.91%	\$ 12.34	0.14%
1102	Expenses	\$ 20,637	\$ 24,800	\$ 24,800	\$ 24,800	0.00%	\$ 5.20	0.06%
	DEPARTMENTAL TOTAL	\$ 173,573	\$ 191,194	\$ 198,370	\$ 198,370	3.75%	\$ 41.60	0.49%
	GIS STEERING COMMITTEE							
1120	Expenses	\$ 5,408	\$ 18,600	\$ 18,600	\$ 18,600	0.00%	\$ 3.90	0.05%
	DEPARTMENTAL TOTAL	\$ 5,408	\$ 18,600	\$ 18,600	\$ 18,600	0.00%	\$ 3.90	0.05%
	TOWN CLERK							
1130	Salaries	\$ 80,688	\$ 83,936	\$ 88,430	\$ 88,430	5.35%	\$ 18.54	0.22%
1131	Wages	\$ 55,252	\$ 61,274	\$ 61,618	\$ 61,618	0.56%	\$ 12.92	0.15%
1132	Expenses	\$ 4,157	\$ 11,690	\$ 9,575	\$ 9,575	-18.09%	\$ 2.01	0.02%
1135	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 140,097	\$ 156,900	\$ 159,623	\$ 159,623	1.74%	\$ 33.48	0.39%

				FY 2020	FY 2020		FY 2020	FY 2020
		FY 2018	FY 2019	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
ELECTIONS & BOARD OF REGISTRARS								
1140	Stipend	\$ 4,373	\$ 14,346	\$ 7,964	\$ 7,964	-44.49%	\$ 1.67	0.02%
1141	Expenses	\$ 5,841	\$ 11,070	\$ 11,276	\$ 11,276	1.86%	\$ 2.36	0.03%
1142	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 10,214	\$ 25,416	\$ 19,240	\$ 19,240	-24.30%	\$ 4.03	0.05%
STREET LISTINGS								
1150	Expenses	\$ 3,808	\$ 5,100	\$ 5,100	\$ 5,100	0.00%	\$ 1.07	0.01%
	DEPARTMENTAL TOTAL	\$ 3,808	\$ 5,100	\$ 5,100	\$ 5,100	0.00%	\$ 1.07	0.01%
INSURANCE & BONDING								
1160	Insurance & Bonding	\$ 208,670	\$ 230,000	\$ 230,000	\$ 230,000	0.00%	\$ 48.23	0.57%
1161	Insurance Deductible Reserve - Liability	\$ 2,160	\$ 12,000	\$ 12,000	\$ 12,000	0.00%	\$ 2.52	0.03%
1162	Insurance Deductible Reserve - 111F	\$ 17,229	\$ 25,000	\$ 25,000	\$ 25,000	0.00%	\$ 5.24	0.06%
	DEPARTMENTAL TOTAL	\$ 228,059	\$ 267,000	\$ 267,000	\$ 267,000	0.00%	\$ 55.99	0.66%
TOWN REPORT								
1170	Expenses	\$ 1,400	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.31	0.00%
	DEPARTMENTAL TOTAL	\$ 1,400	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.31	0.00%

				FY 2020	FY 2020		FY 2020	FY 2020
LINE	DEPARTMENT/DESCRIPTION	FY 2018 ACTUAL	FY 2019 APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	POSTAGE/TOWN HALL EXPENSES							
1180	Expenses	\$ 48,224	\$ 55,000	\$ 55,000	\$ 55,000	0.00%	\$ 11.53	0.14%
1181	Telephone Expenses	\$ 31,592	\$ 40,000	\$ 40,000	\$ 40,000	0.00%	\$ 8.39	0.10%
1182	Office Supplies	\$ 14,243	\$ 17,000	\$ 17,000	\$ 17,000	0.00%	\$ 3.57	0.04%
	DEPARTMENTAL TOTAL	\$ 94,059	\$ 112,000	\$ 112,000	\$ 112,000	0.00%	\$ 23.49	0.28%
	TOTAL GENERAL GOVERNMENT	\$ 1,762,061	\$ 2,029,219	\$ 2,086,103	\$ 2,086,103	2.80%	\$ 437.48	5.13%
	<u>LAND USE DEPARTMENTS</u>							
	CONSERVATION COMMISSION							
1200	Salary	\$ 60,752	\$ 65,796	\$ 70,169	\$ 70,169	6.65%	\$ 14.72	0.17%
1201	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1202	Expenses	\$ 6,748	\$ 6,724	\$ 7,336	\$ 7,336	9.10%	\$ 1.54	0.02%
1203	Engineering & Legal	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1204	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 67,500	\$ 72,520	\$ 77,505	\$ 77,505	6.87%	\$ 16.25	0.19%
	PLANNING BOARD							
1210	Salaries	\$ 77,115	\$ 80,235	\$ 83,043	\$ 83,043	3.50%	\$ 17.42	0.20%
1211	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1212	Expenses	\$ 5,881	\$ 7,850	\$ 8,650	\$ 8,650	10.19%	\$ 1.81	0.02%
1215	M.R.P.C. Assessment	\$ 3,487	\$ 3,600	\$ 3,664	\$ 3,664	1.78%	\$ 0.77	0.01%
1216	Legal Budget	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 86,483	\$ 91,685	\$ 95,357	\$ 95,357	4.01%	\$ 20.00	0.23%

		FY 2018	FY 2019	FY 2020	FY 2020		FY 2020	FY 2020
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
ZONING BOARD OF APPEALS								
1220	Wages	\$ 19,945	\$ 19,630	\$ 20,460	\$ 20,460	4.23%	\$ 4.29	0.05%
1221	Expenses	\$ 1,314	\$ 1,700	\$ 2,000	\$ 2,000	17.65%	\$ 0.42	0.00%
DEPARTMENTAL TOTAL								
		\$ 21,259	\$ 21,330	\$ 22,460	\$ 22,460	5.30%	\$ 4.71	0.06%
HISTORIC DISTRICT COMMISSION								
1230	Wages	\$ -		\$ -		0.00%	\$ -	0.00%
1231	Expenses	\$ -		\$ -		0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
BUILDING INSPECTOR								
1240	Salaries	\$ 84,966	\$ 88,165	\$ 91,253	\$ 91,253	3.50%	\$ 19.14	0.22%
1241	Wages	\$ 62,321	\$ 58,327	\$ 61,762	\$ 61,762	5.89%	\$ 12.95	0.15%
1242	Expenses	\$ 2,294	\$ 3,500	\$ 3,100	\$ 3,100	-11.43%	\$ 0.65	0.01%
1243	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 149,581	\$ 149,992	\$ 156,115	\$ 156,115	4.08%	\$ 32.74	0.38%
MECHANICAL INSPECTOR								
1250	Fee Salaries	\$ 33,285	\$ 30,000	\$ 30,000	\$ 30,000	0.00%	\$ 6.29	0.07%
1251	Expenses	\$ 2,503	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	\$ 1.05	0.01%
DEPARTMENTAL TOTAL								
		\$ 35,788	\$ 35,000	\$ 35,000	\$ 35,000	0.00%	\$ 7.34	0.09%

				FY 2020	FY 2020		FY 2020	FY 2020
		FY 2018	FY 2019	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
EARTH REMOVAL INSPECTOR								
1260	Stipend	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.31	0.00%
1261	Expenses	\$ 77	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
1262	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 1,577	\$ 1,600	\$ 1,600	\$ 1,600	0.00%	\$ 0.34	0.00%
BOARD OF HEALTH								
1270	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1271	Expenses	\$ 886	\$ 1,000	\$ 1,175	\$ 1,175	17.50%	\$ 0.25	0.00%
1272	Nursing Services	\$ -	\$ 11,892	\$ 12,487	\$ 12,487	5.00%	\$ 2.62	0.03%
1273	Nashoba Health District	\$ 44,143	\$ 26,059	\$ 27,362	\$ 27,362	5.00%	\$ 5.74	0.07%
1274	Herbert Lipton MH	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	0.00%	\$ 1.68	0.02%
1275	Eng/Consult/Landfill Monitoring	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.10	0.02%
	DEPARTMENTAL TOTAL	\$ 63,029	\$ 56,951	\$ 59,024	\$ 59,024	3.64%	\$ 12.38	0.15%
SEALER OF WEIGHTS & MEASURES								
1280	Fee Salaries	\$ 1,360	\$ 3,200	\$ 3,200	\$ 3,200	0.00%	\$ 0.67	0.01%
1281	Expenses	\$ 100	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
	DEPARTMENTAL TOTAL	\$ 1,460	\$ 3,300	\$ 3,300	\$ 3,300	0.00%	\$ 0.69	0.01%
TOTAL LAND USE DEPARTMENTS		\$ 426,677	\$ 432,378	\$ 450,361	\$ 450,361	4.16%	\$ 94.45	1.11%

				FY 2020	FY 2020		FY 2020	FY 2020
		FY 2018	FY 2019	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	<u>PROTECTION OF PERSONS AND PROPERTY</u>							
	POLICE DEPARTMENT							
1300	Salaries	\$ 324,717	\$ 326,053	\$ 329,473	\$ 329,473	1.05%	\$ 69.09	0.81%
1301	Wages	\$ 1,704,868	\$ 1,815,832	\$ 1,877,967	\$ 1,877,967	3.42%	\$ 393.84	4.62%
1302	Expenses	\$ 199,499	\$ 210,969	\$ 213,400	\$ 213,400	1.15%	\$ 44.75	0.52%
1303	Lease or Purchase of Cruisers	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	0.00%	\$ 0.84	0.01%
1304	PS Building (Expenses)	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1305	Minor Capital	\$ 18,921	\$ 20,000	\$ 20,000	\$ 20,000	0.00%	\$ 4.19	0.05%
	DEPARTMENTAL TOTAL	\$ 2,252,005	\$ 2,376,854	\$ 2,444,840	\$ 2,444,840	2.86%	\$ 512.72	6.01%
	FIRE DEPARTMENT							
1310	Salaries	\$ 113,086	\$ 116,478	\$ 125,000	\$ 125,000	7.32%	\$ 26.21	0.31%
1311	Wages	\$ 770,427	\$ 909,540	\$ 1,045,641	\$ 1,045,641	14.96%	\$ 219.29	2.57%
1312	Expenses	\$ 166,289	\$ 172,700	\$ 174,700	\$ 174,700	1.16%	\$ 36.64	0.43%
	DEPARTMENTAL TOTAL	\$ 1,049,802	\$ 1,198,718	\$ 1,345,341	\$ 1,345,341	12.23%	\$ 282.14	3.31%
	GROTON WATER FIRE PROTECTION							
1320	West Groton Water District	\$ -	\$ 1	\$ 1	\$ 1	0.00%	\$ 0.00	0.00%
1321	Groton Water Department	\$ -	\$ 1	\$ 1	\$ 1	0.00%	\$ 0.00	0.00%
	DEPARTMENTAL TOTAL	\$ -	\$ 2	\$ 2	\$ 2	0.00%	\$ 0.00	0.00%
	ANIMAL INSPECTOR							
1330	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.44	0.01%
1331	Expenses	\$ -	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.08	0.00%
	DEPARTMENTAL TOTAL	\$ 2,082	\$ 2,482	\$ 2,482	\$ 2,482	0.00%	\$ 0.52	0.01%

		FY 2018	FY 2019	FY 2020	FY 2020		FY 2020	FY 2020
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
ANIMAL CONTROL OFFICER								
1340	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.44	0.01%
1341	Expenses	\$ -	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.08	0.00%
DEPARTMENTAL TOTAL								
		\$ 2,082	\$ 2,482	\$ 2,482	\$ 2,482	0.00%	\$ 0.52	0.01%
EMERGENCY MANAGEMENT AGENCY								
1350	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1351	Expenses	\$ 11,806	\$ 12,750	\$ 12,750	\$ 12,750	0.00%	\$ 2.67	0.03%
1352	Minor Capital	\$ 17,749	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 29,555	\$ 12,750	\$ 12,750	\$ 12,750	0.00%	\$ 2.67	0.03%
DOG OFFICER								
1360	Salary	\$ 13,973	\$ 15,000	\$ 15,000	\$ 15,000	0.00%	\$ 3.15	0.04%
1361	Expenses	\$ 3,334	\$ 4,000	\$ 4,000	\$ 4,000	0.00%	\$ 0.84	0.01%
DEPARTMENTAL TOTAL								
		\$ 17,307	\$ 19,000	\$ 19,000	\$ 19,000	0.00%	\$ 3.98	0.05%
POLICE & FIRE COMMUNICATIONS								
1370	Wages	\$ 442,099	\$ 497,797	\$ 512,769	\$ 512,769	3.01%	\$ 107.53	1.26%
1371	Expenses	\$ 17,767	\$ 18,250	\$ 18,375	\$ 18,375	0.68%	\$ 3.85	0.05%
1372	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 459,866	\$ 516,047	\$ 531,144	\$ 531,144	2.93%	\$ 111.39	1.31%
TOTAL PROTECTION OF PERSONS AND PROPERTY		\$ 3,812,699	\$ 4,128,335	\$ 4,358,041	\$ 4,358,041	5.56%	\$ 913.94	10.71%

				FY 2020	FY 2020		FY 2020	FY 2020
		FY 2018	FY 2019	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	REGIONAL SCHOOL DISTRICT BUDGETS							
	NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL							
1400	Operating Expenses	\$ 607,250	\$ 557,295	\$ 728,802	\$ 728,802	30.77%	\$ 152.84	1.79%
	DEPARTMENTAL TOTAL	\$ 607,250	\$ 557,295	\$ 728,802	\$ 728,802	30.77%	\$ 152.84	1.79%
	GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT							
1410	Operating Expenses	\$ 20,175,864	\$ 20,215,428	\$ 21,264,294	\$ 21,264,294	5.19%	\$ 4,459.41	52.26%
1411	Debt Service, Excluded	\$ -	\$ 814,060	\$ 739,429	\$ 739,429	-9.17%	\$ 155.07	1.82%
1412	Debt Service, Unexcluded	\$ -	\$ 57,181	\$ 59,533	\$ 59,533	4.11%	\$ 12.48	0.15%
1413	Out of District Placement	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1414	Capital Assessment	\$ -	\$ 425,425	\$ 479,012	\$ 479,012	12.60%	\$ 100.46	1.18%
	DEPARTMENTAL TOTAL	\$ 20,175,864	\$ 21,512,094	\$ 22,542,268	\$ 22,542,268	4.79%	\$ 4,727.42	55.40%
	TOTAL SCHOOLS	\$ 20,783,114	\$ 22,069,389	\$ 23,271,070	\$ 23,271,070	5.45%	\$ 4,880.26	57.19%
	DEPARTMENT OF PUBLIC WORKS							
	HIGHWAY DEPARTMENT							
1500	Salaries	\$ 103,824	\$ 108,592	\$ 112,891	\$ 112,891	3.96%	\$ 23.67	0.28%
1501	Wages	\$ 651,064	\$ 682,727	\$ 702,999	\$ 702,999	2.97%	\$ 147.43	1.73%
1502	Expenses	\$ 130,570	\$ 136,900	\$ 136,900	\$ 136,900	0.00%	\$ 28.71	0.34%
1503	Highway Maintenance	\$ 76,770	\$ 90,000	\$ 90,000	\$ 90,000	0.00%	\$ 18.87	0.22%
1504	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 962,228	\$ 1,018,219	\$ 1,042,790	\$ 1,042,790	2.41%	\$ 218.69	2.56%

