

TOWN OF GROTON 2025 ANNUAL TOWN REPORT



This year's 2025 Annual Town Report is dedicated to Department of Public Works Director, Robert "Tom" Delaney Jr., in appreciation of his forty years of service to the Town of Groton.

Through decades of commitment, leadership, and hard work, Tom has played an essential role in maintaining and improving the town's infrastructure and services, leaving a lasting impact on the community he has faithfully served. The Town of Groton extends its sincere gratitude and appreciation for his many years of service and dedication.

The cover photo features, from left to right: Town Manager Mark W. Haddad, DPW Director Tom Delaney, and the new DPW Director, Brian Callahan.

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, 2025: 10,733

Registered Voters as of December 31, 2025: 9,064

Elevation At Town Hall: 320 Feet Above Sea Level

Highest Elevation: Chestnut @ 516 Feet Above Sea Level

Area In Square Miles: 32.54

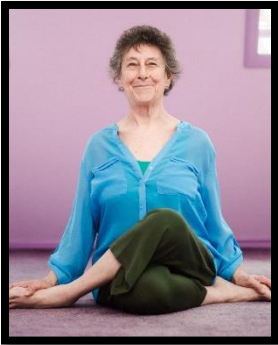
(Largest Town-In-Area in Middlesex County)

Miles Of Plowed or Maintained Roads: 125



IN MEMORIAM

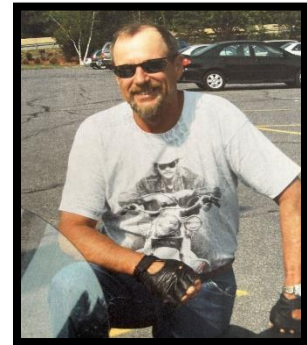
2025



Barbara Joyce Rich
February 8, 1934- December 16, 2025



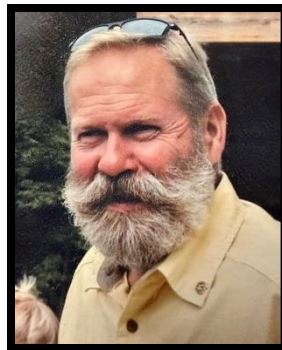
Ralph M. Smith Jr.
February 8, 1932- February 1, 2025



Bruce E. Dubey
April 7, 1954- January 26, 2025



Ronald K. Alcott
June 19, 1934- September 27, 2025



John E. Murphy
May 26, 1950 - July 30, 2025



Ellen T. Hargraves
August 8, 1939- June 15, 2025



Edward A. Perkins
September 5, 1950- February 17, 2025

2025 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, 2025

Memorial Day

May 26, 2025

EAGLE SCOUTS/GIRL SCOUT GOLD AWARDS

Marceline A. E. Grindley Day

June 8, 2025

Timothy Yafrate Day

November 2, 2025

EMPLOYEE PROCLAMATION

Robert “Tom” Delaney Jr.

October 23, 2025

Debbie Ladue

November 2, 2025

SELECT BOARD

Matthew F. Pisani, Chair

Rebecca H. Pine, Vice Chair

Alison S. Manugian, Clerk

John F. Reilly, Member

Peter S. Cunningham, Member

Mark W. Haddad, Town Manager
Grace Bannasch, Town Clerk

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Cable Advisory Committee	88
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Complete Streets Committee	90
Conductorlab Oversight Committee	91
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Historical Commission	95
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Sustainability Commission	99
Town Forest Committee	101
Trails Committee	102
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FEDERAL, STATE AND COUNTY OFFICIALS

PRESIDENT

Donald J. 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
[\(202\) 224-2742](tel:(202)224-2742)
975 JFK Federal Building 15
New Sudbury Street Boston,
MA 02203
(617) 565-8519

Elizabeth Warren
309 Hart Senate Office Building
Washington, DC 20510
[\(202\) 224-4543](tel:(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
2439 Rayburn HOB
Washington, DC 20515
[\(202\) 225-3411](tel:(202)225-3411)
126 John Street
Suite 12
Lowell, MA 01852
(978) 459-0101

GOVERNOR

Maura Healey
State House, Room 280 24
Beacon Street
Boston, MA 02133
(617) 725-4005

ATTORNEY GENERAL

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

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

DISTRICT ATTORNEY MIDDLESEX COUNTY

Marian Ryan

SECRETARY OF STATE

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

SENATOR IN GENERAL COURT

Senator John Cronin
Worcester and Middlesex District
24 Beacon Street, Room 218
Boston, MA 02133
(617) 722-1230
john.cronin@masenate.gov

REPRESENTATIVE IN GENERAL COURT

Senator Danillo Sena
37th Middlesex District
24 Beacon Street, Room 39
Boston, MA 02133
(627) 722-2014
Danillo.Sena@mahouse.gov

REPRESENTATIVE IN GENERAL COURT

Margaret Scarsdale
First Middlesex District
24 Beacon Street, Room 103
Boston, MA 02133
(617) 722-2305
Margaret.Scarsdale@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 DiCristofaro, Register Middlesex
Probate and Family Court 10-U Commerce
Way
Woburn, MA 01801
(781) 865-4000
middlesexprobate@jud.state.ma.us

SHERIFF

Peter J. Koutoujian
Middlesex County Sheriff's Office 400 Mystic
Avenue, 4th Floor 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.....	978-732-1893
Planning Board	978-448-1105
Police Department... ..	978-448-5555
Sewer Commission.....	978-448-1117
Tax Collector/Treasurer.....	978-448-1103
Town Clerk	978-448-1100
Town Manager/Select Board	978-448-1111
Water Department.....	978-448-1122
Veterans' Service Officer.....	978-448-1175
Zoning Board of Appeals	978-448-1121

ELECTED TOWN OFFICIALS (in alphabetical order)

ASSESSORS, BOARD OF

Donald Black	2028
Garrett Boles	2026
Jennifer Moore	2027

ELECTRIC LIGHT COMMISSIONERS

Rodney R. Hersh	2028
Eric Fisher	2026
Kevin J. Lindemer	2027

GDRSD SCHOOL COMMITTEE

Rosanna Casavecchia	2028
Rohit Bhasin	2026
Lacey McCabe	2026
Catherine Awa	2026
Christine Andriole	2027
Fay Raynor	2027
An Hee Foley	2028

HEALTH, BOARD OF

Robert Fleischer	2028
Evan Thackaberry	2026
Michelle Collette	2027

HOUSING AUTHORITY

Catherine MacDonald	2027
Leslie Colt	DHCD
Daniel C. Emerson	State Appt'd
John Sopka	2029
Sherry Murray	2028

MODERATOR

Jason Kauppi	2026
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PARK COMMISSIONERS

Mark Presti	2028
Anna Eliot	2027
Mary Jennings	2026
Jeffrey Ohringer	2026
*Rob Foley	2028

PLANNING BOARD

Russell Burke	2027
George Barringer	2028
David Bonnett	2028
Matthew Killam	2026
Lorayne Black	2027
Paul Hathway	2027
Phil Francisco	2026

SELECT BOARD

Matthew Pisani	2028
John F. Reilly	2028
Alison S. Manugian	2026
Rebecca H. Pine	2026
Peter S. Cunningham	2027

SEWER COMMISSIONERS

James L. Gmeiner	2028
Eric Berg	2027
Darius A. Budrys	2026

TRUST FUNDS, COMMISSIONERS

Mairead Orpen	2028
Martha McLure	2026
Joseph E. Twomey	2027

TRUSTEES OF PUBLIC LIBRARY

Mark Gerath	2028
Jennifer Petersen	2028
Heidi Reichert-Robes	2026
David Zeiler	2026
Kristen Von Campe	2027
Helena Fruscio Altzman	2027

WATER COMMISSIONERS

Greg R. Fishbone	2028
James L. Gmeiner	2026
John J. McCaffrey	2027

*Resigned/Retired

**Deceased

**OFFICIALS APPOINTED BY THE
SELECT BOARD**

TOWN MANAGER	
Mark W. Haddad	2028
TOWN COUNSEL	
Mirick O’Connell	2026
POLICE CHIEF	
Michael F. Luth	2028
FIRE CHIEF	
Arthur Cheeks	2027
TOWN CLERK	
Grace Bannasch	2028

**OFFICIALS APPOINTED BY
THE TOWN MANAGER**

ADA COORDINATOR	
Michelle Collette	2026
ANIMAL CONTROL OFFICER	
R. Thomas Delaney, Jr.	2026
John Greenhalgh	2026
ANIMAL INSPECTOR	
Jodee Coke	2026
BUILDING COMMISSIONER	
Robert Garside	2026
BUILDING INSPECTOR	
Daniel Britko	2026
CONSERVATION ADMINISTRATOR	
Charlotte Steeves	2026
CONSTABLES	
Brian O. Downes	2026
Michele Giso	2028
Frederick Correia	2026
George Moore	2027

COUNCIL ON AGING DIRECTOR	
Nicole Sarvela	2026

COUNTRY CLUB GM/HEAD GOLF PROFESSIONAL	
Shawn Campbell	2026

DATABASE COORDINATOR	
Vacancy	

DOG OFFICER	
R. Thomas Delaney, Jr.	2026
John Greenhalgh	2026

EARTH REMOVAL INSPECTOR	
Michelle Collette	2026

ELECTION WORKERS	
Alberta Erickson	2026
Alberta Steed	2026
Alicia Black	2026
Andreas Hartmann	2026
Aneeqa Hashimi	2026
Barbara Keast	2026
Bronwen Wallens	2026
Carole Clark	2026
Cindy Martell	2026
Connie Sartini	2026
Daniel Emerson	2026
David Posner	2026
David Sontag	2026
Diane Rice	2026
Donna Piche	2026
Ellen Paxton	2026
Emily Navetta	2026
Fran Stanley	2026
Jacqueline Jackson	2026
Janis Discipio	2026
Jeffrey Upton	2026

*Resigned/Retired

**Deceased

		GRAVES REGISTRATION OFFICER	
Jennifer Cacciola	2026	Deborah Beal Normandin	2026
Joan Croteau	2026		
Joan Sopka	2026		
Joni Parker-Roach	2026	HARBOR MASTER	
Judith Anderson	2026	Michael F. Luth	2026
Jacqueline Jackson	2026		
Katrina Posner	2026	HAZ-MAT COORDINATOR	
Lindsay Goranson	2026	Arthur Cheeks	2026
Lisa O'Neill	2026		
Lois Young	2026	HEALTH INSURANCE PORTABILITY & ACCOUNTIBILITY OFFICER	
Lynda Moore	2026	Melisa Doig	2026
Margaret Knight	2026		
Michael Discipio	2026	HUMAN RESOURCES DIRECTOR	
Michelle Collette	2026		
Nancy Pierce	2026	Melisa Doig	2026
Patrick Parker-Roach	2026		
Ramona Tolles	2026	IT DIRECTOR	
Richard Marton	2026	Michael Chiasson	2026
Sarah Miller	2026		
Steven A. Legge	2026	KEEPER OF THE TOWN CLOCK	
Stuart Shuman	2026	Paul Matisse	2026
Sue Nordberg	2026		
Valerie Heim	2026	LAND USE DIRECTOR / TOWN PLANNER	
Virgina Stewart	2026	Takashi Tada	2026
William Seldon	2026		
ELECTRICAL INSPECTOR		LOCAL LICENSING AGENT	
Edward Doucette	2026	Michael F. Luth	2026
John Dee III (Alternate)	2026		
EXECUTIVE ASSISTANT TO THE TOWN MANAGER		MEASURER OF WOOD AND BARK	
Kara Cruikshank	2026	Evan C. Owen	2026
FENCE VIEWER		MOTH SUPERINTENDENT	
George Moore	2026	R. Thomas Delaney, Jr.	2026
FIELD DRIVER		NIMS COORDINATOR	
George Moore	2026	Michael F. Luth	2026
		PARKING CLERK	
		Dawn Dunbar	2026
		PLUMBING AND GAS INSPECTOR	
		Norm Card	2026
		Jeremy Pierce (Alternate)	2026
		PRINCIPAL ASSESSOR	
		Megan Foster	2027

*Resigned/Retired

** Deceased

POLICE DEPARTMENT

Deputy Chief

Rachel Mead 2026

Matrons

Jessica Watson 2026

Officers

Adam Scott 2026

Andrew Davis 2026

Brian Underhill 2026

Dale Rose 2026

Derrick Gemos 2026

Gordon Candow 2026

Gregory Steward 2026

Ian Pereira 2026

Justine Wagner 2026

Kevin Henehan 2026

Miachel Lynn 2026

Miachel Masterson 2026

Patrick Timmins 2026

Paul Connell 2026

Peter Breslin 2026

Peter Violette 2026

Rachael Mead 2026

Robert Wayne, Jr. 2026

Tyler Melanson 2026

Part Time Officers

Frank Mastrangelo 2026

Michael Ratte 2026

Jeffrey Yung 2026

PUBLIC WORKS DIRECTOR

*R. Thomas Delaney, Jr. 2026

Brian Callahan 2026

ROAD KILL OFFICER

R. Thomas Delaney, Jr. 2026

SEALER WEIGHTS & MEASURES

Massachusetts Division of Standards 2026

SURVEYOR OF WOOD/LUMBER

R. Thomas Delaney, Jr. 2026

TOWN ACCOUNTANT

Patricia Dufresne 2029

TOWN DIARIST

M. Constance Sartini 2026

Robert L. Collins 2026

Steve Lieman 2026

TREASURER/COLLECTOR

Katie Kazanjian 2028

TREE WARDEN

*R. Thomas Delaney, Jr. 2026

Brian Callahan 2026

VETERANS' SERVICE OFFICER

Maureen Heard 2026

WATER SUPERINTENDENT

Thomas Orcutt 2026

**BOARDS, COMMITTEES &
COMMISSIONS APPOINTED
BY THE SELECT BOARD**

**AFFORDABLE HOUSING TRUST
FUND**

Charles Vander Linden 2027

Lynn Holdsworth 2027

Becky Pine 2027

Phil Francisco 2026

Carolyn Perkins 2026

*Resigned/Retired

** Deceased

BOARD OF REGISTRARS

Grace Bannasch – Town Clerk	
Marvin Caldwell	2028
Jane Fry	2026
Gregory Baran	2027

CAPITAL PLANNING ADVISORY COMMITTEE

David Manugian	2028
Michael O’Rourke	2028
Thomas Naughton	2026
Jamie McDonald	2027
Vacancy	2027

COMMEMORATIONS & CELEBRATIONS COMMITTEE

Donald Black	2026
Connie Sartini	2026
Michael F. Luth	2026
Karen Tuomi	2026
Jennifer Moore	2026
Maureen Heard	2026