				FY 2020	FY 2020		FY 2020	FY 2020
		FY 2018	FY 2019	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	STREET LIGHTS							
1510	Expenses	\$ 9,375	\$ 15,000	\$ 15,000	\$ 15,000	0.00%	\$ 3.15	0.04%
	DEPARTMENTAL TOTAL	\$ 9,375	\$ 15,000	\$ 15,000	\$ 15,000	0.00%	\$ 3.15	0.04%
	SNOW AND ICE							
1520	Expenses	\$ 164,894	\$ 165,000	\$ 165,000	\$ 165,000	0.00%	\$ 34.60	0.41%
1521	Overtime	\$ 302,663	\$ 140,000	\$ 140,000	\$ 140,000	0.00%	\$ 29.36	0.34%
1522	Hired Equipment	\$ 93,794	\$ 35,000	\$ 35,000	\$ 35,000	0.00%	\$ 7.34	0.09%
	DEPARTMENTAL TOTAL	\$ 561,351	\$ 340,000	\$ 340,000	\$ 340,000	0.00%	\$ 71.30	0.84%
	TREE WARDEN BUDGET							
1530	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1531	Expenses	\$ 1,155	\$ 3,000	\$ 3,000	\$ 3,000	0.00%	\$ 0.63	0.01%
1532	Trees	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.31	0.00%
1533	Tree Work	\$ 6,185	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.10	0.02%
	DEPARTMENTAL TOTAL	\$ 7,340	\$ 14,500	\$ 14,500	\$ 14,500	0.00%	\$ 3.04	0.04%
	MUNICIPAL BUILDING AND PROPERTY MAINTENANCE							
1540	Wages	\$ 121,420	\$ 135,700	\$ 145,276	\$ 145,276	7.06%	\$ 30.47	0.36%
1541	Expenses	\$ 269,376	\$ 260,850	\$ 260,850	\$ 260,850	0.00%	\$ 54.70	0.64%
1542	Minor Capital	\$ 26,878	\$ 20,000	\$ 20,000	\$ 20,000	0.00%	\$ 4.19	0.05%
	DEPARTMENTAL TOTAL	\$ 417,674	\$ 416,550	\$ 426,126	\$ 426,126	2.30%	\$ 89.36	1.05%

		FY 2018	FY 2019	FY 2020	FY 2020		FY 2020	FY 2020
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	SOLID WASTE DISPOSAL							
1550	Wages	\$ 123,095	\$ 133,393	\$ 138,211	\$ 138,211	3.61%	\$ 28.98	0.34%
1551	Expenses	\$ 52,457	\$ 44,486	\$ 44,486	\$ 44,486	0.00%	\$ 9.33	0.11%
1552	Tipping Fees	\$ 132,890	\$ 130,000	\$ 135,000	\$ 135,000	3.85%	\$ 28.31	0.33%
1553	North Central SW Coop	\$ 5,850	\$ 5,850	\$ 5,850	\$ 5,850	0.00%	\$ 1.23	0.01%
1554	Minor Capital	\$ 5,000	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.10	0.02%
	DEPARTMENTAL TOTAL	\$ 319,292	\$ 323,729	\$ 333,547	\$ 333,547	3.03%	\$ 69.95	0.82%
	PARKS DEPARTMENT							
1560	Wages	\$ 367	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1561	Expenses	\$ 65,617	\$ 65,759	\$ 65,759	\$ 65,759	0.00%	\$ 13.79	0.16%
	DEPARTMENTAL TOTAL	\$ 65,984	\$ 65,759	\$ 65,759	\$ 65,759	0.00%	\$ 13.79	0.16%
	TOTAL DEPARTMENT OF PUBLIC WORKS	\$ 2,343,244	\$ 2,193,757	\$ 2,237,722	\$ 2,237,722	2.00%	\$ 469.28	5.50%
	<u>LIBRARY AND CITIZEN'S SERVICES</u>							
	COUNCIL ON AGING							
1600	Salaries	\$ 73,523	\$ 76,790	\$ 79,489	\$ 79,489	3.51%	\$ 16.67	0.20%
1601	Wages	\$ 59,494	\$ 75,451	\$ 77,707	\$ 77,707	2.99%	\$ 16.30	0.19%
1602	Expenses	\$ 7,572	\$ 8,454	\$ 8,454	\$ 8,454	0.00%	\$ 1.77	0.02%
1603	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 140,589	\$ 160,695	\$ 165,650	\$ 165,650	3.08%	\$ 34.74	0.41%

		FY 2018	FY 2019	FY 2020	FY 2020		FY 2020	FY 2020
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
SENIOR CENTER VAN								
1610	Wages	\$ 48,642	\$ 60,200	\$ 51,665	\$ 51,665	-14.18%	\$ 10.83	0.13%
1611	Expenses	\$ 7,999	\$ 17,673	\$ 17,673	\$ 17,673	0.00%	\$ 3.71	0.04%
DEPARTMENTAL TOTAL								
		\$ 56,641	\$ 77,873	\$ 69,338	\$ 69,338	-10.96%	\$ 14.54	0.17%
VETERAN'S SERVICE OFFICER								
1620	Salary	\$ 3,484	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	\$ 1.05	0.01%
1621	Expenses	\$ 65	\$ 1,100	\$ 1,100	\$ 1,100	0.00%	\$ 0.23	0.00%
1622	Veterans' Benefits	\$ 33,772	\$ 50,000	\$ 42,000	\$ 42,000	-16.00%	\$ 8.81	0.10%
1623	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENT TOTAL								
		\$ 37,321	\$ 56,100	\$ 48,100	\$ 48,100	-14.26%	\$ 10.09	0.12%
GRAVES REGISTRATION								
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%
DEPARTMENTAL TOTAL								
		\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	0.00%	\$ 0.21	0.00%
CARE OF VETERAN GRAVES								
1640	Contract Expenses	\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	0.00%	\$ 0.33	0.00%
DEPARTMENTAL TOTAL								
		\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	0.00%	\$ 0.33	0.00%
OLD BURYING GROUND COMMITTEE								
1650	Expenses	\$ 167	\$ 800	\$ 800	\$ 800	0.00%	\$ 0.17	0.00%
DEPARTMENTAL TOTAL								
		\$ 167	\$ 800	\$ 800	\$ 800	0.00%	\$ 0.17	0.00%

		FY 2018	FY 2019	FY 2020	FY 2020		FY 2020	FY 2020
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
LIBRARY								
1660	Salary	\$ 367,599	\$ 379,281	\$ 393,185	\$ 393,185	3.67%	\$ 82.46	0.97%
1661	Wages	\$ 282,798	\$ 326,922	\$ 331,213	\$ 331,213	1.31%	\$ 69.46	0.81%
1662	Expenses	\$ 199,547	\$ 200,498	\$ 205,304	\$ 205,304	2.40%	\$ 43.06	0.50%
1663	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 849,944	\$ 906,701	\$ 929,702	\$ 929,702	2.54%	\$ 194.97	2.28%
COMMEMORATIONS & CELEBRATIONS								
1670	Expenses	\$ 500	\$ 500	\$ 500	\$ 500	0.00%	\$ 0.10	0.00%
1671	Fireworks	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 500	\$ 500	\$ 500	\$ 500	0.00%	\$ 0.10	0.00%
WATER SAFETY								
1680	Wages	\$ 2,713	\$ 4,200	\$ 4,118	\$ 4,118	-1.95%	\$ 0.86	0.01%
1681	Expenses and Minor Capital	\$ 22,129	\$ 28,747	\$ 30,301	\$ 30,301	5.41%	\$ 6.35	0.07%
1682	Property Maint. & Improvements	\$ 6,103	\$ 9,000	\$ 9,000	\$ 9,000	0.00%	\$ 1.89	0.02%
DEPARTMENTAL TOTAL								
		\$ 30,945	\$ 41,947	\$ 43,419	\$ 43,419	3.51%	\$ 9.11	0.11%
WEED MANAGEMENT								
1690	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1691	Expenses: Weed Harvester	\$ 4,397	\$ 7,000	\$ 7,000	\$ 7,000	0.00%	\$ 1.47	0.02%
1692	Expenses: Great Lakes	\$ 2,340	\$ 2,385	\$ 2,385	\$ 2,385	0.00%	\$ 0.50	0.01%
DEPARTMENTAL TOTAL								
		\$ 6,737	\$ 9,385	\$ 9,385	\$ 9,385	0.00%	\$ 1.97	0.02%

		FY 2018	FY 2019	FY 2020	FY 2020		FY 2020	FY 2020
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
GROTON COUNTRY CLUB								
1700	Salary	\$ 143,285	\$ 149,336	\$ 157,118	\$ 157,118	5.21%	\$ 32.95	0.39%
1701	Wages	\$ 102,441	\$ 112,481	\$ 114,461	\$ 114,461	1.76%	\$ 24.00	0.28%
1702	Expenses	\$ 152,061	\$ 139,940	\$ 133,540	\$ 133,540	-4.57%	\$ 28.01	0.33%
1703	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 397,787	\$ 401,757	\$ 405,119	\$ 405,119	0.84%	\$ 84.96	1.00%
TOTAL LIBRARY AND CITIZEN SERVICES		\$ 1,523,191	\$ 1,658,318	\$ 1,674,572	\$ 1,674,572	0.98%	\$ 351.18	4.12%
DEBT SERVICE								
DEBT SERVICE								
2000	Long Term Debt - Principal Excluded	\$ 928,600	\$ 682,210	\$ 894,840	\$ 894,840	31.17%	\$ 187.66	2.20%
2001	Long Term Debt - Principal Non-Excluded	\$ -	\$ 40,040	\$ 159,250	\$ 159,250	297.73%	\$ 33.40	0.39%
2002	Long Term Debt - Interest - Excluded	\$ 210,517	\$ 183,235	\$ 367,022	\$ 367,022	100.30%	\$ 76.97	0.90%
2003	Long Term Debt - Interest - Non-Excluded	\$ -	\$ 3,148	\$ 87,433	\$ 87,433	2677.41%	\$ 18.34	0.21%
2006	Short Term Debt - Principal - Town	\$ -	\$ 429,438	\$ 85,714	\$ 85,714	-80.04%	\$ 17.98	0.21%
2007	Short Term Debt - Interest - Town	\$ 37,917	\$ 50,319	\$ 13,000	\$ 13,000	-74.16%	\$ 2.73	0.03%
DEPARTMENTAL TOTAL								
		\$ 1,177,034	\$ 1,388,390	\$ 1,607,259	\$ 1,607,259	15.76%	\$ 337.06	3.95%
TOTAL DEBT SERVICE		\$ 1,177,034	\$ 1,388,390	\$ 1,607,259	\$ 1,607,259	15.76%	\$ 337.06	3.95%
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
GENERAL BENEFITS								
3000	County Retirement	\$ 1,966,279	\$ 2,081,699	\$ 1,973,053	\$ 1,973,053	-5.22%	\$ 413.78	4.85%
3001	State Retirement	\$ 100,000	\$ 100,000	\$ 169,000	\$ 169,000	69.00%	\$ 35.44	0.42%
3002	Unemployment Compensation	\$ 10,626	\$ 35,000	\$ 15,000	\$ 15,000	-57.14%	\$ 3.15	0.04%
INSURANCE								
3010	Health Insurance/Employee Expenses	\$ 1,458,725	\$ 1,716,301	\$ 1,729,553	\$ 1,729,553	0.77%	\$ 362.71	4.25%
3011	Life Insurance	\$ 3,145	\$ 3,160	\$ 3,400	\$ 3,400	7.59%	\$ 0.71	0.01%
3012	Medicare/Social Security	\$ 122,813	\$ 138,100	\$ 146,100	\$ 146,100	5.79%	\$ 30.64	0.36%
DEPARTMENTAL TOTAL								
		\$ 3,661,588	\$ 4,074,260	\$ 4,036,106	\$ 4,036,106	-0.94%	\$ 846.43	9.92%
TOTAL EMPLOYEE BENEFITS		\$ 3,661,588	\$ 4,074,260	\$ 4,036,106	\$ 4,036,106	-0.94%	\$ 846.43	9.92%

				FY 2020	FY 2020		FY 2020	FY 2020
		FY 2018	FY 2019	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	<u>ADDITIONAL APPROPRIATIONS</u>							
ADDITIONAL APPROPRIATIONS								
	Capital Budget Request	\$ 516,692	\$ 455,558	\$ 705,820	\$ 705,820	54.94%	\$ 148.02	1.73%
	Offset Reciepts	\$ 18,953	\$ 18,998	\$ 18,084	\$ 18,084	-4.81%	\$ 3.79	0.04%
	Cherry Sheet Offsets	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	Snow and Ice Deficit	\$ 208,145	\$ 171,350	\$ -	\$ -	-100.00%	\$ -	0.00%
	State and County Charges	\$ 89,523	\$ 91,612	\$ 93,692	\$ 93,692	2.27%	\$ 19.65	0.23%
	Allowance for Abatements/Exemptions	\$ 95,516	\$ 200,000	\$ 150,000	\$ 150,000	-25.00%	\$ 31.46	0.37%
	DEPARTMENTAL TOTAL	\$ 928,829	\$ 937,518	\$ 967,596	\$ 967,596	3.21%	\$ 202.92	2.38%
	GRAND TOTAL - TOWN BUDGET	\$ 36,418,437	\$ 38,911,563	\$ 40,688,830	\$ 40,688,830	4.57%	\$ 8,533	100.00%

FY 2020 ENTERPRISE FUND BUDGETS							
		FY 2017	FY 2018	FY 2019	FY 2020	FY 2020	
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	ACTUAL	APPROPRIATED	DEPARTMENT REQUEST	TOWN MANAGER BUDGET	PERCENT CHANGE
WATER DEPARTMENT							
	WD Salaries	\$ 122,031	\$ 122,759	\$ 126,957	\$ 145,271	\$ 145,271	14.43%
	WD Wages	\$ 171,307	\$ 193,076	\$ 215,106	\$ 167,539	\$ 167,539	-22.11%
	WD Expenses	\$ 619,773	\$ 510,616	\$ 535,704	\$ 547,269	\$ 547,269	2.16%
	WD Debt Service	\$ 356,716	\$ 398,045	\$ 400,393	\$ 402,140	\$ 402,140	0.44%
100	DEPARTMENTAL TOTAL	\$ 1,269,827	\$ 1,224,496	\$ 1,278,160	\$ 1,262,219	\$ 1,262,219	-1.25%
SEWER DEPARTMENT							
	Sewer Salaries	\$ 18,301	\$ 18,200	\$ 18,642	\$ 19,395	\$ 19,395	4.04%
	Sewer Wages	\$ 34,079	\$ 39,119	\$ 37,461	\$ 38,974	\$ 38,974	4.04%
	Sewer Expense	\$ 619,440	\$ 595,119	\$ 633,821	\$ 629,420	\$ 629,420	-0.69%
	Sewer Debt Service	\$ 4,938	\$ 4,050	\$ 38,338	\$ 37,619	\$ 37,619	-1.87%
200	DEPARTMENTAL TOTAL	\$ 676,758	\$ 656,488	\$ 728,261	\$ 725,408	\$ 725,408	-0.39%
FOUR CORNERS SEWER DEPARTMENT							
	Four Corners Sewer Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	Four Corners Sewer Wages	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	Four Corners Sewer Expense	\$ -	\$ -	\$ 31,424	\$ 20,618	\$ 20,618	-34.39%
	Four Corners Sewer Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
300	DEPARTMENTAL TOTAL	\$ -	\$ -	\$ 31,424	\$ 20,618	\$ 20,618	-34.39%
LOCAL ACCESS CABLE DEPARTMENT							
	Cable Salaries	\$ 67,795	\$ 70,921	\$ 75,731	\$ 77,180	\$ 77,180	1.91%
	Cable Wages	\$ 41,188	\$ 50,079	\$ 52,210	\$ 54,259	\$ 54,259	3.92%
	Cable Expenses	\$ 62,862	\$ 64,174	\$ 72,783	\$ 75,337	\$ 75,337	3.51%
	Cable Minor Capital	\$ 45,187	\$ 6,462	\$ 10,000	\$ 5,000	\$ 5,000	-50.00%
400	DEPARTMENTAL TOTAL	\$ 217,032	\$ 191,636	\$ 210,724	\$ 211,776	\$ 211,776	0.50%
TOTAL ENTERPRISE FUNDS		\$ 2,163,617	\$ 2,072,620	\$ 2,248,570	\$ 2,220,021	\$ 2,220,021	-1.27%