COMMUNITY PRESERVATION COMMITTEE

Bruce Easom (Conservation)	2028
Phil Francisco (Planning)	2026
Anna Eliot (Parks)	2026
Daniel Emerson (Housing Auth.)	2027
Aubrey Theall (Historical)	2027
Carolyn Perkins (SB)	2027
Richard Hewitt (SB)	2027

COMPLETE STREETS COMMITTEE

George Barringer	2026
Peter Cunningham	2026
R. Thomas Delaney Jr.	2026
Stephen Legge	2026
Takashi Tada	2026
Gordon Row	2026
Kristen Von Campe	2026
Deanna Kass	2026

CONSERVATION COMMISSION

Laurence Hurley	2028
Peter A. Morrison	2028
Kimberly Kuliesis	2028
Bruce H. Easom	2026
Olin Lathrop	2026

Ben Wolfe	2027
Jon Smigelski	2027

COUNCIL ON AGING

Nicole Sarvela	2026
Michelle Collette	2028
Harris McWade	2028
Alberta Erickson	2028
Carole Carter	2026
Lois Young	2026
Judith Polumbo O’Brien	2026
Dorothy Zale	2026
Tony Serge	2027
Pascal Miller	2027

DESTINATION GROTON COMMITTEE

Brian Bolton	2026
Jeff Gordon	2026
Joni Parker- Roach	2026
Greg Sheldon	2026
Heather Puksta	2026

DIVERSITY, EQUITY, & INCLUSION COMMITTEE

Gordon Candow	2026
Michelle Collette	2026
Raquel Majeski- Roberge	2026
Deidre Slavin-Mitchell	2026
Fran Stanley	2026
Po Tse	2026
Vacancy	

FINANCE COMMITTEE

David Manugian	2028
Jamie McDonald	2028
Scott Whitefield	2026
Mary Linskey	2026
Norman “Bud” Robertson	2027
Gary Green	2027
Kristina Lengyel	2027

HOUSING PARTNERSHIP

Peter S. Cunningham	2026
Anna Eliot	2026
Jeffrey Wallens	2026
Vacancy (2)	

INVASIVE SPECIES COMMITTEE

Jonathan Basch	2026
Ben Wolfe	2026
Adam Burnett	2025
Ann Carpenter	2026
Brian Bettencourt	2026
Olin Lathrop	2026
Ron Strohsahl	2026
Charlotte Weigel	2026
Vacancy	

Nicholas Degaitas	2027
Larry Hurley (Cons Com Rep)	2027

SCHOLARSHIP COMMITTEE

Geoffrey Kromer	2028
Trish Winroth	2026
Valencia Augusta	2028
Alberta Erickson	2027

LOCAL CULTURAL COUNCIL

Ellen Wetmore	2030
Judith Romatelli	2026
Nancy Muller	2026
Haley Traverse	2026
Kathleen Phelps	2028
Leslie Lathrop	2030
Olive Cote	2030
Cynthia Davidson	2030

SUSTAINABILITY COMMISSION

Alison Dolbear Peterson	2026
Ken Horton	2026
Bruce Easom	2026
David Southwick	2026
Linda Loren	2026
Veronica O’Donnell	2026
Virginia Vollmar	2026
Charlotte Weigel	2026
Patrick Parker-Roach	2026
Jim Simko	2026
Vacancy	

LOWELL REGIONAL TRANSIT AUTHORITY

Nicole Sarvela	2026
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MBTA ADVISORY BOARD

John Reilly	2026
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MONTACHUSETT JOINT TRANSPORTATION COMMITTEE

Russell Burke (PB)	2026
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TAX RELIEF FOR ELDERS AND THE DISABLED COMMITTEE

Don Black	2026
Katie Kazanjian	2026
Pascal Miller	2026
Vacancy (2)	

MONTACHUSETT REGIONAL PLANNING COMMITTEE

Russell Burke	2026
Peter Cunningham	2026

ZONING BOARD OF APPEALS

Jay Prager	2028
Bruce Easom	2028
Veronica O’Donnell	2028
Greg Baker	2026
Jack Petropoulos	2026
Alfred von Campe (Associate)	2026
Robert Mullins (Associate)	2026
Tim Synan (Associate)	2026
Vacancy	2026

NASHOBA VALLEY REGIONAL TECHNICAL SCHOOL COMMITTEE

Robert Flynn	2028
John Ellenberger – Alternate	2028

SARGISSON BEACH COMMITTEE

Kevin Charland	2027
Andrew Davis	2028
Cheney Harper	2028
John Reilly (SB Rep)	2028

BOARDS, COMMITTEES & COMMISSIONS APPOINTED BY THE TOWN MANAGER
CABLE ADVISORY COMMITTEE

Neil Colicchio	2026
Eric Fisher	2026
John Macleod	2026
Russell Harris	2026
Janet Sheffield	2026

*Resigned/Retired
** Deceased

HISTORIC DISTRICTS COMMISSION

Brian Cartier	2028
Lisa Hicks	2028
Jennifer Rand	2026
Jennifer Moore	2026
David MacInnis	2027

INSURANCE ADVISORY COMMITTEE

Barbara Cronin	2026
Melisa Doig	2026
Patricia Dufresne	2026
Jim Crocker	2026
Rena Swezey	2026
Police Superior Off. Rep	2026
Police Rep.	2026
DPW Rep.	2026
Supervisors Rep	2026
Town Hall/Lib Rep.	2026

BOARDS, COMMITTEES, AND COMMISSIONS NOMINATED BY THE TOWN MANAGER

AGRICULTURAL COMMISSION

Sally Smith	2025
Shelly Sullivan	2026
Jessica MacGregor	2027
Peter MacGregor	2027
Vacancy	

BOARD OF SURVEY

Robert Garside – Bldg. Comm.	2026
Arthur Cheeks – Fire Chief	2026
Evan C. Owen	2026

COMMISSION ON ACCESSIBILITY

Judith Anderson	2026
Robert Fleischer	2026
Lynne Pistorino	2026
Thomas Pistorino	2026
Alan Taylor	2026
**Barbara Rich	2026
Vacancy	

*Resigned/Retired
** Deceased

COMMUNITY EMERGENCY RESPONSE COORDINATOR

R. Thomas Delaney, Jr.	2026
Brian Callahan	2026
Michael F. Luth	2026
Arthur Cheeks	2026

CONDUCTORLAB COMMITTEE

Michelle Collette	2026
Mark Deuger	2026
Robert Hanninen	2026
Takashi Tada	2026
Veronica O'Donnell	2026

EARTH REMOVAL STORMWATER ADVISORY COMMITTEE

George Barringer	2026
R. Thomas Delaney, Jr.	2026
Robert Hanninen	2026
Bruce Easom	2026
Steven Savage	2026

GREAT POND ADVISORY COMMITTEE

Larry Hurley	2026
James Luening	2026
Ronald Hersch	2026
Alexander Woodle	2026
Rick Salon	2026
Jesse Cotter	2026
Vacancy (3)	

GREENWAY COMMITTEE

Adam Burnett	2026
Carol Coutrier	2026
Marina Khabituyeva	2026
David Pitkin	2026
Pete Carson	2026

HISTORICAL COMMISSION

Thomas Horsman	2025
Michael Danti	2025
Robert Nason	2025
Aubrey Theall	2026
Joshua Vollmar	2027
Gus Widmayer	2027
Amanda Chang	2027

OLD BURYING GROUND COMMISSION

Don Black	2026
Debbie Beal Normandin	2026
Eleanor Gavazzi	2026
Vacancy (2)	

RECYCLING COMMITTEE

Tessa David	2026
R. Thomas Delaney, Jr.	2026
Jamie E. King	2026
Bart Yeager	2026
Nancy Ohringer	2026

SIGN COMMITTEE

Connie Sartini	2026
Mark W. Haddad	2026
Carolyn Perkins	2026

TOWN FOREST COMMITTEE

Robert Hill	2028
Ned Cahoon	2026
Leslie Row	2027

TRAILS COMMITTEE

Tom Montillo	2026
James Peregoy	2026
Paul Funch	2026
Stephen Legge	2026
Richard Lynch	2026
Brittain McKinley	2026
Kiirja Paananen	2026
Bob Fournier	2026
Josh LoPresti	2026
Dan Pierpont	2026
Thomas Guilick	2026

WEED HARVESTER COMMITTEE

James Leuning	2026
Keith Downer	2026
Jed Richards	2026
Cy Richards	2026
Steve Beard	2026
Vacancy (2)	

WILLIAMS BARN COMMITTEE

Christopher Darling	2025
Bruce Easom	2026
Robert Kniffen	2026
Joseph Twomey	2026
Sandra Tobies	2026
Steve Woodin	2026
Matt Novak	2026
Vacancy (2)	

*Resigned/Retired
 ** Deceased

GROTONS 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

Business and Finance Department

Student Services

Technology & Digital Learning Department

Human Resources

Extended Day & Community Services

Regional High School

Regional Middle School

Florence Roche Elementary School

Swallow Union Elementary School

Boutwell Early Childhood Center

Nashoba Valley Technical High School

GROTON PUBLIC LIBRARY

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

Select Board Annual Report for 2025

The Select Board began the year hearing the results of a study done in 2024 of PILOT (Payment In Lieu Of Taxes) payments across the Commonwealth of MA. The study showed that Groton is receiving more PILOT money from our two private high schools than almost any other town that hosts a prestigious private high school.

Like many other towns in Massachusetts, balancing the budget under the constraints of Proposition 2 1/2 in an era of inflation and shrinking state funding has dominated much of the Select Board's 2025 agenda. Even with success at increasing revenue from other sources, and constant effort to use the taxpayer's money as judiciously as possible, the unfortunate reality is that our annual expenses continue to greatly exceed our revenue. After lengthy discussion on this issue, the Select Board and Finance Committee jointly supported two override questions at the Town Election in May. Despite impressive work by organized advocacy groups, the override to maintain level services at the Groton-Dunstable School District failed narrowly and the override to add 6 new Firefighters failed by a wide margin. After the election, there were a number of staff that were laid off in the Groton-Dunstable Schools, vacancies in the DPW were left unfilled, and our Fire Department remained understaffed, in order to balance the budget without an override.

Several success stories of revenue from sources other than property and excise taxes deserve mentioning. The Groton Country Club has been highly successful in recent years and contributed \$71,233 to the General Fund for FY26. The Friends of Prescott paid approximately \$21,000 in addition to their rental fee of \$20,000. The Groton Hill Music Center community ticket surcharge brought in \$103,588. Local taxes on hotel rooms and restaurant meals have become a significant source of revenue, and generous PILOT payments and in-kind contributions from Lawrence Academy and Groton School have improved our ability to pay for needed services. The Select Board's first-ever fundraising appeal letter during the end-of-year holidays brought in approximately \$39,844 in contributions for various gift funds that pay for 'extras' that would otherwise be unaffordable.

We continue to work closely with our Legislative Delegation, especially Representative Margaret Scarsdale and Senator John Cronin, to advocate for increased funding from the Commonwealth. Unfortunately, following two years of failed overrides, we are facing even more staffing cuts as we prepare the FY27 budget.

In March, we heard the very exciting news that UMass Memorial Health had purchased property to build a Stand-alone Emergency Facility on route 119 across from Mill Run Plaza. Details of the plan were shared at an information session in May and a ground-breaking ceremony was held in October. This state-of-the-art medical facility, which is expected to open by the end of 2026, will restore access to nearby emergency medical services that were lost in the abrupt 2024 closure of the Nashoba Medical Center.

2025 saw a number of changes in Town Hall staff. In honor of DPW Director Tom Delaney's retirement after 40 years of service, the Highway Department Building was named the Robert "Tom" Delaney, Jr. Department of Public Works Building in October. Brian Callahan then seamlessly into the role of DPW Director after an 18-month period as Director-in-Training.

We wished Town Clerk Dawn Dunbar and Town Treasurer Hannah Moller well in their new positions in neighboring towns, and welcomed new Town Clerk Grace Bannasch and new Treasurer Katie Kazanjian to our Town Hall.

Long term Groton Water Department Director Tom Orcutt retired and Robert Maloney was appointed as Interim Director. Mike Hartnett retired after a combined 13 years as Town Treasurer and Assistant Town Treasurer.

Terrance Gardner was hired to fill the vacant Deputy Fire Chief position. New 3-year contracts were negotiated with Town Manager Mark Haddad, and Police Chief Mike Luth. And new 3-year contracts were negotiated for all six of our employee bargaining units.

The work of the Charter Review Committee led to a successful vote at the Fall Town Meeting to make several changes in our Town Charter, including a change to follow a policy created by the Select Board when appointing the Police Chief, Fire Chief, and Town Clerk. Another change sets the date of the annual Town Election on the third Tuesday of May every year.

The Select Board finalized the Intermunicipal Agreement with Dunstable and Pepperell to bring PFAS-free water to the Groton-Dunstable Regional High School and a number of private homes in the area whose wells had been contaminated by PFAS from the high school. Construction of the water line down Chicopee Row which began early in 2025 resulted in clean potable water flowing in the faucets of the Groton-Dunstable Regional High School by the end of December. Connections to the individual homes with PFAS from the High School site will begin as soon as conditions allow in 2026

The Sustainability Commission applied for and received a grant which allowed us to form a regional partnership with three other towns to hire an Energy Manager, Andres Correa, to guide efforts to reduce our use of fossil fuels and lower our greenhouse gas emissions.

Another regional partnership, created under the leadership of our Opioid Working Group, will pool the Opioid Abatement funds from all the towns in the group to hire an Outreach Coordinator to address addiction issues in our communities.

Studies to determine both the costs to the Town of removing the Squannacook River Dam in West Groton and the costs to the Town of repairing the Dam were conducted in 2025. This issue will likely be included on the Spring 2026 Town Meeting Warrant.

The Celebration of the 250th Birthday of our country began in April with ceremonies commemorating the 1775 Battles of Lexington and Concord. Several events in Groton highlighted the role that Groton MinuteMen played in those battles, and at The Battle of Bunker Hill in June of 1775 where more men from Groton died than from any other town. Groton's Celebrations and Commemorations Committee is planning more events to commemorate the 250th Anniversary throughout 2026.

The membership of the Select Board remained unchanged after the election in May when Matt Pisani and John Reilly were reelected. The Board reorganized and voted Matt Pisani as Chair, Becky Pine as Vice Chair, and Alison Manugian as Clerk. While controversy and chaos seem to dominate government at the national level under the current administration, our local government continues to function smoothly, even with the stress of funding shortfalls. We want to express our gratitude for the contributions of our Town Employees and the very many Groton residents who volunteer their time, as they are a large part of why this is true.