		APPENDIX B			FACTOR:	1.0200
		Town of Groton Personnel By-Law				
		Wage and Classification Schedule				
		Fiscal Year 2020 (Effective July 1, 2019)				
Grade	Position Title	Low				High
4	Salary					
		38,877				48,112
	Wages					
		18.72				23.12
5	Salary					
		41,097				50,866
	Wages					
		19.78				24.46
7	Salary					
		47,520				60,192
	Wages					
		23.39				28.93
8	Salary					
		53,946				66,795
	Wages					
		25.94				32.11
9	Salary					
		55,246				68,364
	Wages					
		26.56				32.87
10	Salary					
	Executive Assistant to Town Manager	63,360				79,969
	Wages					
		30.47				40.94
11	Salary					
	Human Resources Director	68,069				84,234
	Wages					
		32.73				40.50
12	Salary					
		68,274				84,528
	Wages					
		32.84				40.65

		APPENDIX B			FACTOR:	1.0200
		Town of Groton Personnel By-Law				
		Wage and Classification Schedule				
		Fiscal Year 2020 (Effective July 1, 2019)				
Grade	Position Title	Low				High
13	Salary					
		70,712				89,749
	Wages					
		33.71				41.72
14	Salary					
		70,701				87,489
	Wages					
		34.00				42.06
15	Salary					
		74,554				92,256
	Wages					
		35.83				44.35
16	Salary					
		77,247				95,645
	Wages					
		37.14				45.96
17	Salary					
		86,541				107,060
	Wages					
		41.61				51.48
18	Salary					
		93,589				115,824
	IT Director					
	Wages					
		45.00				55.69
19	Salary					
		96,047				118,843
	Wages					
		46.17				57.16
20	Salary					
		102,986				126,659
	Wages					
		49.52				60.90

APPENDIX B					
NON-CLASSIFIED, TEMPORARY SEASONAL AND STIPEND POSITIONS					
NON-STEP AND STIPEND POSITIONS					
FIRE/EMS DEPARTMENT			Country Club Seasonal Employees		
Deputy Chief: Fire	25.34		Pro Shop Staff		12.75 - 17.00
Call Captain: Fire	24.51		Pool Staff		12.75 - 17.00
Call Lieutenant: Fire	24.02		Lifeguards		12.75 - 18.00
Call Firefighter	21.01		Swim Coaches		12.75 - 21.75
Call Emergency Medical Technician	21.01		Camp Staff		12.75 - 17.00
Probationary Firefighter	17.50		Counselors		12.75 - 18.00
Probationary Emergency Medical Technician	17.50		Buildings & Grounds		12.75 - 26.75
			Library Shelves		12.75 - 18.00
MISCELLANEOUS					
Veteran's Agent	1,742				
Director of Veteran's Services	1,742				
Earth Removal Inspector	1,500				
Dog Officer	15,000				
Animal Inspector	2,082				
Animal Control Officer	2,082				
Town Diarist	1.00				
Keeper of the Town Clock	1.00				
Per Diem Van Driver	18.66 - 21.00				
Park Ranger	12.75				
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



2019 FALL TOWN MEETING

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

Beginning Monday, October 21, 2019 @ 7:00 PM

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 21, 2019**

Town Moderator:

Jason Kauppi

Deputy Moderator

Stuart Schulman

Select Board:

Joshua Degen, Vice-Chair
John Giger
Alison Manugian, Chair
Becky Pine
John Reilly, Clerk

Finance Committee:

Colby Doody
Gary Green, Vice-Chair
David Manugian
Arthur Prest
Bud Robertson, Chair
Scott Whitefield

Town Manager:

Mark W. Haddad
Dawn Dunbar, Executive Assistant

Town Clerk:

Michael Bouchard

The meeting was called to order at 7:00 PM. Mr. Jason Kauppi presided as Moderator. There is no quorum requirement. 64 attendees were present at 7:00. Later in the meeting, 106 voters were in attendance.

Mr. Kauppi made announcements pertaining to current events. Mr. Cunningham announced the opening of "The Center" (formerly The Senior Center) and a dedication and open house on November 2. Mr. Kauppi then asked for a moment of silence in memory of recent passings in the Groton community.

Officer Gregory Steward and Canine Bane led the Meeting in the 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 seconded and passed by a unanimous vote.

**FALL TOWN MEETING WARRANT
OCTOBER 21, 2019**

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, 344 Main Street, Groton, Massachusetts in said Town on Monday, the twenty-first day of October, 2019 at Seven O'clock in the evening, to consider the following:

ARTICLE LISTINGS

Article 1	Prior Year Bills	Passed
Article 2	Amend the Fiscal Year 2020 Town Operating Budget	Passed
Article 3	Transfer within Water Enterprise Fund	Passed
Article 4	Transfer within Sewer Enterprise Fund	Withdrawn
Article 5	Transfer Money into the Capital Stabilization Fund	Passed
Article 6	Transfer Money into the Stabilization Fund	Withdrawn
Article 7	Transfer Money into the GDRSD Capital Stabilization Fund	Passed
Article 8	Install Crosswalk Signage on Main Street	Passed
Article 9	Community Preservation Committee Funding Recommendations	Withdrawn
Article 10	Update Assessors Maps/Cyclical Inspections	Passed
Article 11	Funding for Stormwater Master Plan	Passed
Article 12	Amend Bylaws – Ban Single-Use Plastic Bags	Passed
Article 13	Purchase Trimper Property	Withdrawn
Article 14	Establishment of Revolving Funds	Passed
Article 15	Annual Spending Limits for Revolving Funds	Passed
Article 16	Acceptance of Amelia Way as a Town Way	Withdrawn
Article 17	Acceptance of Mockingbird Hill Road as a Town Way	Passed
	Report of the Town Manager to the 2019 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: John Reilly

MOTION: I move that the sum of \$3,195 be transferred from the Excess and Deficiency Fund (Free Cash) for the payment of the following bills of a prior fiscal year:

A-1 Odd Jobs	\$ 150
Waste – Zero	<u>\$3,045</u>
Total	\$3,195

Moved and Seconded

Quantum of Town Meeting Vote: 4/5's Majority

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

ARTICLE 2: AMEND THE FISCAL YEAR 2020 TOWN OPERATING BUDGET

To see if the Town will vote to amend the Fiscal Year 2020 Operating Budget as adopted under Article 4 of the 2019 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 2020, 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 2020 Town Operating Budget was approved at the 2019 Spring Town Meeting in April, 2019. 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 2020 Operating Budget. Please see the Town Manager's Report contained in the back of this Warrant for an explanation outlining the proposed changes.*

Mover: Joshua Degen

MOTION: I move to amend the Fiscal Year 2020 Operating Budget, as adopted under Article 4 of the April 29, 2019 Spring Town Meeting, as follows, each line item to be considered as a separate appropriation for the purposes voted:

GENERAL GOVERNMENT: By increasing the General Government Appropriation from \$2,086,103 to \$2,096,103 so as to increase Line Item 1052 – “Town Accountant Expenses” by \$10,000, from \$34,056 to \$44,056; And to transfer the sum of \$10,000 from the Excess and Deficiency Fund (Free Cash) to fund said increase.

PROTECTION OF PERSONS AND PROPERTY: By increasing the Protection of Persons and Property Appropriation from \$4,358,041 to \$4,399,782 so as to: increase Line Item 1312 – “Fire Department Expenses” by \$37,741, from \$174,700 to \$212,441; and increase Line Item 1350 – “Emergency Management Agency Salary” by \$4,000, from \$0 to \$4,000; And to transfer the sum of \$37,741 from the Excess and Deficiency Fund (Free Cash), and, further, to raise and appropriate from the tax levy and other general revenues of the Town the sum of \$4,000 to fund said increases.

DEBT SERVICE: By increasing the Debt Service Appropriation from \$1,607,259 to \$1,677,652 so as to increase Line Item 2007 – “Short Term Debt – Interest - Town” by \$70,393 from \$13,000 to \$83,393; And to raise and appropriate from the tax levy and other general revenues of the Town the sum of \$70,393 to fund said increase.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- General Government – expenses associated with a software upgrade to the Town Accountant’s system
- Protection of Persons and Property – Gear and equipment for 11 new fire department call-recruits (\$37,741), and \$4,000 to fund the Fire Chief’s contract clause as Emergency Management Agency Director.
- Debt Service – Interest on the Bond Anticipation Note

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

ARTICLE 3: 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 2020 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 2020 Water Department's Operational Expenses.*

Mover: Tom Orcutt

MOTION: I move that the sum of \$150,000 be transferred from the Water Enterprise Fund Surplus to the Fiscal Year 2020 Water Enterprise Department Budget for general expenses.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- This money is requested in order to fund water quality testing, engineering and a design plan for the Groton Water System.

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

ARTICLE 4: TRANSFER WITHIN SEWER ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Sewer Enterprise Fund Surplus to the Fiscal Year 2020 Sewer Enterprise Department Budget for general expenses, or to take any other action relative thereto.

BOARD OF SEWER COMMISSIONERS

Select Board: *Article Indefinitely Postponed*

Finance Committee: *Article Indefinitely Postponed*

Sewer Commission: *Article Indefinitely Postponed*

Summary: *This article will request a transfer of funds from Sewer Surplus to help fund the Fiscal Year 2020 Sewer Department's Operational Expenses.*

Mover: Jim Gmeiner

MOTION: I move that Article 4 be indefinitely postponed.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Main Motion: Passed by Unanimous Vote

ARTICLE 5: TRANSFER MONEY INTO THE CAPITAL STABILIZATION FUND

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow pursuant to any applicable statute, 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 Unanimously*
Finance Committee: *Recommended Unanimously*

Summary: *As of the Printing of this Warrant, the Fund has a balance of \$171,958. The financial management goal is to achieve and maintain a balance in the Capital Stabilization Fund equal to 1.5% of the total annual budget. The target amount for the Capital Stabilization Fund will be provided at Town Meeting.*

Mover: Joshua Degen

MOTION: I move that the sum of \$500,000 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:

- This transfer enables funding of the current capital plan.

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

ARTICLE 6: TRANSFER MONEY INTO THE STABILIZATION FUND

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 added to the sum already on deposit in the Stabilization Fund, or to take any other action relative thereto.

SELECT BOARD

Select Board: *Article Indefinitely Postponed*
Finance Committee: *Article Indefinitely Postponed*

Summary: *As of the printing of this Warrant, the balance in this fund is \$1,988,036. 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: John Giger

MOTION: I move that Article 6 be indefinitely postponed.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- The Stabilization Fund is currently at its 5% target amount.

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

ARTICLE 7: TRANSFER MONEY INTO THE GDRSD CAPITAL STABILIZATION FUND

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 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 Unanimously*
Finance Committee: *Recommended Unanimously*

Summary: *As of the printing of the Warrant, the balance in this fund is \$214,160. This fund covers 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: Rebecca Pine

MOTION: I move that the sum of \$261,000 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**

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

ARTICLE 8: INSTALL CROSSWALK SIGNAGE ON MAIN STREET

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 engineering and installation of lighted crosswalk signage, and all costs related and associated thereto at the crosswalk located at the Groton Dunstable Middle School on Main Street, or to take any other action relative thereto.

SELECT BOARD

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

Summary: *The Town, through a grant from the Department of Transportation's Complete Streets Program, has installed lighted crosswalk signage at almost every crosswalk on Main Street. These lighted signs have dramatically improved pedestrian safety up and down Main Street. One Crosswalk that has not been addressed is the one located at the Florence Roche Elementary/Groton Dunstable Regional Middle School. The Select Board would like to install a lighted sign at this location as well. While the State is responsible for the maintenance of this*

section of Main Street, they will not pay for lighted crosswalk signs, therefore, if the Town wants them installed at this location, the Town will have to pay for them.

Mover: Rebecca Pine

MOTION: I move that the sum of \$15,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the engineering and installation of lighted crosswalk signage, and all costs related and associated thereto at the crosswalk located at the Groton Dunstable Middle School on Main Street.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 8 – Main Motion: Passed by Unanimous Vote

ARTICLE 9: 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 2020, and vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, and by authorizing the Select Board, with the approval of the Community Preservation Committee, to acquire, by purchase, gift or eminent domain, such real property interests in the name of the Town, or enforceable by the Town, including real property interests in the form of permanent affordable housing restrictions and historical preservation restrictions that will meet the requirements of Chapter 184 of the General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

CPC Proposal A: Prescott School Sprinkler System To Be Determined

Summary: *The 2018 Spring Town Meeting appropriated funding from the Community Preservation Account to install a sprinkler system at the Prescott School. Bid specifications, asking for a "Design/Build" concept was adopted for the bidding strategy. Unfortunately, sprinkler installation companies were not interested on bidding on this kind of project. Based on this, the Friends of Prescott, with the support of the Town Manager, has gone back to the CPC and requested permission to expend some of the funds authorized for this project on the design of the system. The Friends have now designed the system and gone back out to bid. Bids were due on October 16th (after the Warrant went to Print). In the event that the bids come in higher than the remaining balance of the project (approximately \$225,000), this Article will seek the additional funding from Community Preservation Funding to pay for the entire project. This Article should be considered a placeholder for this purpose. Should bids come in under the remaining balance, this Article will be withdrawn.*

Select Board: Article Withdrawn

Finance Committee: Article Withdrawn

Community Preservation Committee: Article Withdrawn

COMMUNITY PRESERVATION COMMITTEE

Mover: Rebecca Pine

MOTION: I move that Article 9 be indefinitely postponed.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- No bids were received

Vote on Article 9 – Main Motion: Passed by Unanimous Vote

ARTICLE 10: ASSESSORS CYCLICAL INSPECTIONS

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money, to be expended by the Town Manager, for the purpose of starting the cyclical inspection process of inspecting every property in town within the Department of Revenue's five year period guidelines, said inspections to commence in the Spring of 2020 and to continue every year thereafter, or to take any other action relative thereto.

BOARD OF ASSESSORS

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *The Assessors' Office is required to perform inspections of every property in Town to comply with Massachusetts Department of Revenue Guidelines. Cyclical inspections are required to be performed on a yearly basis to cover the entire Town in a five (5) year span.*

Mover: John Reilly

MOTION: I move to raise and appropriate from the tax levy and other general revenues of the Town the sum of \$21,600, to be expended by the Town Manager, for the purpose of starting the cyclical inspection process of inspecting every property in town within the Department of Revenue's five year period guidelines, said inspections to commence in the Spring of 2020 and to continue every year thereafter.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- This is to fund a state requirement to inspect all properties within a 5 year period.
- This article funds one year's worth of inspections.

Vote on Article 10 - Main Motion: Passed by Majority Vote

ARTICLE 11: FUNDING FOR STORMWATER STRATEGY

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 retaining consultants and engineers to assist the Town in developing a Stormwater funding strategy, and all costs associated and related thereto, to comply with Massachusetts Small Municipal Separate Storm Water Sewer System General Permit (MS4), or to take any other action relative thereto

**TOWN MANAGER
DPW DIRECTOR**

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

Summary: *The Municipal Separate Stormwater Sewer System Permit (MS4) was created to address Stormwater sewer systems in Municipalities. Stormwater typically contains a number of pollutants, such as oil and grease from roadways and parking lots, pesticides and fertilizers from lawns, sediment from construction sites, sand and dirt from roadway maintenance practices, and carelessly discarded trash such as cigarette butts, wrappers, and plastic bottles. When these pollutants enter water bodies, they can contaminate drinking water supplies, hinder recreation activities, and harm aquatic and other wildlife habitats. In addition to washing pollutants into our surface waters, improperly managed storm water runoff can result in soil erosion and flooding. The purpose of the MS4 Permit is to ensure Municipalities are addressing this issue. To that end, the Town of Groton needs to develop a strategy to address the expense of stormwater runoff. The purpose of this article is to provide funding to hire consultants to help the Town develop a funding strategy.*

Mover: Alison Manugian

MOTION: I move that the sum of \$15,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the purpose of retaining consultants and engineers to assist the Town in developing a Stormwater funding strategy, and all costs associated and related thereto, to comply with Massachusetts Small Municipal Separate Storm Water Sewer System General Permit (MS4).