Respectfully Submitted,

Matthew F. Pisani, Chair

Peter S. Cunningham, Member

Rebecca H. Pine, Vice Chair

John F. Reilly, Member

Alison S. Manugian, Clerk



BOARD OF ASSESSORS

Megan Foster, Principal Assistant Assessor

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

Meetings as Posted

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 revaluation in FY2026. The town of Groton's next certification as directed by the Department of Revenue will be FY2027. FY2027, certification 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@grotonma.gov). 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 FY2026 is \$14.78 per \$1000 of value.

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

BOARD OF ASSESSORS-cont.

**Assessor's Classification Report (LA4)
GROTON, MA**

All Neighborhoods

Real Property

Property Type	Mix Use Chap Count	Parcel Count	Class 1 Residential Assessed Value	Class 2 Open Space Assessed Value	Class 3 Commercial Assessed Value	Class 4 Industrial Assessed Value	Total for Property Type
101	0	3,284	2,500,397,659	0	0	0	2,500,397,659
102	0	345	171,126,775	0	0	0	171,126,775
misc 103, 109, 140	0	25	17,793,700	0	0	0	17,793,700
104	0	135	93,040,800	0	0	0	93,040,800
105	0	10	7,899,000	0	0	0	7,899,000
111-125	0	13	17,937,500	0	0	0	17,937,500
130-132,108	0	437	30,927,500	0	0	0	30,927,500
200-231	0	0	0	0	0	0	0
300-393	0	89	0	0	77,387,303	0	77,387,303
400-442	0	13	0	0	0	6,581,200	6,581,200
450-452	0	0	0	0	0	0	0
ch 61 (600)	10	11	0	0	49,120	0	49,120
ch 61a (700)	25	23	0	0	710,910	0	710,910
ch 61b (800)	4	4	0	0	297,330	0	297,330
012-043	0	41	49,416,808	0	18,266,125	3,001,100	70,683,831
900	0	597	0	0	0	0	945,404,905
		5,066	2,888,539,340	0	96,710,788	9,582,300	3,940,237,333

Personal Property

Property Type	Parcel Count	Class 5 Personal Prop Assessed Value

Total Real Property:	2,994,832,428
Total Personal Property:	0
<hr/> Total Real + PP Taxable Property	<hr/> 2,994,832,428
Total Exempt Property:	945,404,905
<hr/> Total Count Real and PP:	<hr/> 5,066

BOARD OF HEALTH

Micaela Moore, Interdepartmental Assistant

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

Meetings: 1st and 3rd Mondays of the Month

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 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 2025, the Board of Health reviewed/granted the following permits:

- Subsurface sewage disposal system
 - New permits: 8
 - Upgrade permits: 18
 - Variances: 6
- Well
 - Permits 8
 - Variances 3
- Habitable Lighting
 - Variances 1
- Tobacco control permits 7
- Trash hauler permits 5
- Stable licenses 22

In 2025, the Board of Health identified the need for a soil importation application and refined one accordingly. The finalized application was implemented and put into use.

On May 5, 2025 the Board adopted revisions to the following regulations: Chapter 307 – Solid Waste.

The Board of Health would like to thank Nashoba Associated Boards of Health Director, James Garreffi, Health Agent, Kalene Gendron, and the Land Use Department staff at Town Hall for their continued support throughout the year. The actuality of supporting any Board of Health can be challenging. The Board appreciates the effort and professionalism with which these efforts are undertaken.

Respectfully submitted,

Robert Fleischer, Chair
Michelle Collette
Evan Thackaberry

BOARD OF HEALTH

Nashoba Associated Boards of Health
Kalene Gendron, Environmental Administrator
NABH Office Hours: Mon-Fri 8:00am-4:30pm,
Groton Office Hours: Mon 8:00am-9:00am; Wed 11:00am-12:00pm
www.nashoba.org

Nashoba Associated Boards of Health continues to serve the Groton Board of Health in meeting the challenges of environmental and public health needs in your community.

In 2025, the Nashoba Associated Boards of Health (NABH) continued to advance regional public health through the ongoing support of two key grants: the Public Health Excellence (PHE) Grant and the Contact Tracing and Case Investigation (CT/CI) Grant.

The PHE Grant has enabled the onboarding of staff over time, including two Health Agents, an Education/Communication Specialist, and part-time staff to help with food inspections and manage the grant; the CT/CI Grant has further supported NABH by funding a full-time Public Health Nurse. Staff provided by these grants have enhanced NABH's ability to provide inspections, community outreach, and health education, fostering a more robust and adaptable public health infrastructure across participating municipalities.

In response to the closure of the Nashoba Valley Health Center and the Massachusetts Department of Public Health's new public health services delivery model, Foundational Public Health Service (FPHS), the Association contracted for a Community Health Needs Assessment (CHNA) to better understand the needs of our community; the contractor delivered their report at the end of December. The work was made possible by the CT/CI Grant.

Together, these grants have strengthened NABH's ability to meet evolving community needs, improving disease surveillance, emergency preparedness, and equitable access to high-quality public health services. Through a collaborative and resource-sharing approach, NABH has built a resilient and modern public health system that continues to effectively serve all member communities.

Environmental Health Department

The Nashoba Sanitarian serving your community is always available at our Ayer office and has regular hours in the Town Hall to serve your residents and work with your Town Hall staff.

Food Service Licensing and Inspections

78

This office licenses, inspects, responds to complaints and conducts follow-up on concerns in licensed operations. Our staff review plans for new/renovated facilities to ensure they are constructed in accordance with the Food Code.

Recreational Permitting and Inspections

18

This office licenses, inspects and responds to complaints regarding recreational camps for children, bathing beaches and public and semi-public pools. We sample bathing beaches weekly, providing the results to community partners to ensure swimming only occurs at the public and semi-public beaches which meet State regulations.

Housing & Nuisance Investigation

38

This office inspects dwelling units for compliance with the State Sanitary Code upon complaints, and prior to occupancy. We issue orders to affect corrective actions, reinspect, and initiate legal action if necessary. Similarly, complaints from residents concerning unsanitary conditions, environmental concerns and/or pollution are investigated and actions taken as required.

Title 5 related work – On-site Sewage Disposal

We received 31 applications for soil testing (testing necessary for the design of a sewage disposal system) and witnessed 98 tests performed (perc tests and soil evaluation holes). We received 27 applications for sewage disposal systems and reviewed 39 plans for new and replacement systems.

Our office prepared 26 sewage disposal system permits for the Board's review and approval: 8 for new construction and 18 for the replacement of failed systems. We conducted 79 inspections during the construction of sewage disposal systems.

We provide consultation to your residents on matters relating to sewage disposal systems (operations, inspection and expansion (including the proposed accessory dwelling units (ADU)). As part of this work, we reviewed 81 Title 5 inspection reports.

Private Wells

We reviewed water quality and quantity reports and interpreted the results for your residents. As water quality awareness has increased, we have assisted communities with systematic water testing programs (generally upon property transfer); providing consultation and direction on how to comply with local requirements.

Private wells are regulated by local regulation, and we issued 8 permits for new and replacement private water supply wells.

Rabies Clinics

The number of residents attending our community clinics has dropped. Understanding the importance of service, we have offered regional clinics to ensure convenient access to a clinic.

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) Standards of Public Nursing Practice. Our nursing team underwent significant changes this year, a retirement and staff moving to new positions. As of the end of 2025 the nursing team has been rebuilt, and we are working quickly to restore services while remaining adaptable to changes requested by our member communities and to meet the obligations outlined in the FPHS. Town Nurse Hours were “on pause” July through December 2025 while we re-built our public health nursing team. During this time, the core, State-mandated communicable disease case investigation and reporting continued.