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- The stormwater strategy development is a state requirement.

Vote on Article 11 – Main Motion: Passed by Unanimous Vote.

ARTICLE 12: AMEND BYLAWS – BAN SINGLE-USE PLASTIC BAGS

To see if the Town will vote to amend the General Bylaws of the Town by creating a new Chapter 200 entitled “Single-Use Plastic Bags” as follows:

CHAPTER 200 – Single-Use Plastic Bags

§ 200-1. Purpose and intent.

- A. The production and use of thin-film, single-use plastic checkout bags have significant impacts on the environment, including but not limited to: contributing to the potential death of marine animals through ingestion and entanglement, contributing to pollution of the land environment, creating a burden to solid waste collection and recycling facilities, clogging storm drainage systems. Single-Use plastic bags require the use of millions of barrels of crude oil nationally for their manufacture, and are not biodegradable. They gradually disintegrate into minute particles which absorb toxins contaminating the food chain including the food humans eat.
- B. The goal of this bylaw is to reduce the common use of plastic checkout bags and to encourage the use of reusable bags by consumers, thereby reducing local land and marine pollution, advancing solid waste reduction, protecting the Town's unique natural beauty and irreplaceable natural resources, and improving the quality of life for the citizens of the Town.

§ 200-2. Definitions.

As used in this article, the following terms shall have the meanings indicated:

ASTM D6400 — The American Society for Testing and Materials (ASTM) International Standard Specification for Compostable Plastics.

CHECKOUT BAG — A bag with or without handles provided by a store to a customer at the point of sale that is intended for the purpose of transporting food or merchandise out of the store.

COMPOSTABLE PLASTIC BAG — A plastic bag that conforms to the current ASTM D6400 standard specifications by a recognized verification entity.

PRODUCT BAG —

- A. A bag in which loose produce, bulk items, unwrapped baked goods or prepared food, or other products are placed by the consumer to deliver such items to the point of sale or checkout area of the store; or
- B. A bag that contains or wraps foods to retain moisture or to segregate foods (like meat or ice cream) or other items to prevent contamination or damage when the items are placed together in a recyclable bag or reusable bag. Bags without handles used to cover clothing such as a dry-cleaning bag are not included in this definition.

RECYCLABLE PAPER BAG — A paper bag that is 100% recyclable and contains at least 40% post-consumer recycled content, and displays in a visible manner on the outside of the bag:

- A. The word "recyclable" or a symbol identifying the bag as recyclable; and
- B. A label identifying the bag as being made from post-consumer recycled content and the percentage of post-consumer recycled content in the bag.

REUSABLE BAG — A bag that is either:

- A. Made of cloth or other machine-washable fabric; or
- B. Made of plastic other than polyethylene or polyvinyl chloride that is durable, non-toxic, and generally considered a food-grade material, and is more than four mils in thickness.

SINGLE-USE PLASTIC CHECKOUT BAG — A plastic checkout bag that is less than four mils thick and is not a compostable plastic bag.

STORE — Any commercial enterprise selling goods, food or services directly to the public, whether for or not for profit, including, but not limited to, convenience and grocery stores, markets, restaurants, pharmacies, liquor stores, take-out food purveyors, and merchandise retailers.

§ 200-3. Use regulations.

- A. No store in the Town shall provide to any customer a single-use plastic checkout bag. Existing stock should be phased out within six months of July 1, 2020, and any remaining stock should be disposed of properly.
- B. If a store provides checkout bags to customers, it may only provide reusable bags, recyclable paper bags or compostable plastic bags.
- C. If a store provides product bags to customers, the bag shall comply with the requirements of being either a reusable bag, recyclable paper bag or compostable bag.

§ 200-4. Administration and enforcement.

- A. This bylaw may be enforced by any Town police officer or agent of the Board of Health or other individuals appointed by the Town Manager.
- B. A person, individually or by his servant or agent, who violates any provision of this bylaw may be penalized by a noncriminal disposition pursuant to MGL c. 40, § 21D, and the Town's noncriminal disposition bylaw. The following penalties apply:

- [1] First violation: a written warning.
- [2] Second violation: fine of \$100.
- [3] Third violation: fine of \$200.
- [4] Fourth and subsequent violations: fine of \$300.

- C. Each day the violation continues constitutes a separate violation.

§ 200-5. Effective date.

This bylaw takes effect on July 1, 2020.

SELECT BOARD

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

Summary: *The purpose of this by-law is to promote the use of reusable bags by reducing the number of paper bags and eliminating the use of thin-film, single-use plastic checkout bags distributed in the Town of Groton. Reducing the use of paper bags and eliminating the use of thin-film, single-use plastic bags through a combined effort by citizens and businesses will have a positive impact on our environment including, but not limited to: reducing waste and unnecessary strains on recycling resources; minimizing litter, reducing the carbon footprint of Groton; protecting our ponds, lakes, and waterways; avoiding the waste of finite natural resources; protecting land and water based small animals; and preserving the unique natural beauty of our Town.*

Mover: John Giger

MOTION: I move to enact a new Chapter 200 of the Town of Groton General Bylaws, entitled "Single Use Plastic Bags" with an effective date of July 1, 2020, as printed in the Warrant.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- Discussion ensued on the environmental impacts of single use plastic bags and the alternatives of paper bags and reuseable bags.
- Environmental impacts discussed included impact of manufacturing, waste, and transportation.
- Some pointed out that, while these bags have a single use at the store, they often get at least one or more uses after the store. Unable to do most of these additional uses with paper bags.
- One person questioned why this article was on a Fall Town Meeting warrant.
 - There is no restriction from the Select Board placing this article on the Fall warrant. Since its date of effect will be July 1, 2020, it was desired to give the most advance notice.

Motion to Indefinitely Postpone Article 12

Moved and Seconded
Quantum: Majority

- The Board of Health supports Article 12.
- One pointed out that most single use plastic bags are not recycled; approximately 4-7% are recycled according to the MMA.

MOTION to Move the Question – Indefinitely Postpone

Moved and Seconded
Quantum: 2/3/ Majority
Vote of Motion to Move the Question - Indefinitely Postpone:
Passed by 2/3 Majority

VOTE on Motion to Indefinitely Postpone Article 12: Defeated

- This issue is being implemented by fines. Why not incentivize?
- Bags other than "checkout" bags are excluded from the ban.

- A Resident has used the same 10 reusable bags for 10 years, they cost \$.10 each. That's a good model for the future.
- Groton cares for the environment, as evidenced by open space, clean rivers and ponds, and other environmental measures. This will also be a helpful step for the environment.

MOTION to Move the Question (Article 12 – Main Motion):

Moved and Seconded

Quantum: 2/3 Majority

Vote on Motion to Move Article 12- Main Motion: Passed by 2/3 Majority

VOTE on Article 12 – Main Motion: Passed by Majority Vote

ARTICLE 13: PURCHASE TRIMPER PROPERTY

To see if the Town of Groton will vote to appropriate the sum of \$400,000 for the acquisition by gift, negotiated purchase or eminent domain a parcel of 36.21 acres and 5.85 acres owned by the Helen H. Trimper Investment Trust as shown as parcels labeled “Remaining Land of Helen H. Trimper, Trustee of the Helen H. Trimper Investment Trust” and “Parcel “A”” respectively on the plan entitled “Plan of Land in Groton, Mass.” prepared by David E. Ross Associates, Inc., dated April 2, 2019, both parcels to be managed and controlled by the Conservation Commission of the Town of Groton for conservation and passive outdoor recreation purposes pursuant to M.G.L. Section 8C of Chapter 40; to transfer the sum of \$400,000 from the Conservation Fund therefor to authorize an application for a Massachusetts Local Acquisitions for Natural Diversity (LAND) Program grant, in the event that such a grant is awarded to the Town, then, to the extent permitted by the terms of the grant, said proceeds to be returned to the Conservation Fund; that the Town Manager or Select Board be authorized to file on behalf of the Town of Groton any and all applications deemed necessary under the Self-Help Act (M.G.L. Chapter 132A, Section 11) or any other applications for funds in any way connected with the scope of this acquisition, and that the Town Manager and the Select Board and the Conservation Commission be authorized, as they deem appropriate, to enter into all agreements and execute any and all instruments including the conveyance of a perpetual conservation restriction in accordance with M.G.L. Chapter 184 as required by Section 12(a) of Chapter 44B or Chapter 293 Section 10 of the Acts of 1998 as amended, as may be necessary on behalf of the Town of Groton to affect said purchase, which conservation restriction may be granted to the Groton Conservation Trust or any other organization qualified and willing to hold such a restriction, or to take any other action relative thereto.

CONSERVATION COMMISSION

Select Board: Article Withdrawn

Finance Committee: Article Withdrawn

Summary: *Applying for a state grant will enable the Town to leverage funds already set aside in the Conservation Fund for the acquisition of approximately 42 acres of conservation land. The Conservation Commission is able to spend from the Conservation Fund without Town Meeting approval; however, the Commission needs approval to apply for and receive reimbursement from the grant. The negotiated purchase price for this property is \$400,000 and the grant would reimburse approximately \$243,000 to the Conservation Fund. This land has*

frontage on Martins Pond Road and is adjacent to Williams Barn/Sorhaug Woods, which in turn connects across Chicopee Row to extensive acreage of conserved land extending north towards Reedy Meadow Road. To the east, Williams Barn/Sorhaug Woods connects to a number of conserved lands extending northeast into Dunstable. Acquiring this land will significantly increase the connectivity between these northern open spaces and the Town center via the Gibbet Hill/Scarlet Hill Conservation Restriction areas. The property itself includes approximately 7 acres of open meadow atop a drumlin and drops to the west nearly 170 feet through beautiful mixed woodland into a wetland, which drains into Martins Pond. Protecting large tracts of contiguous open space ensures a diversity of wildlife, habitats, and recreational opportunities for generations of Groton residents.

Mover: Alison Manugian

MOTION: I move that Article 13 be indefinitely postponed.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Grant funding not received

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

ARTICLE 14: ESTABLISHMENT OF REVOLVING FUNDS

To see if the Town will vote to amend Section 71-1 of the Town of Groton Bylaws (entitled “Funds Established”, by inserting the following amendment establishing two new revolving funds, to follow after the “Access for Persons with Disabilities” revolving fund:

<u>Program or Purpose</u>	<u>Representative or Board Authorized to Spend</u>	<u>Departmental Receipts</u>
Transfer Station Glass	DPW Director	User fees received for use of Glass Plant
Senior Center Fitness Equipment	Council on Aging Director	User fees received from users of fitness equipment

and, further, to amend Section 71-2 (entitled “Limitation on or increase in expenditures) by adding the following text to the end of the existing text: “The second paragraph of Massachusetts General Law Chapter 40, §3 is accepted to allow any balance in the Transfer Station Glass Plant Revolving Account and the Senior Center Fitness Equipment Revolving Account at the close of each fiscal year to remain available for expenditure, without appropriation for such purposes in future years.”

or to take any other action relative thereto.

**DPW DIRECTOR
COUNCIL ON AGING DIRECTOR**

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

Summary: *This Article creates two new revolving funds. One will allow the DPW Director to collect fees from municipalities who utilize the new glass pulverizing plant at the Transfer Station, and then expend those fees for the purpose of general up-keep and maintenance on that equipment. The second one will allow the Council on Aging Director to collect fees from individuals who utilize the new fitness equipment at the Senior Center, and then expend those fees for the purpose of general up-keep and maintenance on that equipment. It is expected that the fund balance in this account will eventually accumulate to also cover replacement of equipment as this becomes necessary.*

Mover: John Giger

MOTION: I move to amend Section 71-1 of the Town of Groton Bylaws (entitled "Funds Established") as printed in the Warrant, and, further, vote to amend Section 71-2 (entitled "Limitation on or increase in expenditures") as printed in the Warrant.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

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

ARTICLE 15: ANNUAL SPENDING LIMITS FOR REVOLVING FUNDS

To see if the Town will vote, pursuant to the provisions of G.L. c. 44 sec 53E½ and the Revolving Fund Bylaw, to set the FY 2020 spending limits on the following revolving funds as follows:

Program or Purpose	FY 2020 Spending Limit
Transfer Station Glass	\$10,000
Senior Center Fitness Equipment	\$10,000

or take any other action relative thereto.

TOWN MANAGER

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

Summary: *The purpose of this Article is to set the annual spending limits on the two newly created Revolving Fund Accounts at \$10,000.*

Mover: John Reilly

MOTION: I move, pursuant to the provisions of G.L. c. 44 sec 53E½ and the Revolving Fund Bylaw, to set the FY 2020 spending limits on the following revolving funds as follows:

Program or Purpose	FY 2020 Spending Limit
Transfer Station Glass	\$10,000
Senior Center Fitness Equipment	\$10,000

Moved and Seconded

Quantum of Town Meeting Vote: Majority

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

ARTICLE 16: 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: *Article Withdrawn*

Finance Committee: *No Position*

Summary: *To accept Amelia Way as a public way.*

Mover: John Giger

MOTION: I move that Article 16 be indefinitely postponed.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- The road is owned by the individual houses. The road needs to be unattached from the houses in order to be accepted.
- The expected signoffs from homeowners have not arrived to the Town.
- Mr. Kelly, speaking for the developer and residents, asked for the road to be accepted and issues to be resolved within the 120 day legal window for doing so.

MOTION to Move the Question: Article 16 - Main Motion:

Moved and Seconded

Quantum: 2/3 Majority

Vote on Motion to Move Article 16 - Main Motion: Passed by 2/3 Majority

Vote on Article 16 – Main Motion: Passed by Majority Vote

ARTICLE 17: ACCEPTANCE OF MOCKINGBIRD HILL ROAD AS A TOWN WAY

To see if the Town will vote to accept Mockingbird Hill Road as a public way, as recommended by the Planning Board and laid out by the Select Board and shown on a plan entitled “Roadway As-Built for Mockingbird Hill Road, Sta. 0+00 – 16+13.23, in Groton, Massachusetts”, prepared by R. Wilson Associates, dated July 12, 2019, recorded with the Middlesex South District Registry of Deeds, 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 Mockingbird Hill Road as a public way.*

Mover: Alison Manugian

MOTION: I move to accept Mockingbird Hill Road as a public way, as recommended by the Planning Board and laid out by the Select Board and shown on a plan entitled “Roadway As-Built for Mockingbird Hill Road, Sta. 0+00 – 16+13.23, in Groton, Massachusetts”, prepared by R. Wilson Associates, dated July 12, 2019, recorded with the Middlesex South District Registry of Deeds, 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Planning Board is unanimous in its recommendation to layout accept the road.
- Mockingbird Hill Road is built to specifications. The performance bond should be released.

Vote on Article 17 – Main Motion: Passed by Unanimous Vote

MOTION to Dissolve the Fall 2019 Town Meeting:

Moved and Seconded

Vote on the Motion to Dissolve: Passed by Unanimous Vote

The Fall 2019 Town Meeting was dissolved at 8:17 pm on October 21, 2019.

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 30th Day of September in the year of our Lord Two Thousand Nineteen.

Alison S. Manugian

Alison S. Manugian, Chair

Joshua A. Degen

Joshua A. Degen, Vice Chair

John F. Reilly

John F. Reilly, Clerk

John R. Giger

John R. Giger, Member

Rebecca H. Pine

Rebecca H. Pine, Member

OFFICERS RETURN

Groton, Middlesex

Pursuant to the within Warrant, I have this day notified the Inhabitants to assemble at the time, place, and for the purpose mentioned as within directed. Personally posted by Constable.

Constable

Date Duly Posted

REPORT OF THE TOWN MANAGER TO THE 2019 FALL TOWN MEETING

The 2019 Fall Town Meeting Warrant contains several warrant articles that seek appropriations, some of which will affect the Tax Rate and some of which will have no further impact on taxes. The purpose of this report is to provide the residents and taxpayers with a summary of these articles and what impact they will have on the Fiscal Year 2020 Tax Rate.

As you will recall, the 2019 Spring Town Meeting voted a budget of \$39,721,234, which was \$197,995 under the levy limit based on our best estimate of revenues at that time. At that Town Meeting, we estimated that the Fiscal Year 2020 Tax Rate would be \$18.59. Since that time, we have begun to get a better picture of our estimates. Most importantly, in July, the Commonwealth finalized its budget and provided the Town with its final State Aid Estimates. Further, the Assessors continue to work toward the finalization of the Town's new growth figure. They should have it certified by the end of October. At this time, it appears that our revenue estimates will be higher than what we anticipated in the Spring. The main reason for this increase is that New Growth will come in higher than estimated in the Spring due to the completion of the Full Measure and List conducted by the Board of Assessors. Every property in Town was inspected and various improvements to properties that had been previously unknown to the Town were discovered and property values were adjusted which added more Growth to the Levy Limit. 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	\$ 965,342	\$ 971,581	\$ 6,239
State Charges	\$ 93,692	\$ 93,392	\$ (300)
Off-Set Receipts	\$ 18,084	\$ 18,527	\$ (443)
Property Tax Levy	\$ 31,778,998	\$ 31,960,098	\$ 181,100
Excluded Debt	\$ 2,000,028	\$ 2,070,421	\$ 70,393
Allowance for Abatements	\$ 150,000	\$ 200,000	\$ (50,000)
Local Receipts	\$ 4,120,480	\$ 4,120,480	\$ -
		Difference	\$ 206,989

With these revised estimates and proposed expenditures at this Town Meeting, the budget will increase to \$39,817,227 and will be \$309,591 under the levy limit. Article 2 of the Warrant proposes to amend the original budget in some line items. With these expenditures and the increase in the overall value of the Town, the anticipated tax rate will decrease slightly to \$18.57, but the average tax bill will increase by an additional \$23 over the original estimated increase in the Spring (\$220), bringing a new anticipated increase in the average tax bill to \$243. In addition, the Department of Revenue has certified the Town's Excess and Deficiency Fund (Free Cash) at \$1,335,762. "Free Cash" is proposed to fund several of the Articles contained in the Warrant. The use of "Free Cash" will not impact the tax rate or average tax bill.

The following is a summary of Warrant Articles requesting funding:

Article 1: *Prior Year Bills*

Amount Requested: \$3,195

There are two unpaid bills for Town Meeting consideration in the amount of \$3,195. One bill is from A-1 Odd Jobs in the amount of \$150 and the second bill is from Waste-Zero in the amount of \$3,045. The funding would come from Free Cash.

Article 2: *Amend the FY20 Operating Budget*

Amount Requested: \$122,134

There are four proposed amendments to the budget, one of which will impact the average tax bill. The first amendment is to add \$10,000 to the Town Accountant's Budget to pay for additional licenses and software upgrades to our accounting software package. This funding will come from Free Cash and have no impact on the tax rate or average tax bill. The second amendment is to increase the Fire Department Budget by \$37,741 to pay for equipping and training eleven (11) new Call Firefighters. The Fire Department has ramped up its recruitment of Call Firefighters and their efforts have led to the largest recruit class of Call Firefighters since 2002. This funding will come from Free Cash and have no impact on the tax rate or average tax bill. The third amendment is to add \$4,000 to the Emergency Management Agency Salary to pay a stipend to the Fire Chief to perform this duty. While this funding will come from taxation, it will have no impact on the tax rate or average tax bill. The final amendment is to increase the debt service budget by \$70,393 to cover the interest payment in FY 2020 for the Bond Anticipation Notes on the DPW Project and Library Roof. These two projects were excluded from levy and will add \$18.36 to the average tax bill. The total increase in the average tax bill should this Article pass will be \$18.36.

Article 3: *Transfer - Water Enterprise Fund*

Amount Requested: \$150,000

The Water Commission will be seeking a transfer from their Excess and Deficiency Fund of \$150,000 to pay for engineering costs to provide solutions to the Iron and Manganese issue.

Article 4: *Transfer - Sewer Enterprise Fund*

Amount Requested: \$0

It is anticipated that this article will be withdrawn from consideration as no additional funding is needed at this time.

Article 5: *Transfer into Capital Stabilization Fund* *Amount Requested: \$500,000*

As of the writing of this report, the balance in the Capital Stabilization Fund is \$171,958. The Town's Financial Policies states that the Capital Stabilization Fund should be 1.5% of the Town's Operating Budget (\$39,857,627), or \$597,864. To reach this level, it would require a minimum appropriation of \$425,906. The proposed Capital Plan for FY 2021 currently calls for \$901,240 in proposed requests. During the budget process it will be reduced to around \$500,000. Given the fact that we leave approximately \$200,000 in this fund annually, this Article will request that \$500,000 be transferred from Free Cash to add to the Capital Stabilization Fund. This will have no impact on the tax rate or average tax bill.

Article 6: *Transfer into the Stabilization Fund* *Amount Requested: \$0*

It is anticipated that this article will be withdrawn from consideration as no additional funding is needed at his time.

Article 7: *Transfer into GDRSD Cap Stab Fund* *Amount Requested: \$261,000*

The current balance in this fund is \$214,160. The Fiscal Year 2021 District Capital Plan will require the Town to pay \$475,000 for its share of the Plan. This will require an appropriation of \$261,000 to cover the Town's share of the District's Capital Budget in FY 2021. This funding will come from Free Cash and have no impact on the tax rate or average tax bill.

Article 8: *Install Crosswalk Signage* *Amount Requested: \$15,000*

From the Summary Contained in the Warrant: The Town, through a grant from the Department of Transportation's Complete Streets Program, has installed lighted crosswalk signage at almost every crosswalk on Main Street. These lighted signs have dramatically improved pedestrian safety up and down Main Street. One Crosswalk that has not been addressed is the one located at the entrance to the Florence Roche Elementary/Groton Dunstable Regional Middle School. The Select Board would like to install a lighted sign at this location as well. While the State is responsible for the maintenance of this section of Main Street, they will not pay for lighted crosswalk signs, therefore, if the Town wants them installed at this location, the Town will have to pay for them. The anticipated cost of this lighted signage is \$15,000. This funding would come from Free Cash and have no impact on the tax rate or average tax bill.

Article 9: *CPA Funding* *Amount Requested: \$0*

Due to the fact that no bids were received for the Prescott School Sprinkler Project, it is anticipated that this Article will be withdrawn from consideration at this time.

Article 10: Cyclical Inspections

Amount Requested: \$21,600

From the Summary Contained in the Warrant: The Assessors' Office is required to perform inspections of every property in Town to comply with Massachusetts Department of Revenue Guidelines. Cyclical inspections are required to be performed on a yearly basis to cover the entire Town in a five (5) year span. It is anticipated that the Annual Cost for these inspections will be \$21,600. This funding will come from the Town's FY 2020 excess levy capacity and added to the operating budget. It will add \$0.01 to the tax rate and add \$4.59 to the average tax bill.

Article 11: Funding for Stormwater Strategy

Amount Requested: \$15,000

The Town would like to hire a consultant to assist the Town in determining a funding strategy to cover the expenses required to comply with the Town's MS4 Permit. The proposed cost to retain these services is \$15,000 and it would come from Free Cash. It is anticipated that the expense for compliance could be anywhere from \$250,000 to \$500,000 annually. The purpose of hiring a consultant is to determine the best way to cover this expense on an annual basis. Once the strategy is determined, we will return to the Spring Town Meeting in 2020 for approval. This funding would come from Free Cash and have no impact on the tax rate or average tax bill.

As stated above, the Town's Free Cash has been certified at \$1,335,762. The above stated Articles are seeking appropriations from Free Cash in the amount of \$841,936. Should they all pass, the Town will have a remaining balance in Free Cash of \$493,826.

Respectfully submitted,

Mark W. Haddad

Mark W. Haddad
Town Manager

Town of Groton, Ma				
Final Results				
Annual Town Election May 21, 2019				
Election Turnout	Precinct 1	Precinct 2	Precinct 3	Total
Groton Registered Voters (April 9, 2019)	2906	2718	2557	8181
May 21 Voter Turnout	550	479	544	1573
Turnout %	18.93%	17.62%	21.27%	19.23%
Office/Candidate	Precinct 1	Precinct 2	Precinct 3	Total
Board of Assessors	Vote for One		Three Year Term	
Donald R. Black, Candidate for Re-election	426	363	400	1189
Write - In: Scatterings	9	4	5	18
Blank	115	112	139	366
Total	550	479	544	1573
Board of Health	Vote for One		Three Year Term	
Robert J. Fleischer, Candidate for Re-election	425	339	403	1167
Write - In: Scatterings	2	5	0	7
Blank	123	135	141	399
Total	550	479	544	1573
Select Board	Vote for Two		Three Year Term	
Joshua Degen, Candidate for Re-election	248	240	282	770
Brooks T. Lyman	138	101	134	373
John G. Petropoulos	222	159	230	611
John F. Reilly	367	322	317	1006
Write - In: Scatterings	5	4	7	16
Blank	120	132	118	370
Total	1100	958	1088	3146
Commissioner of Trust Funds	Vote for One		Three Year Term	
Rachael E. Mead	435	366	410	1211
Write - In	0	1	1	2
Blank	115	112	133	360
Total	550	479	544	1573
Groton Electric Light Commission	Vote for One		Three Year Term	
Rodney Hersh, Candidate for Re-election	430	368	401	1199
Write - In: Scatterings	2	1	2	5
Blank	118	110	141	369
Total	550	479	544	1573
Groton Housing Authority	Vote for One		Five Year Term	
Brooks T. Lyman, Candidate for Re-election	350	288	320	958
Write - In: Scatterings	10	3	6	19
Blank	190	188	218	596
Total	550	479	544	1573
Park Commission	Vote for Two		Three Year Term	
Kenneth J. Bushnell, Candidate for Re-election	417	338	395	1150
Write - In: Jon Strauss	52	22	33	107
Write-in: Don Black	3	0	0	3
Write-in: Scatterings	9	7	3	19
Blank	619	591	657	1867
Total	1100	958	1088	3146
Park Commission	Vote for One		One Year Term	
Donald R. Black	394	335	378	1107
Write-in: Jon Strauss	15	11	8	34
Write - In: Scatterings	5	5	3	13
Blank	136	128	155	419
Total	550	479	544	1573

Office/Candidate	Precinct 1	Precinct 2	Precinct 3	Total
Planning Board	Vote for Two		Three Year Term	
George E. Barringer, Jr. Candidate for Re-election	401	310	380	1091
Gus G. Widmayer, Candidate for Re-election	346	287	326	959
Write - In: Annika Nilsson-Ripps	7	1	5	13
Write - In: Scatterings	2	9	4	15
Blank	344	351	373	1068
	1100	958	1088	3146
Planning Board	Vote for One		One Year Term	
Write - In: Annika Nilsson-Ripps	32	19	25	76
Write - In: Scatterings	19	18	16	53
Blank	499	442	503	1444
Total	550	479	544	1573
Sewer Commission	Vote for One		Three Year Term	
James Gmeiner, Candidate for Re-election	411	346	404	1161
Write - In: Scattering	1	1	0	2
Blank	138	132	140	410
Total	550	479	544	1573
Trustees of the Groton Public Library	Vote for Two		Three Year Term	
Mark W. Gerath, Candidate for Re-election	407	327	377	1111
Nancy Foley Wilder, Candidate for Re-election	413	327	381	1121
Write - In: Scattering	1	4	0	5
Blank	279	300	330	909
Total	1100	958	1088	3146
Water Commission	Vote for One		Three Year Term	
Greg R. Fishbone, Candidate for Re-election	398	340	386	1124
Write - In: Scattering	1	5	0	6
Blank	151	134	158	443
Total	550	479	544	1573
Groton-Dunstable Regional School Committee	Vote for Two		Three Year Term	
Marlena A. Gilbert, Candidate for Re-election	379	297	339	1015
Erica M. McConnell	373	313	357	1043
Write - In: Scatterings	4	9	1	14
Blank	344	339	391	1074
Total	1100	958	1088	3146
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 renovate and reconstruct the Department of Public Works Facilities located at 600 Cow Pond Brook Road, Groton, MA?				
Yes	280	220	285	785
No	262	253	245	760
Blank	8	6	14	28
Total	550	479	544	1573
QUESTION 2: Shall the Town of Groton be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to install a new roof on the Groton Public Library located at 99 Main Street, Groton, MA?				
Yes	354	281	360	995
No	190	192	172	554
Blank	6	6	12	24
Total	550	479	544	1573

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, 2019

	Governmental Fund Types			Fiduciary Fund Types	Total (Memorandum Only)
	General	Special Revenue	Capital Projects	Water, Sewer & Electric Light Enterprise Funds	Exp & Non-Exp Trust Funds
Revenues:					
Property Taxes / SurTaxes	32,335,645	732,635			33,068,280
Motor Vehicle/Other Excise	1,961,831				1,961,831
Licenses and Permits	413,343				413,343
State Aid	961,052	843,596	1,274,765	80	3,079,493
Charges for Servs/Fees/Rent	1,066,308	556,209		13,101,096	14,723,613
Penalties and Interest	109,578				109,578
Fines and Forfeits	28,083				28,083
Interest Earnings	94,991	20,849		25,705	1,945,828
Departmental and Other	940,635	159,236	15,000	183,100	1,310,094
Total Revenues	37,911,466	2,312,525	1,289,765	13,309,981	56,640,143
Expenditures:					
General Government	2,426,897	230,331			2,657,228
Public Safety	4,057,680	407,206	15,628		4,480,514
Education	22,069,389	0			22,186,643
Highway and Public Works	1,851,913	135,919	14,562	12,804,112	14,806,506
Culture, Recreation & Cit Svcs	1,764,398	168,465	80,265		2,218,533
Debt Service	1,148,537	490,003		578,854	2,217,394
Intergovernmental	91,612				91,612
Capital Outlay/Construction	649,165	237,570	5,794,392		7,101,117
Employee Benefits & Misc.	3,884,985				4,084,985
Total Expenditures	37,944,576	1,669,494	5,904,847	13,382,966	59,844,532
Excess of Revenues Over (Under) Expenditures	(33,110)	643,031	(4,615,082)	(72,985)	(3,204,389)
Other Financing Sources (Uses):					
Operating Transfers In	8,835,215		8,449,352		18,788,567
Operating Transfers Out	(9,953,352)	(325,341)			(11,159,676)
Proceeds of Bonds					0
Total Other Sources (Uses)	(1,118,137)	(325,341)	8,449,352	0	7,628,891
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	(1,151,247)	317,690	3,834,270	(72,985)	4,424,502
Fund Balance, Beginning	0	0	0	0	0
Adjust to Fair Market Value	3,673,217	2,593,619	(2,450,129)	20,605,306	22,409,962
Prior Period Adjustment	(1,466)		15,627	1,320,879	1,335,040
Fund Balance, Beginning, as Restated	3,671,751	2,593,619	(2,434,502)	21,926,185	48,167,015
Fund Balance, Ending	2,520,504	2,911,309	1,399,768	21,853,200	52,591,517

Town of Groton, Massachusetts
Statement of Revenues and Expenditures
Budget and Actual (Non-GAAP Basis)
General Funds
For The Year Ended June 30, 2019