The Nashoba nursing team reviewed, investigated and reported on all mandated communicable and infectious diseases (including respiratory diseases) while working closely with the Massachusetts Department of Public Health’s (MDPH) epidemiology team. Though this daily reporting and investigation work is not always visible, it is vital to protect the public from the spread of disease and includes:

- Working with MDPH and local Boards of Health to identify and manage clusters of disease/exposures in the district.
- Working with school nurses and childcare providers in the district to provide information, offer advice and support.
- In conjunction with our Health Agents, we work with individuals in challenging living conditions (unsanitary, hoarded) to facilitate services to mitigate situations which would allow an individual to remain in their home.
- We work with Councils on Aging, community outreach workers and other staff in town to help residents find services they need.

Communicable Disease Number of Cases investigated:

Babesiosis	3
Borrelia miyamotoi infection	1
Calicivirus/Norovirus	1
Campylobacteriosis	1
Hepatitis A	1
Ehrlichiosis	1
Hepatitis B	1
Hepatitis C	1
Human Granulocytic Anaplasmosis.....	7
Influenza	180
Novel Coronavirus (SARS, MERS, etc).....	94

Pertussis (&other Bordetella species).....1
 Salmonellosis.....3
 Streptococcus pneumoniae.....1

The Nashoba nursing staff provided monitoring and guidance to travelers and residents testing positive for TB infection (not contagious) throughout the district this calendar year and have also been managing **2** active TB cases in the District during 2025. The towns in the Nashoba District fall into a **LOW RISK TB** category (as defined by MDPH).

In addition to the mandated disease surveillance and reporting, 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 including:

- Monthly town nurse hours were offered from January through June 2025 and were “paused” July through December while we rebuilt our Public Health Nursing team. Nashoba nursing staff conducted town nurse hour events this year, including 6 in Groton (including the regional flu clinic). Town nurse hours include an opportunity for blood pressure checks, diet/nutrition information and teaching, medication review, and assistance with identifying and coordinating community resources and referral as needed.
- In 2025 we partnered with local pharmacies to offer our seasonal vaccine clinics, expanding vaccine availability with COVID and RSV vaccines in addition to influenza and preserving local public health funding and capacity. In collaboration with these pharmacies, we conducted 11 vaccine clinics throughout the district vaccinating 1019 attendees and providing 1,498 vaccines.
- The nurses are available to make home visits to make general assessments, assist with coordinating care and services, provide support/teaching and make referrals to other local community resources. Our nurses made seven home visits in Groton.
- Nashoba has offered community outreach and educational programs covering topics such as disease prevention, chronic disease management, emergency preparedness, mental health awareness, and overall wellness. We continued to offer grief support group availability.
- Nashoba staff attend and regularly participate in collaborative meetings, trainings, and conferences to keep current with the latest developments in local public health.
- Nashoba staff facilitated several meetings with key stakeholder groups to promote partnership, encourage strong regional communication, and foster working relationships. This has helped to identify common goals and guide future public health initiatives and outreach.

Community Health- Communications and Public Health Education Summary-2025

The Public Health Educator/Communications Specialist (PHE/CS) role has continued to evolve since its inception in Sept 2021 to best support the needs of the district. In the past year, the PHE/CS has been communicating timely and relevant public health information to towns and stakeholders and providing educational opportunities across the District with a social determinants of health (SDOH) lens. This work has included:

- Providing community educational opportunities to residents both independently and collaboratively with the PH nursing team based on community need- Harm reduction, emergency preparedness, positive aging, etc.
- Serving as project lead for a community health assessment from June to December, integrating contractor management, stakeholder engagement, communications, marketing, and logistical planning
- Partnering with CHNA9 and THFCM to launch a local Nashoba Health Equity Micro-Coalition supported by the NABH Shared Services Coordinator
- Maintaining up-to-date distribution lists, communicating within the district via channels such as quarterly newsletters, regular email updates, etc. pertaining to public health news, information, and events such as vaccine and rabies clinics. Continuing to explore and evaluate communication methods to reach as many community members as possible.
- Maintaining social media presence to reach more people in district with current, relevant, and seasonal public health information. Serving as a resource for community members with public health related questions across a broad range of topics
- Overseeing and administering a grant and donation-funded community grief support program
- Offering and instructing adult mental health first aid certification courses for municipal staff, community volunteers, and other groups serving NABH region residents
- Providing education and advocacy related to harm reduction, treatment and de-stigmatization of substance use disorder
- Serving on the Governor's Nashoba Valley Health Planning Working Group to identify data and community-driven local priorities for closing critical healthcare gaps
- Organizing technical assistance and resource-sharing meetings for municipalities related to opioid abatement settlement funds, with a fully executed IMA between 7 towns realized in 2025
- Collaborating with the new Shared Services Coordinator to maximize resources and identify opportunities for capacity building
- Building and maintaining relationships with stakeholders through meetings and attending community events to represent NABH
- Serving as the primary administrator for NABH's annual vaccine clinics in our first year partnering with a pharmacy
- Attending trainings with an emphasis on health equity and public health service regionalization.
- PHE/CS has utilized an SDOH lens to identify health inequities that most impact the NABH region to focus efforts and collaborate with community partners to lessen these gaps.
- Developing educational and communications materials for district and individual towns by request including print, electronic, presentation, and TV/news media materials. Publishing the first NABH regional Annual Report document
- Maintaining and improving upon NABH website to keep info relevant and accessible
- Co-organizing events to facilitate the exchange of information such as a springtime Social Services Networking Fair

COMMISSIONERS OF TRUST FUNDS

Karen Tuomi, Executive Director Meetings by Appointment

(978) 877-6787

COMMISSIONERS OF TRUST FUNDS

The Commissioners of Trust Funds continue to disburse funds from many of the Town’s Trust Funds and two Gift Funds adhering to the guidelines established by the donors. Life in our community is slowly returning to a “pre” Covid state with an increase in public and social gatherings. This is demonstrated by the number of applications submitted to the Lecture Fund. Lecture Fund sponsored events such as the Fireworks, the Memorial Day Parade and the three Grotonfests (Fall, Winter and Spring) are seeing large swells in attendance. In addition, more requests were received and awarded for classes and presentations at the Groton Center, the Groton Public Library, the Groton History Center and the Groton-Dunstable Regional School District, etc.

The individual recipients of the Groton Trust Fund’s scholarship awards are;

Maria Belitsky Memorial Scholarship Fund

The Maria Belitsky Memorial Scholarship Fund was established by her family to promote horticultural and environmental studies. The recipient of this year’s award was Saanvi Gowda. An additional award was provided by the Belitsky family to honor their father, Frank Belitsky. This recipient was Drew Jarvis.

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 year’s recipients were Gabriel Howard, Ryleigh Richard and Matthew Valenta.

Joseph DiPietro Scholarship Trust Fund

The Joseph DiPietro Scholarship recipients as selected by the principal and staff of the Groton-Dunstable Regional High School were Jolie Becker, Eliana Lothrop and River Solomon.

Thomas D. Hartnett Scholarship Trust Fund

The Thomas D. Hartnett Scholarship Trust Fund was established to offer financial aid to candidates who demonstrate the desire to give back to the community through service. This year's recipient was Connor Davis.

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 recipient of this year's awards was Madison Chace.