	Final <u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues:			
Property Taxes	32,348,930	32,053,738	(295,192)
Motor Vehicle, Boat & Meals Excise	1,669,739	1,961,831	292,092
Payments in Lieu of Taxes	260,000	281,907	21,907
Licenses, Leases, Fees and Permits	1,167,852	1,410,836	242,984
Intergovernmental (State Aid)	909,717	961,052	51,335
Charges for Services	67,000	68,815	1,815
Penalties and Interest	90,000	109,578	19,578
Fines and Forfeits	37,000	28,083	(8,917)
Interest Earnings	20,000	94,991	74,991
Departmental and Other	919,283	940,635	21,352
Total Revenues	37,489,521	37,911,466	421,945
Expenditures:			
General Gov	2,480,565	2,303,303	177,262
Public Safety	4,128,335	3,866,011	262,324
Education	22,069,389	22,069,389	0
Highway and Public Works	2,291,272	2,261,163	30,109
Culture, Recreation & Citizen's Services	1,677,500	1,597,830	79,670
Capital Expenditures/Special Articles	963,236	686,455	276,781
Debt Service	1,148,539	1,148,537	2
Intergovernmental (State Cherry Sheet Chgs)	91,612	91,612	0
Employee Benefits & Miscellaneous	3,666,530	3,618,835	47,695
Prior Year Encumbrances	468,056	301,441	166,615
Total Expenditures	38,985,034	37,944,576	1,040,458
Excess of Revenues Over (Under) Expenditures	(1,495,513)	(33,110)	1,462,403
Other Financing Sources (Uses):			
Operating Transfers In/Repurposed Funds	1,185,983	1,185,983	0
Available Funds: Encumbrances	466,988	466,988	0
Operating Transfers Out	(804,119)	(804,119)	0
Free Cash to Offset Tax Rate	0	0	0
Free Cash & Overlay Appropriated	1,034,875	1,034,875	0
Additional Overlay & Deficits to be raised	(388,214)	(388,214)	0
Total Other Financing Sources (Uses)	1,495,513	1,495,513	0
Excess of Revenue and Other Sources Over (Under) Expenditures and other Uses	0	1,462,403	1,462,403

FISCAL 2019
BUDGET VS ACTUAL EXPENDITURES

	Appropriation or Bal/Fwd	Res. Fund or Line Item Tx	Expended	Balance to Fund Bal	Balance to FY 20
GENERAL GOVERNMENT					
Moderator Salary	65.00		65.00	0.00	
Moderator Expense	80.00			80.00	
Selectmen Expense	3,100.00		2,943.09	156.91	
Selectmen Expense Prior Year	18,662.00		14,414.90	0.00	4,247.10
Selectmen Minor Capital (Sewer SRF)	27,000.00		25,688.85	1,311.15	
Town Manager Salaries	211,120.40	242.00	211,362.40	0.00	
Town Manager Wages	114,138.00	(242.00)	112,660.19	1,235.81	
Town Manager Expense	14,000.00		9,117.05	4,482.95	400.00
Town Manager Expenses Prior Year	20,578.00		119.00	20,459.00	
Finance Committee Expense	210.00		210.00	0.00	
Reserve Fund	150,000.00	(66,965.00)		83,035.00	
Town Accountant Salary	91,110.00		91,109.58	0.42	
Town Accountant Wages	46,187.00		46,131.85	55.15	
Town Accountant Expense/Audit	32,140.00		32,140.00	0.00	
Assessors Salaries	75,554.65	121.00	75,675.65	0.00	
Assessors Wages	52,675.00		52,596.33	78.67	
Assessors Expense Cyclical Inspections FY18	91,230.12		75,524.98	0.00	15,705.14
Assessors Expense	22,630.00	(121.00)	19,917.05	2,591.95	
Assessors Expense Prior Year	177.13		177.13	0.00	
Treasurer/Tax Collector Salary	88,164.65	121.00	88,285.65	0.00	
Treasurer/Tax Collector Wages	111,863.32	144.00	112,007.32	0.00	
Treasurer/Tax Collector Expense	21,865.28	(265.00)	18,752.00	2,848.28	
Treasurer/Tax Collector Expense Prior Year	500.00		463.51	36.49	
Treasurer Tax Title	4,500.00		2,047.70	2,452.30	
Treasurer Tax Title Prior Year	265.24		265.24	0.00	
Treasurer Bond Costs	6,000.00		2,550.00	3,450.00	
Town Counsel Expense	90,000.00	70,000.00	146,552.51	0.49	13,447.00
Town Counsel Expense Prior Year	2,000.00		2,000.00	0.00	
Personnel Board Salary	79,103.65	121.00	79,224.65	0.00	
Personnel Board Expense	10,000.00		9,917.30	82.70	
Personnel Board Prior Year	1,326.25		0.00	1,326.25	
Information Technology Committee Salary	109,758.69	121.00	109,879.69	0.00	
Information Technology Committee Wages	56,635.00	(121.00)	56,461.87	52.13	8,400.00
Information Technology Committee Expense	24,800.00		15,037.21	1,362.79	639.00
Information Technology Capital Exp FY19	40,000.00		39,303.08	57.92	
GIS Committee Expenses	18,600.00		12,261.25	6,338.75	
Town Clerk Salary	83,935.71	796.00	84,731.71	0.00	
Town Clerk Wages	61,274.00	294.00	61,567.82	0.18	

Town Clerk Expense	5,240.00	5,360.00	10,198.61	401.39
Election/Registrar Wages	14,346.00		13,159.00	1,187.00
Election/Registrar Wages Prior Year	500.00		450.00	50.00
Election/Registrar Expense	17,520.00		16,439.27	1,080.73
Election/Registrar Expense Prior Year	30.00		29.64	0.36
Street Listing Expense	5,100.00		3,834.36	1,265.64
Conservation Commission Salary	65,795.30	891.00	66,686.30	0.00
Conservation Commission Expense	6,724.00	3,000.00	8,556.19	0.00
Conservation Commission Expense Prior Yr	3,876.00		1,005.25	2,870.75
Planning Board Salary	80,234.35	315.00	80,549.35	0.00
Planning Board Expense	7,850.00		7,662.38	138.12
Planning Board Expense Prior Year	150.00		135.00	15.00
Planning Board MRPC Assessment	3,600.00		3,574.50	25.50
Board of Appeals Wages	19,630.00		19,567.18	62.82
Board of Appeals Expense	1,700.00		1,100.00	600.00
Municipal Buildings Wages	135,700.00		134,513.46	1,186.54
Municipal Buildings Expense	260,850.00	15,000.00	269,506.75	4,343.25
Municipal Buildings Expense Prior Year Bill	679.00		679.00	0.00
Municipal Bldgs Exp-Town Hall Security FY17	6,228.31		0.00	0.00
Municipal Buildings Minor Capital	20,000.00		19,999.34	0.66
Municipal Buildings Minor Capital Prior Yr	8,122.00		8,122.00	0.00
Municipal Building Repair FY19	25,000.00		23,011.67	0.00
Municipal Building Repair FY18	10,255.00		10,255.00	0.00
Prescott Operational Maintenance FY19	139,000.00		76,376.05	0.00
Town Hall 2nd Fl Meeting Rm FY19	50,000.00		49,799.43	0.00
ADA Improvements FY19	60,000.00		0.00	0.00
Insurance and Bonding	230,000.00	(15,000.00)	209,456.73	5,543.27
Insurance Deductible Reserve-GenLiab	12,000.00		6,127.74	0.26
Insurance Deductible Reserve-GenLiab Pr Yr	1,000.00		1,000.00	0.00
Insurance Deductible Reserve-111F	25,000.00	15,000.00	36,520.58	0.00
Insurance Deductible Reserve-111F Prior Yr	7,771.26		7,771.26	0.00
Town Reports	1,500.00		1,423.71	76.29
Postage, General Expenses	55,000.00		54,928.90	0.00
Postage, General Expenses Prior Year	6,775.55		6,430.93	344.62
Central Purchasing/Office Supplies	17,000.00		15,385.23	0.77
Central Purchasing/Office Supplies Prior Yr	2,756.90		2,338.47	418.43
Telephone Expense	40,000.00		24,493.57	15,006.43
Telephone Expense Prior Year	355.00		353.27	1.73
Total General Government	3,128,537.76	28,812.00	2,802,601.68	166,114.85
PROTECTION OF PERSONS AND PROPERTY				188,633.23
Police Department Salary	326,053.00		320,114.87	5,938.13
Police Department Wages	1,815,832.00		1,743,279.41	64,092.59
Police Department Expense	210,969.00		198,082.58	3,956.42
				8,460.00
				8,930.00

Police Department Expense Prior Year	382.23			250.80	131.43
Police Department Cruisers Lease/Purchase	4,000.00			3,960.00	40.00
Police Department Minor Capital	20,000.00			17,483.00	2,517.00
Police Department New Cruisers FY19	92,458.00			91,631.73	826.27
Fire Department Salaries	116,479.00	569.00		117,047.61	0.39
Fire Department Wages	909,544.00	(20,573.00)		880,305.90	8,665.10
Fire Department Expense	172,700.00	20,000.00		183,756.18	0.00
Fire Exp Prior Year	300.00			202.19	97.81
Fire Department Capital: Swap Loader FY17	9,702.80			0.00	0.00
Fire Hydrant Charge West Groton	1.00				1.00
Fire Hydrant Charge Groton	1.00				1.00
Building Inspector Salaries	88,165.00	121.00		88,285.65	0.35
Building Inspector Wages	58,327.00	(121.00)		57,085.65	1,120.35
Building Inspector Expense	3,500.00			1,951.40	1,548.60
Salaries/Fees-Mechanical Inspector	30,000.00	5,160.00		35,160.00	0.00
Mechanical Inspector Expense	5,000.00			3,236.01	1,763.99
Mechanical Inspector Expense Prior Year	300.00			258.33	41.67
Sealer Weights & Measures Salary/Fees	3,200.00			1,620.00	280.00
Sealer Weights & Measures Salary/Fees PY	1,640.00			355.00	1,285.00
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			71.50	28.50
Animal Inspector/Animal Control Off. Salaries	4,164.00			4,164.00	0.00
Animal Inspector/Animal Control Off.Expense	800.00			0.00	800.00
Animal Insp./Animal Control Off.Exp PY	300.95			300.95	0.00
Civil Defense/Aux Police/EOC Expenses	12,750.00			8,755.29	3,994.71
Dog Officer Salary	15,000.00			15,000.00	0.00
Dog Officer Expense	4,000.00			2,795.51	1,204.49
Police & Fire Communications Wages	497,796.00			353,426.57	144,369.43
Police & Fire Communications Expense	18,250.00			17,840.33	409.67
Dispatch Building Upgrade FY18	43,788.84			1,290.00	0.00
Dispatch Building Upgrade FY19	60,000.00			0.00	0.00
Total Protection Persons and Property	4,527,103.82	5,156.00	4,149,310.46	243,113.90	139,835.46

SCHOOLS

Nashoba Valley Tech High School Assmt	557,295.00		557,295.00	0.00
Minuteman Regional Vocation Technical	0.00			0.00
Groton Dunstable Reg School District Assmt	21,858,954.00		21,858,954.00	0.00
Total Schools	22,416,249.00	0.00	22,416,249.00	0.00

PUBLIC WORKS & FACILITIES

General Highway Salary	108,592.00	121.00	108,712.61	0.39
General Highway Wages	682,727.00	(121.00)	680,880.83	1,725.17

General Highway Expense	136,900.00	10,000.00	136,024.03	0.97	10,875.00
General Highway Prior Year Exp	3,619.00		3,619.00	0.00	
Pedestrian Crossings Main St FY18	55,000.00		55,000.00	0.00	
General Highway Road Maintenance	90,000.00	17,515.00	107,486.47	28.53	
General Highway Road Maintenance Prior Yr	12,809.00		11,879.75	929.25	
General Highway Pickup Truck FY19	40,000.00		40,000.00	0.00	
General Highway James Brook Maint. FY19	50,000.00		0.00	0.00	50,000.00
Snow & Ice Overtime	160,886.26		160,886.26	0.00	
Snow & Ice Expense	172,168.73		172,168.73	0.00	
Snow & Ice Hired Equipment	71,945.01		71,528.50	416.51	
Street Lighting	15,000.00	(6,353.00)	7,757.88	889.12	
Street Lighting Prior Year	3,125.00		3,125.00	0.00	
Waste Disposal Wages	133,393.00	(3,647.00)	129,745.51	0.49	
Waste Disposal Consulting	5,850.00		5,850.00	0.00	
Waste Disposal Expense	44,486.00		43,836.92	0.00	649.08
Waste Disposal Expense Prior Year	149.85		149.85	0.00	
Waste Disposal Tipping Fees	130,000.00		130,000.00	0.00	
Waste Disposal Minor Capital	10,000.00		10,000.00	0.00	
Trash Trailers FY18 Rebuild	32,693.78		32,693.78	0.00	
Tree Department Expense	3,000.00		997.60	0.00	2,002.40
Tree Department Expense Prior Year	1,845.33		0.00	1,845.33	
Tree Department Tree Work	11,500.00		5,509.14	0.00	5,990.86
Tree Department Tree Work Prior Year	5,000.00		4,200.00	800.00	
Graves Registration Salary	250.00		250.00	0.00	
Graves Registration Expense	760.00		755.92	4.08	
Care of Veterans' Graves	1,550.00		1,550.00	0.00	
Total Public Works & Facilities	1,983,249.96	17,515.00	1,924,607.78	6,639.84	69,517.34

HEALTH & HUMAN SERVICES

Board of Health Expense	1,000.00		294.57	701.43	4.00
Board of Health Engineering Consult	10,000.00		9,489.57	510.43	
Nashoba Nursing Service/Health Assessment	45,951.00		45,951.16	(0.16)	
Council on Aging Salaries	76,790.00	44.00	76,833.63	0.37	
Council on Aging Wages	75,451.00	(44.00)	64,865.89	10,541.11	
Council on Aging Expense	8,454.00		8,117.45	336.55	
Council on Aging Expense Prior Year	200.00		112.43	87.57	
Senior Center Van Wages	60,200.00		48,390.51	11,809.49	
Senior Center Van Expenses	17,673.00		8,267.74	9,405.26	
Veterans' Agent Salary	5,000.00		5,000.00	0.00	
Veterans' Agent Expense	1,100.00		514.40	585.60	
Veterans' Benefits	50,000.00		39,372.55	10,627.45	
Total Health & Human Services	351,819.00	0.00	307,209.90	44,605.10	4.00

LIBRARY AND CITIZENS' SERVICES

Library Salaries	379,281.00	1,244.00	380,524.69	0.31	
Library Wages	326,922.00	(1,244.00)	304,797.85	20,880.15	
Library Expense	200,498.00		198,474.07	0.00	2,023.93
Library Carpet FY17	19,268.40		19,268.40	0.00	
Library Exterior Lights FY18	30,000.00		0.00	30,000.00	
Library Emergency Exit FY19	40,000.00		0.00	0.00	40,000.00
Country Club Salaries	149,336.00	1,037.00	150,372.71	0.29	
Country Club Wages	112,481.00	7,145.00	119,625.79	0.21	
Country Club Expenses	139,940.00	11,000.00	150,836.89	103.11	0.00
Country Club Expenses Prior Year	300.00		255.00	45.00	
Country Club Rough Triplex Mower	5,100.00		5,090.45	9.55	
Country Club Irrigation System Project	23,000.00	(8,182.00)	14,382.75	435.25	
Park Department Expense	65,759.00		65,759.00	0.00	
Park Department Expense Prior Year	75.00		50.94	24.06	
Parks Property Improvements FY17	35,735.02		23,150.92	0.00	12,584.10
Care of the Old Burying Ground	800.00		0.00	800.00	
Town Forest Expense	5,200.00		2,400.00	0.00	2,800.00
Celebrations/Commemorations	500.00		500.00	0.00	
Great Ponds Advisory Gen Expenses	2,385.00		2,385.00	0.00	
Weed Harvesting/Great Ponds Expense	7,000.00		6,370.21	629.79	
Weed Harvesting/Great Ponds Expense PY	2,603.00		0.00	2,603.00	
Water Safety Wages	4,200.00		2,965.75	1,234.25	
Water Safety Expense	37,747.00		27,058.79	0.21	10,688.00
Water Safety Expense Prior Year	6,100.00		6,070.81	29.19	
Total Library and Citizens' Services	1,594,230.42	11,000.00	1,480,340.02	56,794.37	68,096.03