Respectfully submitted,

Martha McLure, Commissioner

Mairead Orpen, Commissioner

Joseph Twomey, Commissioner

ELECTRIC LIGHT DEPARTMENT

Jonathan D. Patterson, Manager

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

Meeting 2nd Monday 7:30pm



The Groton Electric Light Department turned one hundred and sixteen years old in 2025 as we strengthen service and advance reliability. GELD's commitment to our ratepayers is etched in our mission which is *"to provide our customers with reliable power and excellent customer service at affordable prices"*.

Below is a summary of our 2025 operations, power supply, and rates. Our complete report, including audited financial statements, will be available in the Spring.

Operations

We continue our focus on infrastructure improvements – replacing old poles, upgrading old lines as well as aggressive tree trimming. We upgraded the aged Hendrix lines on Martins Pond and Long Hill roads. We also upgraded the last of our very old "direct burial" primary lines. We took ownership of our first tree-trimming bucket truck that was delivered in December. The substation received new recloser controls. We are analyzing new billing software as our 40-year-old VAX-based system is nearing its end of life. We are also looking at giving our website (and social media platforms) a facelift.

Power Supply

In 2025, GELD continued facing high power and fuel costs due to natural gas supply and constraint issues. GELD's exclusive time-of-use rates, which focus on higher rates during peak times, have been in effect for two full years and they are helping to offset higher capacity and transmission costs. A Power Cost Adjustment (PCA) was implemented in January, February, March and December to help offset higher energy costs in the winter months. The management team closely monitors the power markets to ensure the best hedging strategy possible. The Berkshire Wind Power Project had its fourteenth full year of operation producing power at 18.04% 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 16.17% of its capacity for 2024. The wind project in Hancock, Maine produced power at 27.18% of capacity in its ninth 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. It also helps GELD in reaching state mandated goals beginning in 2030. Our purchased power (as defined by the state) remains between 40 and 50% carbon free.

Rates

KWh sales were up 2.92% in 2025 and up 4.76% for the five-year average. Our exclusive time-of-use rates and the installation of the Battery Energy Storage Systems have helped to modify GELD's peak demand. We also implemented a "winter" time-of-use rate with a slightly lower rate during peak times

and a slightly higher rate during non-peak times to help with home heating in the winter months. We continue to offer a 1.7 cents per kWh discount to customers who pay their bill by the 15th of the month and doubled the discount to celebrate the holidays for the bill received the first week in December. Compared to the 42 Massachusetts utilities, GELD's rates for 2025 landed in the middle when looking at the average 750 kWh electric user; the two investor-owned utilities that service the surrounding towns, National Grid and Unitil, have rates that are 90% & 121% higher than Groton Electric respectively.

Thank you, Groton ratepayers and GELD employees, for your commitment to Groton's locally owned and operated Light Department and for your undying loyalty!

Respectfully submitted,

Jonathan D. Patterson, Manager

Kevin J. Lindemer, Chairman

Rodney R. Hersh, Clerk

Eric S. Fisher, Member

GROTON DUNSTABLE REGIONAL SCHOOL DISTRICT

Administrative Offices: 344 Main Street, Groton, MA

01450 (978) 448-5505 Fax: (978) 448-9402

Dr. Geoff Bruno, Superintendent of Schools

SUPERINTENDENT'S OFFICE

Submitted by Geoff Bruno Ed.D., Superintendent of Schools



I am excited to present the Groton-Dunstable Regional School District's 2025 Town Report. There is much to highlight across our school community this year, as our leadership team members have described in the sections that follow this introduction! Marian Dyer has joined us as our new Assistant Superintendent and has made an immediate impact in leading our school district to new heights. We are in year two of life in the new Florence

Roche Elementary School, Rick Arena is in his first year as High School Principal, and our students have made impressive academic gains preK-12 as measured by MCAS results and our own internal benchmark assessments. We continue to take tangible steps to cultivate a strengthening sense of belonging for all our students, staff, and families. Now in my second year as Superintendent, I am excited to build on the momentum of last year, and look forward to sharing our evolved strategic vision for 2026-2029. Thank you for taking the time to review our annual report; I continue to be inspired as I meet more of our community as we engage and support students and families in Groton and Dunstable!

Section 1: Curriculum and Instruction

Our new Assistant Superintendent Marian Dyer outlines our adoption of a new researched based phonics program at the elementary level, describes our innovative districtwide staff PD she is leading, provides an overview of our curriculum review process, and defines our work related to cultivating a culture of belonging in all schools.

Section 2: Finance and Operations

We worked collaboratively with leadership in both towns to advocate for operational overrides in both towns (passed in Dunstable, narrowly failed in Groton). Despite the failed override in Groton, we were able to effectively minimize loss of positions impacting student learning and/or operations. Over this winter break, GSRHS was finally connected to town water effectively providing a permanent solution to the PFAS problem previously detected in 2022. We also presented a five year capital plan to the School Committee in October 2025.

Section 3: Student Services

We continue our commitment to working collaboratively to engage in a continuous cycle of strengthening our systems and structures, while efficiently and effectively using resources, to support

all of our students, staff and families. This has included implementing a newly revised District Curriculum Accommodation Plan (DCAP), and strengthening our internal assessments and Tier I interventions (part of our Multi-Tiered System of Support - MTSS - framework).

Section 4: Technology and Digital Learning.

In our ongoing commitment to technological excellence and innovative learning, the Department of Technology & Digital Learning has undertaken a transformative year of strategic advancements. From refreshing technology at Florence Roche Elementary and upgrading educator laptops to strengthening cybersecurity and enhancing internet filtering, each initiative reinforces our dedication to a secure, resilient, and future-ready district.

Section 5: Human Resources

We are always seeking the best and brightest to join the Groton-Dunstable team. We feel fortunate to have recruited talented professionals who ensure that learners at all levels receive the supervision and support they need. While staffing challenges have grown in recent years, we remain confident that our strong academic environment and the opportunities we offer educators will continue to attract top talent. Human Resources has actively reached out to buildings, holding office hours monthly in each school building to strengthen the connections between staff in all buildings with central office personnel

Section 1: Curriculum, Instruction, and Assessment

Submitted by Marian Dyer, Assistant Superintendent



I am pleased to have joined the district in July 2025, coming from curriculum administration work in another nearby district. I continue to be impressed by the professionalism and dedication of staff across the district. This year we have many curriculum, instruction and assessment projects underway as well as professional development opportunities for staff, some of which are highlighted below.

2025 Highlights

- After a rigorous exploration and review, the district has adopted a new, research-based phonics curriculum. During the 2025-2026 school year, about half of classroom teachers in grades K-4 are our phonics pioneers. These teachers have received training from the 95 Percent Group, the program's publisher, and are the first to implement this curriculum with students. All other teachers will receive training and implement the program starting in 2026.
- On Tuesday, November 4, 2025, the district came together for a staff-led day of professional development sessions. Educators offered sessions focused on important areas of practice, including diverse learners, social-emotional learning, general pedagogy, and content-specific topics. Throughout the day, we learned about making the most of assessment data, using instructional technology, supporting multilingual learners, transitioning students with disabilities from one grade to the next, and bringing instruction outside, just to name a few. All told, more than 150 educators completed over 600 hours of professional development and learning!

- With the approval by the GDRSD School Committee of a formal process for curriculum review in the Spring of 2025, the district is working on ensuring there is a strong written curriculum in all courses that is aligned with state curriculum frameworks and student learning needs. We are identifying which curriculum areas are next for a thorough review and revision, ensuring we request and allocate resources for the curriculum efficiently. This curriculum review is also part of the district’s focus on making sure all students receive instruction that meets them where they are and offers accommodations for their particular learning needs.
- One of our District Improvement Goals is to cultivate a culture of belonging for all students. To that end, the district administrative team works with an external consulting organization to examine and revise our practices to ensure we have cultures in each of our schools that provide a sense of belonging for each student. This work has involved professional development with the administrative team and a close look at our practices, policies, and outcomes. The result will be an evidence-based guide to support our work in this area.