DEBT SERVICE

Principal Long-Term Debt	722,250.00		722,250.00	0.00	
Interest Long-Term Debt	325,403.00		325,402.47	0.53	
Short-Term Debt Prin/Int	55,638.00	45,247.00	100,884.89	0.11	
Total Debt Service	1,103,291.00	45,247.00	1,148,537.36	0.64	0.00

EMPLOYEE BENEFITS

County Retirement Assessment	2,081,699.00		2,081,699.00	0.00	
Health & Life Insurance	1,519,461.00	(89,867.00)	1,411,304.86	8,289.14	10,000.00
Health & Life Insurance Prior Year	9,561.71		650.25	8,911.46	
Unemployment Compensation	35,000.00	(17,730.00)	2,585.39	14,684.61	
Medicare Employer Contribution	138,100.00	(133.00)	123,245.94	8,721.06	6,000.00
Medicare Employer Contribution Prior Year	5,117.70		4,623.14	494.56	
Total Employee Benefits	3,788,939.41	(107,730.00)	3,624,108.58	41,100.83	16,000.00

WATER DEPARTMENT ENTERPRISE FUND

Library Roof FY19	1,197,041.00	60,122.82	0.00	1,136,918.18
Total Capital Projects	13,562,085.46	0.00	5,121,105.79	8,223,550.24
<u>GRAND TOTAL</u>	55,033,550.12	0.00	45,234,101.80	8,806,106.46

**SPECIAL REVENUE
FISCAL 2019**

	Bal. Forward	Receipts	Expenditures	Bal to FY20
CHAPTER 90 HIGHWAY FUNDS	0.00	541,143.63	568,974.04	(27,830.41)
Chapter 90 Highway Funds				0.00

Community Preservation Fund

Note: Bal. forward to 2020 incl. encumbrances for incomplete projects; Unalloc Rsrv incl. operating rsrv

Unallocated Reserve	491,778.33	665,636.07	547,236.26	610,178.14
Community Housing Reserve	458,964.48	95,090.87	49,286.64	504,768.71
Historic Resource Reserve	118,540.54	95,090.87	32,072.81	181,558.60
Open Space Reserve	40,116.56	95,090.87	61,094.99	74,112.44
Totals	1,109,399.91	950,908.68	689,690.70	1,370,617.89

GIFTS

148 K-9 Insurance Gift Fund Police Dept	0.00	12,387.32	12,387.32	0.00
149 Complete Streets	194.30	332.70		527.00
150 Highway Department	5,242.43	0.00	2,185.43	3,057.00
151 Fire Department SAFE	180.00	245.00	161.87	263.13
152 Fire Department	8,736.85	650.00	2,109.02	7,277.83
153 EMS	2,736.68		300.00	2,436.68
154 Police Department	140.00	400.00	180.43	359.57
155 Shooting Range	144.04			144.04
156 DARE	1,423.01		336.96	1,086.05
158 Sargisson Beach GLA Gift	5,000.00			5,000.00
159 Civil Defense	1,100.34			1,100.34
160 Library	57,284.15	8,395.21	9,190.72	56,488.64
161 Council on Aging	7,533.13	3,903.82	3,076.68	8,360.27
162 GLA Weed Control Gift	3,767.36			3,767.36
163 Library Tarbell Paintings Gift	10,500.00	50,153.80	5,000.00	55,653.80
164 Sargisson Beach Life Guards	975.63			975.63
166 K-9 Gift Fund Police Dept.	0.00	11,200.00		11,200.00
171 Williams Barn	3,580.49	2,324.00	1,959.37	3,945.12
174 Care of Old Burying Ground Bentley	0.00	3,000.00		3,000.00
175 Care of Old Burying Ground	452.23			452.23

177 Groton Military Covenant	213.00			213.00
180 Dog Pound	1,962.95	25.00		1,987.95
190 Groton Children's Fund	8,600.13	16,885.25	9,059.51	16,425.87
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	3,177.50		348.36	2,829.14
252 Greenway	11,586.31	1,149.00	933.08	11,802.23
255 Parks Basketball Court Maintenance	3,508.55			3,508.55
256 Duck Pond Restoration FY18	7,263.47	500.00	7,763.47	0.00
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	550.00			550.00
281 Country Club Gift	2,865.00	5,720.00	6,137.00	2,448.00
287 Lost Lake Dam Gift Fund	68,611.77	11,922.08		80,533.85
288 Sustainability Committee Fund	48.32			48.32
290 Trails Committee Gift Fund	8,506.23	1,200.00	254.16	9,452.07
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	100,550.00			100,550.00
622 T. Hartnett Memorial Scholarship	12,248.25	8,593.00	20,841.25	0.00
Totals	356,084.80	126,598.86	69,837.31	412,846.35

GRANTS

060 Glass Pulverizer Transfer Station	0.00	136,500.00	133,733.61	2,766.39
401 911 Training FY19	0.00	1,154.72	6,301.72	(5,147.00)
402 911 Support & Incentive FY19	0.00	241,623.44	255,899.14	(14,275.70)
410 Fire Department SAFE	4,927.07	6,154.00	4,244.26	6,836.81
424 Police Bullet Proof Vests Grant	0.00	2,023.48	0.00	2,023.48
427 Police Federal JAG Grant	1.00	0.00	1.00	0.00
434 DEP Recycle IQ	418.00	0.00	0.00	418.00
440 Conservation WHIP Grant	1,875.00	0.00	0.00	1,875.00
442 Fire UTV Grant FY18	9,000.00	0.00	8,971.00	29.00
443 Traffic Enforcement FY19	0.00	1,596.60	1,596.60	0.00
447 StormWater: James Brook Grant	59.41	0.00	0.00	59.41
450 Aid to Libraries	89,676.64	17,842.11	25,384.98	82,133.77
452 Arts Council	4,051.45	5,134.87	5,700.00	3,486.32
455 Elder Programs	0.00	19,620.00	19,620.00	0.00

470 Polling Hours	1,758.15	2,055.00	3,300.00	513.15
487 SMRP Recycling	5,266.77	5,250.00	2,591.06	7,925.71
488 DEP Mattress Grant	0.00	0.00	4,090.00	(4,090.00)
496 IT Cybersecurity Grant FY17	12,360.00	0.00	0.00	12,360.00
497 Pedestrian Safety Grant FY18	3,531.72	0.00	6,014.81	(2,483.09)
499 BoH Equipment Grant	0.00	611.88	563.39	48.49
2900Title V	54,685.28	2,868.48	10,400.00	47,153.76
6102 Water Enterprise Grant	(1,487.50)	95,262.50	93,775.00	0.00
Totals	186,122.99	537,697.08	582,186.57	0.00
				141,633.50

REVOLVING

Affordable Housing Marketing	10,962.19			10,962.19
Handicap Parking Fines	30.00			30.00
Boat Tax for Waterway Maintenance	859.00	1,717.00	1,209.00	1,367.00
Home Recycling	5,606.26	867.75		6,474.01
Drug Forfeiture	15,919.76			15,919.76
Insurance Claims	13,503.43	52,129.57	50,261.95	15,371.05
Erosion Control	12,112.86	1,562.00	5,393.32	8,281.54
Conservation Land Management	11,590.55	8,400.00	4,668.00	15,322.55
Transfer Station Glass Plant Maintenance	0.00	738.00		738.00
Cons Com 593 Academy Hill	498.36	6.99		505.35
Cons Com 593 Geld Peer Review	1.29			1.29
Cons Com 593 NESSP Temple	68.15	0.71		68.86
Planning Board 593	22,692.68	27,518.91	21,989.51	28,222.08
Zoning Board 593	3,273.35	30.07	3,303.42	0.00
	97,117.88	92,971.00	86,825.20	0.00
				103,263.68

RECEIPTS RESERVED

Town Forest	79,358.26			79,358.26
EMS Fees	760,723.10	323,664.98	305,000.00	779,388.08
Insurance Reimb. over 20K	6,925.07			6,925.07
Bond Premium Reserved for Cap Project Debt	0.00	15,693.44		15,693.44
Sale of Tarbell School	1,584.00			1,584.00
EMS Repts Res. includes \$500,875 encumbered for FY 2020	848,590.43	339,358.42	305,000.00	0.00
				882,948.85

NON-EXPENDABLE TRUST FUNDS

	Interest & + Market Adj	Disbursements & - Market Adj	Transfers In or Out
Samuel Green	135,703.43	7,885.75	143,589.18
Joseph Shepley	312,776.49	18,175.52	330,952.01

Barr Eye	2,685.84	156.07	2,841.91
Dalrymple Eye	11,335.86	658.73	11,994.59
Waters	6,106,589.52	354,855.23	6,461,444.75
Robbins Library	3,154,589.86	183,313.89	3,337,903.75
Library Book	174,563.11	10,143.90	184,707.01
Lecture	4,832,538.25	280,819.83	5,113,358.08
Shepley Fountain	2,685.80	156.08	2,841.88
Spaulding	1,082.29	62.89	1,145.18
Blood Cemetery	1,082.27	62.89	1,145.16
Sawyer	5,564.18	323.33	5,887.51
Butler School	12,804.91	744.10	13,549.01
Groton Commons	10,756.57	625.07	11,381.64
Robertson Onners	33,488.40	5,986.96	39,475.36
Robbins Scholarship	17,937.55	1,042.35	18,979.90
Twomey Scholarship	39,739.92	6,718.56	46,458.48
VanHoogan Scholarship	79,663.14	10,338.53	90,001.67
Bertozzi Scholarship	164,897.43	13,606.97	178,504.40
Belitsky Scholarship	19,253.91	2,363.98	21,617.89
T. Hartnett Memorial Scholarship	0.00	20,341.25	20,341.25
Champney Cemetery	1,082.28	62.89	1,145.17
	15,120,821.01	918,444.77	16,039,265.78

EXPENDABLE TRUST FUNDS			
	Interest & + Market Adj	Disbursements & - Market Adj	Transfers In or Out
Samuel Green	897,415.36	91,017.53	971,864.87
Joseph Shepley	363,183.77	45,339.84	403,782.23
Barr Eye	1,868.92	114.95	1,983.87
Dalrymple Eye	26,000.18	3,535.48	29,535.66
Waters	753,463.88	223,990.18	884,620.94
Robbins Library	592,669.77	138,871.87	623,745.48
Library Book	58,905.03	8,732.65	67,637.68
Lecture	620,738.25	167,444.09	711,982.56
Shepley Fountain	3,824.80	161.97	3,886.77
Spaulding	429.33	38.22	467.55
Blood Cemetery	5,019.21	152.94	5,172.15
Lawrence Library	71,035.20	4,925.53	75,960.73
Sawyer	1,531.10	179.88	1,710.98
Butler School	2,383.68	385.61	2,769.29

Groton Commons	5,245.29	404.88	5,650.17
Robertson Onners	13,695.46	1,032.41	14,727.87
Robbins Scholarship	6,162.54	610.23	6,772.77
Twomey Scholarship	529.65	3,238.38	2,768.03
VanHoogan Scholarship	7,090.60	1,883.42	7,574.02
Bertozzi Scholarship	3,721.80	3,091.90	3,979.70
Belitsky Scholarship	887.92	654.31	792.23
Champney Cemetery	2,824.93	97.99	2,922.92
OPEB Trust	100,020.79	314,382.27	214,403.06
Avenue of Flags	3,327.30	33.43	3,360.73
Groton Scholarship	11,089.60	9,731.35	2,384.55
Turtle Study Trust	25,342.46	254.59	25,597.05
Turtle Main Trust	28,383.49	285.16	28,668.65
Affordable Housing Trst	46,231.98	589.93	46,821.91
Stabilization	1,796,343.34	190,687.86	1,987,031.20
Conservation	765,435.24	14,883.27	360,328.07
Capital Stabilization	569,705.77	562,037.16	676,184.93
GDRSD Capital Stabilization	504,635.63	613,172.12	692,382.75
	7,289,142.27	2,401,961.40	0.00
		1,823,632.30	7,867,471.37

Note: Capital Purchase Stabilization Fund Balances include amounts encumbered to FY20 for Capital Expenditures

AGENCY FUNDS	Bal. Forward	Receipts	Expenditures	Bal to FY20
Payroll Deductions	69,194.58	741,415.49	715,628.97	94,981.10
Police Details Due	(9,386.01)	427,817.40	431,721.40	(13,290.01)
Fire Details Due	(2,301.04)	1,152.58	712.58	(1,861.04)
Ambulance Fees due other Towns	13,475.00	57,475.00	58,300.00	12,650.00
Fees due Collection Agency	3,401.66	17,966.71	19,996.10	1,372.27
GEO/TMS Fees Payable	26,154.23	21,902.91	12,039.00	36,018.14
Due to State Agency Sales Tax	750.03	3,790.57	3,845.92	694.68
Firearms Fees Due State	4,750.00	14,825.00	14,312.50	5,262.50
Fee Due to Deputy Collector	12,417.00	27,935.50	25,880.50	14,472.00
Due to Other Towns - Recycling	0.00	55.13	55.13	0.00
Fee Due to NEBS	10,000.00	0.00	0.00	10,000.00
Guarantee Deposits (Perf Bonds)	122,081.24	139,964.89	236,437.43	25,608.70
West Groton Water	6,625.84	124,968.69	122,523.67	9,070.86
Mass-Toss	6,800.23	50,266.57	50,473.95	6,592.85
	263,962.76	1,629,536.44	1,691,927.15	201,572.05

SUMMARY OF ACCOUNTS JULY 1, 2019 -DECEMBER 31, 2019

	GENERAL GOVERNMENT		Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
	Appropriation				
Moderator Salary	65.00		0.00		65.00
Moderator Expense	80.00		0.00		80.00
Selectmen Expense	3,300.00		1,432.00		1,868.00
Selectmen Expense Prior Year	4,247.10		1,235.30		3,011.80
Selectmen Minor Capital	25,683.00		0.00		25,683.00
Town Manager Salaries	225,163.00		117,342.19		107,820.81
Town Manager Wages	120,592.00		56,682.96		63,909.04
Town Manager Expense	14,500.00		6,922.54		7,577.46
Town Manager Expense Prior Year	400.00		299.00		101.00
FinCom Reserve Fund	150,000.00		0.00		150,000.00
FinCom Expenses	215.00		210.00		5.00
Town Accountant Salary	95,155.00		49,816.01		45,338.99
Town Accountant Wages	47,792.00		22,837.50		24,954.50
Town Accountant Expenses/Audit	44,056.00		36,786.75		7,269.25
Assessors Salaries	78,580.00		40,391.62		38,188.38
Assessors Wages	62,321.00		29,800.00		32,521.00
Assessors Revaluation FY20	21,600.00		0.00		21,600.00
Assessors BOA Cyclical Inspections FY18	15,705.14		13,489.53		2,215.61
Assessors Expense	25,281.00		14,605.71		10,675.29
Treasurer/Tax Collector Salary	91,700.00		47,079.83		44,620.17
Treasurer/Tax Collector Wages	114,899.00		57,518.08		57,380.92
Treasurer/Tax Collect Expense	20,690.00		11,138.75		9,551.25
Treasurer Tax Title	5,950.00		507.35		5,442.65
Treasurer Bond Costs	4,975.00		0.00		4,975.00
Town Counsel Expense	90,000.00		27,617.10		62,382.90
Town Counsel Expense Prior Year	13,447.00		4,000.00		9,447.00
Human Resource Salaries	82,673.00		42,674.00		39,999.00
Human Resource Expense	11,000.00		5,163.61		5,836.39
Information Technology Salary	114,722.00		59,089.63		55,632.37
Information Technology Wages	58,848.00		28,130.00		30,718.00
Information Technology Expense	24,800.00		8,032.23		16,767.77
Information Technology Expense Prior Year	8,400.00		6,220.95		2,179.05
Information Technology: Capital Outlay FY19	639.00		639.00		0.00
Information Technology: Capital Outlay FY20	40,000.00		10,656.22		29,343.78
Town Clerk Salary	88,430.00		44,202.73		44,227.27
Town Clerk Wages	61,618.00		28,603.75		33,014.25
Town Clerk Expense	9,575.00		6,162.90		3,412.10
Election/Registrar Wages	7,964.00		168.00		7,796.00
Election/Registrar Expense	11,276.00		64.94		11,211.06
Street Listing Expense	5,100.00		1,921.30		3,178.70
Conservation Commission Salary	70,169.00		35,859.99		34,309.01
Conservation Commission Expense	7,336.00		2,601.03		4,734.97
Conservation Commission Expense Prior Year	1,167.81		1,167.81		0.00

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
GIS Committee	18,600.00		9,447.50	9,152.50
Planning Board Salary	83,043.00		42,467.87	40,575.13
Planning Board Expense	8,650.00		4,231.90	4,418.10
Planning Board Expense Prior Year	199.50		199.50	0.00
Planning Board County Assessments	3,664.00		3,663.86	0.14
Board of Appeals Wages	20,460.00		9,353.80	11,106.20
Board of Appeals Expense	2,000.00		611.50	1,388.50
Municipal Buildings Wages	145,276.00		70,099.73	75,176.27
Municipal Buildings Expense	260,850.00		95,485.47	165,364.53
Municipal Buildings Expense Prior Year	2,000.00		1,267.40	732.60
Municipal Buildings Town Hall 2nd Fl Mtng Rm	200.57		0.00	200.57
Prescott Bldg Maintenance FY19	62,623.95		21,361.47	41,262.48
Municipal Buildings Minor Capital	20,000.00		20,000.00	0.00
Muni Bldgs Repair FY19	1,988.33		0.00	1,988.33
Muni Bldgs Repair FY20	25,000.00		0.00	25,000.00
Muni Bldgs Police Station Improvements FY20	20,000.00		0.00	20,000.00
ADA Improvements FY19	60,000.00		10,932.92	49,067.08
Building Security FY17	6,228.31		504.55	5,723.76
Insurance and Bonding	230,000.00		217,822.59	12,177.41
Insurance and Bonding Deductible Reserve	12,000.00		0.00	12,000.00
Insurance and Bonding Deductible Rsrv Prior Yr	5,872.00		1,000.00	4,872.00
Insurance and Bonding, 111F	25,000.00		352.95	24,647.05
Ins. and Bonding, 111F Prior Year	3,870.00		2,329.94	1,540.06
Town Report	1,500.00		0.00	1,500.00
Postage and Copying Expense	55,000.00		22,436.48	32,563.52
Postage and Copying Expense Prior Year	71.10		62.00	9.10
Central Purchasing (Office Supplies)	17,000.00		6,094.94	10,905.06
Central Purchasing (Office Supplies) Prior Yr	1,614.00		164.04	1,449.96
Telephone Expenses	40,000.00		11,390.28	28,609.72
Telephone Expenses Prior Year	500.00		312.96	187.04
TOTAL GENERAL GOVERNMENT	3,013,324.81	0.00	1,372,663.96	1,640,660.85
PROTECTION PERSONS AND PROPERTY				
Police Department Salary	329,473.00		162,285.93	167,187.07
Police Department Wages	1,877,967.00		934,929.14	943,037.86
Police Department Wages PY	8,460.00		8,460.00	0.00
Police Department Expense	213,400.00		85,943.11	127,456.89
Police Department Expense PY	8,930.00		8,930.00	0.00
Police Department Lease for Motorcycles	4,000.00		3,960.00	40.00
Police Department Cruisers FY19	109,845.00		0.00	109,845.00
Police Department Minor Capital	20,000.00		0.00	20,000.00
Fire Department Salaries	129,000.00		72,336.03	56,663.97
Fire Department Wages	1,045,641.00		457,977.66	587,663.34
Fire Department Expense	174,700.00		89,082.87	85,617.13
Fire Department Expense: Prior Year	8,943.82		1,766.10	7,177.72
Fire Dept Capital Outlay Swap Loader FY17	9,702.80		2,729.61	6,973.19

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
Fire Department:Hydrant Charges Groton	1.00		0.00	1.00
Fire Department: Hydrant Charges W. Groton	1.00		0.00	1.00
Fire Department Minor Capital	37,741.00		0.00	37,741.00
Fire Department Service 1 Replacement FY20	60,000.00		0.00	60,000.00
Police & Fire Communications Wages	512,769.00		98,739.69	414,029.31
Police & Fire Communications: Expense	18,375.00		656.59	17,718.41
Police & Fire Communications: Bldg Upgrade 19	60,000.00		0.00	60,000.00
Police & Fire Communications: Bldg Upgrade 18	42,498.84		0.00	42,498.84
Police & Fire Communications: Bldg Upgrade 20	60,000.00		0.00	60,000.00
Building Inspector Salary	91,253.00		46,633.50	44,619.50
Building Inspector Wages	61,762.00		24,763.88	36,998.12
Building Inspector Expense	3,100.00		467.27	2,632.73
Salary/Fees-Gas/Plumbing/Elec Inspectors	30,000.00		14,490.00	15,510.00
Gas/Plumbing/Elec Inspector Expense	5,000.00		1,553.11	3,446.89
Scaler Weights & Measures Salary Fees	3,200.00		670.00	2,530.00
Scaler Weights & Measures Salary Fees Pr Yr	1,300.00		0.00	1,300.00
Scaler Weights & Measures Expense	100.00		0.00	100.00
Earth Removal Inspector Salaries	1,500.00		0.00	1,500.00
Earth Removal Inspector Expense	100.00		0.00	100.00
Animal Inspector/Control Officer Salaries	4,164.00		2,082.08	2,081.92
Animal Inspector/Control Officer Expense	800.00		0.00	800.00
EOC Expense/Aux. Police Expense	12,750.00		5,180.00	7,570.00
Dog Officer Salary	15,000.00		7,499.96	7,500.04
Dog Officer Expense	4,000.00		1,012.12	2,987.88
TOTAL PROTECTION PERSONS/PROPERTY	4,965,477.46	0.00	2,032,148.65	2,933,328.81

SCHOOLS

Nashoba Valley Tech High School Assmt	728,802.00		364,401.00	364,401.00
Groton Dunstable Reg School Dist Capital Assmt	479,012.00		229,823.50	249,188.50
Groton Dunstable Reg School Dist Assmt	22,063,256.00		11,031,628.00	11,031,628.00
TOTAL SCHOOLS	23,271,070.00	0.00	11,625,852.50	11,645,217.50

HIGHWAY AND HEALTH

General Highway Salary	112,891.00		58,618.57	54,272.43
General Highway Wages	702,999.00		344,242.52	358,756.48
General Highway Expense	136,900.00		71,876.34	65,023.66
General Highway Expense Prior Year	10,875.00		10,875.00	0.00
Stormwater Engineering MS4	15,000.00		0.00	15,000.00
Pedestrian Crossings at FloRo FY20	15,000.00		15,000.00	0.00
James Brook Maintenance FY19	50,000.00		0.00	50,000.00
Rubber Tire Excavator FY20	140,000.00		140,000.00	0.00
General Highway Road Maintenance	90,000.00		21,111.75	68,888.25
Snow & Ice Overtime	140,000.00		57,740.76	82,259.24

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
Snow & Ice Expense	165,000.00		32,620.99	132,379.01
Snow & Ice Hired Equipment	35,000.00		16,520.00	18,480.00
Street Lighting	15,000.00		3,066.68	11,933.32
Waste Disposal Wages	138,211.00		63,895.00	74,316.00
Waste Disposal Expense	44,486.00		33,766.33	10,719.67
Waste Disposal Expense Prior Year	3,694.08		3,694.08	0.00
Waste Disposal Consulting	5,850.00		5,850.00	0.00
Waste Disposal Tipping Fees	135,000.00		73,895.66	61,104.34
Waste Disposal Minor Capital Prior Year	10,000.00		4,500.00	5,500.00
Tree Department Expenses	3,000.00		89.42	2,910.58
Tree Department Expenses Prior Year	2,002.40		2,002.40	0.00
Tree Department Tree Work	11,500.00		9,200.00	2,300.00
Tree Department Tree Work Prior Year	5,990.86		5,990.86	0.00
Graves Registration Salary	250.00		125.00	125.00
Graves Registration Expense	760.00		760.00	0.00
Care of Veterans' Graves	1,550.00		1,550.00	0.00
Board of Health Expense	1,175.00		154.20	1,020.80
Board of Health Expense PY	4.00		3.00	1.00
Board of Health Engineering	10,000.00		0.00	10,000.00
Board of Health Nursing/ Health Services	47,849.00		27,924.36	19,924.64
Council on Aging Salaries	79,489.00		40,492.05	38,996.95
Council on Aging Wages	77,707.00		37,468.75	40,238.25
Council on Aging Expense	8,454.00		3,812.88	4,641.12
Senior Center Van Wages	51,665.00		24,221.89	27,443.11
Senior Center Van Expenses	17,673.00		2,752.57	14,920.43
Veterans' Agent Salary	5,000.00		2,500.03	2,499.97
Veterans' Agent Expense	1,100.00		69.49	1,030.51
Veterans' Agent: Veteran's Benefits	42,000.00		19,433.40	22,566.60
TOTAL HIGHWAY AND HEALTH	2,333,075.34	0.00	1,135,823.98	1,197,251.36
CULTURE AND RECREATION				
Library Salaries	393,185.00		196,517.83	196,667.17
Library Wages	331,213.00		148,523.74	182,689.26
Library Expense	205,304.00		97,832.16	107,471.84
Library Expense PY	2,023.93		2,014.68	9.25
Library Emergency Exit Repair FY19	40,000.00		0.00	40,000.00
Country Club: Salaries	157,118.00		78,980.86	78,137.14
Country Club: Wages	114,461.00		95,701.32	18,759.68
Country Club: Expenses	133,540.00		101,162.59	32,377.41
Country Club: Triplex Mower FY17 Cap Lease	5,100.00		5,090.45	9.55
Country Club Cart Path Improvements FY20	10,000.00		0.00	10,000.00
Country Club Pool Improvements FY20	15,000.00		771.99	14,228.01
Park Department Expense	65,759.00		23,304.64	42,454.36
Park Department Field Improvements FY17	12,584.10		866.50	11,717.60
Care of Old Burying Ground	800.00		0.00	800.00
Town Forest Committee FY11	2,800.00		0.00	2,800.00

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
Commemorations & Celebrations	500.00		0.00	500.00
Great Lakes Advisory Committee Expense	2,385.00		0.00	2,385.00
Weed Harvester Expense	7,000.00		1,202.53	5,797.47
Water Safety Wages	4,118.00		1,899.75	2,218.25
Water Safety Expense	39,301.00		17,519.64	21,781.36
Water Safety Expense Prior Year	10,688.00		6,405.44	4,282.56
TOTAL LIBRARY & CITIZENS' SERVICES	1,552,880.03	0.00	777,794.12	775,085.91
DEBT SERVICE				
Principal Long-term Debt	1,054,090.00		724,090.00	330,000.00
Interest Long-term Debt	454,455.00		234,686.83	219,768.17
Principal/Interest Short-term Debt	169,107.00		85,714.00	83,393.00
TOTAL DEBT SERVICE	1,677,652.00	0.00	1,044,490.83	633,161.17
EMPLOYEE BENEFITS				
County Retirement Assessment	1,973,053.00		1,973,053.00	0.00
Unemployment Compensation	15,000.00		980.00	14,020.00
Health & Life Insurance	1,732,953.00		778,092.99	954,860.01
Health & Life Insurance Prior Year	10,000.00		0.00	10,000.00
Medicare Employer Contribution	146,100.00		59,402.48	86,697.52
Medicare Employer Contribution Prior Year	6,000.00		5,106.98	893.02
TOTAL EMPLOYEE BENEFITS	3,883,106.00	0.00	2,816,635.45	1,066,470.55
WATER DEPARTMENT				
Water Department Salaries	145,271.00		75,027.71	70,243.29
Water Department Wages	167,539.00		76,222.13	91,316.87
Water Department Expense	547,269.00		212,850.33	334,418.67
Water Department Expense Prior Year	170.16		165.04	5.12
Water Manganese Project (from E&D) FY20	150,000.00		20,310.00	129,690.00
Water Department Debt Service	402,140.00		333,310.55	68,829.45
TOTAL WATER DEPARTMENT	1,412,389.16	0.00	717,885.76	694,503.40
SEWER DEPARTMENT				
Sewer Department Salaries	19,395.00		10,216.73	9,178.27
Sewer Department Wages	38,974.00		18,763.71	20,210.29
Sewer Department Expense	629,420.00		240,488.31	388,931.69
Sewer Department Expense Prior Year	100,300.00		53,984.11	46,315.89
Sewer Department Debt Service	5,697.00		5,434.51	262.49
TOTAL SEWER DEPARTMENT	793,786.00	0.00	328,887.37	464,898.63
4 CORNERS SEWER DEPARTMENT				
4 Corners Sewer Salaries				
4 Corners Sewer Wages	0.00	500.00	500.00	0.00
4 Corners Sewer General Expenses	20,618.00	(500.00)	5,816.10	14,301.90
TOTAL 4 CORNERS SEWER DEPARTMENT	20,618.00	0.00	6,316.10	14,301.90
LOCAL CABLE ACCESS				
Cable Department Salaries	77,180.00		39,476.35	37,703.65
Cable Department Wages	54,259.00		25,987.50	28,271.50

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
Cable Department Expense	75,337.00		15,917.51	59,419.49
Cable Department Minor Capital	5,000.00		803.00	4,197.00
TOTAL CABLE DEPARTMENT	211,776.00	0.00	82,184.36	129,591.64
COMMUNITY PRESERVATION				
Operating Reserve	5,000.00		0.00	5,000.00
Unallocated Reserve Debt Service	411,659.38		397,918.75	13,740.63
Unallocated Reserve Duck Pond Restore FY18	18,438.87		3,463.32	14,975.55
Unallocated Reserve Prescott Upgrades FY19	145,330.00		0.00	145,330.00
Unallocated Reserve Baddacook Pond FY18	4,810.56		4,810.56	0.00
Unallocated Reserve Baddacook Pond FY19	110,000.00		95,774.34	14,225.66
Unallocated Reserve Conservation Fund Trf	96,237.00		96,237.00	0.00
Unallocated Reserve Library Roof FY20	300,561.00		300,561.00	0.00
Community Housing Reserve Wages	48,882.00		20,614.42	28,267.58
Historic Resource Reserve Storage Cabinet FY20	5,627.00		5,627.00	0.00
Historic Resource Reserve Poor Mural FY19	5,948.00		1,995.00	3,953.00
Historic Res. Rsv Monument Restoration FY17	23,927.50		0.00	23,927.50
Historic Res. Rsv Prescott Upgrades FY19	111,520.80		33,789.26	77,731.54
Historic Resource Reserve Fitch's Bridge Wall	45,000.00		21,462.62	23,537.38
Open Space Duck Pond Restoration FY18	5,905.01		5,905.01	0.00
Open Space Baddacook Pond FY19	30,000.00		30,000.00	0.00
Open Space Reserve Surrenden Debt Service	70,000.00		70,000.00	0.00
Open Space Conservation Fund Trf	3,763.00		3,763.00	0.00
TOTAL COMMUNITY PRESERVATION	1,442,610.12	0.00	1,091,921.28	350,688.84
CAPITAL PROJECT FUND				
Complete Streets	10,902.50		0.00	10,902.50
DPW Vehicles FY19	8,454.00		8,454.00	0.00
Senior Center Building	2,556,589.74		2,375,779.96	180,809.78
DPW Garage FY19	4,601,478.66		3,261,351.17	1,340,127.49
Library Roof FY19	1,437,479.18		1,048,725.92	388,753.26
Public Safety Radio Upgrade	1,207.16		0.00	1,207.16
Fire Engine #3 FY20	650,000.00		0.00	650,000.00
TOTAL CAPITAL PROJECTS FUND	9,266,111.24	0.00	6,694,311.05	2,571,800.19
GRAND TOTAL	53,843,876.16	0.00	29,726,915.41	24,116,960.75