Section 2: Finance and Operations Department

Submitted by Sherry Kersey, Director of Finance and Operations



2025 Highlights

- The FY25 budget concluded with actual expenses and obligations being very close to the budget with very little surplus. Actual revenues exceeded expectations as final Chapter 70 funding was finalized after the school budget was approved.
- The Food Service program provided universal free breakfast and lunch for all students for the entire year.
- A permanent solution to addressing the Polyfluoroalkyl Substances (PFAS) detected in water sources at the High School has been developed. The Towns of Groton and Dunstable, along with the Town of Pepperell, have worked tirelessly to bring a plan to the taxpayers to provide town water to the high school and surrounding homes.
- Worked tirelessly and collaboratively with Town Manager in Groton, Town Administrator in Dunstable, Selectboards and Finance Committees to advocate for an affordable operating override to balance the FY 26 GDRSD school budgets. The voters in Groton voted down the initiative at the ballot box, which led to the reduction of operating expenses and at least 5 full time equivalents totaling \$875,259 for the 2025-2026 school year.
- Advocated for purchases and projects to be funded to accomplish capital plan goals.

The FY25 budget year closed favorably for the district, ending with a very small surplus of unspent funds of \$60,076 (less than 0.01% of budget) of our total \$48,318,085 budget. Revenues however exceeded budget by \$353,462 (0.7%) primarily due to additional state funding approved after the school district budget was approved. It includes Chapter 70, Regional Transportation Reimbursements and Charter School

Reimbursement. We also received more Medicaid receipts and earned more interest income than expected. These funds will help replenish Excess & Deficiency (E & D) funds that have been committed for the \$400,000 appropriation that was approved by the school committee and the towns to be used to balance the FY26 operating budget. Future budgeting strategy will lean toward restoring the balance of E & D to the level set as a goal by the school committee.

Since the summer of 2021, DESE has funded universal free breakfast and lunch for all students. This is great news for the families in our communities. As universal free lunch continues in the 2025-2026 school year, we will monitor performance and provide the support the program needs to continue to serve our students nutritious food options. The Federal funding portion of these programs is being closely monitored as threats to withhold funding have been initiated.

The Department of Environmental Protection notified the school district in January 2022 that during routine water testing at the High School, PFAS was detected at levels exceeding state guidelines. Staff, students, parents, surrounding home owners and Town officials were notified immediately. Water was (and continues to be) brought in for drinking and cooking. The school district continues to contract with Tighe & Bond to coordinate water testing, reporting and anything regarding DEP compliance. The school district is testing neighboring homes' water in the plume areas, providing drinking water delivery or filtration system installation according to DEP regulations and compliance reporting to DEP as required. Thanks to the voters, the Town of Groton is overseeing the project to tie the high school and private homes into the public water supply by December of 2025.

The school committee and administration worked with the town manager and town administrator from our member towns Select Boards and Advisory/Finance Committees to advocate for an operational override. There were many public forums where voters were invited to ask questions and understand the cuts that would be made if the question failed at the ballot box. Dunstable voters approved the operational override; unfortunately, Groton voters did not. The School Committee was tasked with reducing the proposed budget by \$875,259. The School Committee and Superintendent supported a budget that added back a 1.0 FTE Guidance position at the middle school as well as a 1.0 FTE nurse at the middle school. Conversely, they supported eliminating a 1.0 FTE Administrative Assistant at the Central Office and 1.0 FTE K-8 Math Curriculum Coordinator Administrative position. Additional eliminated positions in the student service department included 2.0 FTE Team Chairs, 3.0 FTE Special Education Teachers and 1.0 FTE BCBA. Salary savings from retiring staff to new hires helped to close the remaining gap between revenue and expenditures. The driving force for increasing the town assessments lies with our state funding, Chapter 70, being relatively stagnant for almost 20 years. The burden is being forced to the towns to support public education. 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 has allowed the district to continue to fund our capital plan and improve all school facilities. The district completed a number of important projects during 2025 including:

- Purchase a new Student Activity Van to reduce transportation costs
- Purchase a Baseball/Softball field groomer to improve the athletic fields
- Contract a window design engineer to look at projects at the High School and Middle School North.
- Student bathroom renovations at Middle School North.
- Support the technology refresh plan.

SECTION 3: STUDENT SERVICES

SUBMITTED BY JILL GREENE, DIRECTOR OF STUDENT SERVICES



2025 Highlights

- We maintained our focus on increasing the coordination of our Special Education, Behavioral Health, Social Emotional Learning, Equity and Inclusion efforts and the further development of our Multi-Tiered Systems of Support (MTSS) framework, in collaboration with the District's Curriculum, Instruction and Assessment efforts.
- To enhance our efforts, we began our multi-year participation in the Social Emotional Behavior (SEB) Academy to access professional development and consultation resources to further build and refine our MTSS systems.
- We continued our partnership with Care Solace, a platform which helps individuals find mental health care, substance misuse assistance, and behavioral health supports. Care Solace Companions connects individuals with community-based providers. The Care Solace navigation system taps into a vast database of verified mental healthcare resources. Care Solace is available in over 200 languages and is completely confidential and accessible.
- We have partnered with Walker Solutions to provide family/caregiver workshops and a variety of professional development opportunities for staff including Youth Mental Health First Aid (YMHFA) trainings, coaching and consultation.
- Previously awarded Massachusetts Department of Elementary and Secondary Education competitive SEL/Mental Health Grant funds continued to provide us with additional resources to support the collaboration of school based teams to integrate Calm Corners spaces in classrooms in all schools, use the DESSA as a screener for social and emotional competencies, and use Second Step, a social-emotional learning curriculum, preschool through grade 8. The DESSA screener and Second Step align in a way that helps teachers and counselors use the lessons to target identified areas for growth.

Special Education: The Groton-Dunstable Regional School District provides a constellation of support services for students with Individualized Education Programs (IEPs) throughout the district. In addition to the 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 more structured supports and services 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.

Special Education highlights:

- We continued our implementation effort to fully embrace the new Massachusetts IEP form. The new form and processes have been designed to assist Teams to more effectively address the needs of students eligible for special education services. The revised form focuses attention on gathering more complete information about student's strengths, challenges, and individualized goals to develop a more personalized education program. Key advantages of the new form include:
 - Enhanced Collaboration: The form promotes better communication and collaboration between members of each student's IEP team.
 - Increased Clarity and Consistency: The form is designed to ensure clarity and consistency in the IEP process and in the implementation of state and federal requirements. This consistency will facilitate smoother transitions between grade levels. The new form is also designed to more explicitly outline and document planning for a student's transition to post-high school life.
 - More Comprehensive Documentation: The new IEP form offers a more detailed framework for documenting student progress, accommodations, specially designed instruction and services.

- To support our efforts for using the new IEP form and processes, we continued with our ongoing professional development series for special educators on data based decision making and IEP development.
- Expanded our professional development to include a focus on data collection and data based instructional decision making, specialized instructional practices, the use of a wider variety of assessment and instructional materials district wide, and promoting student independence and academic engagement with Assistive Technology.

- Expanded our professional development to include a focus on data collection and data based instructional decision making, specialized instructional practices, the use of a wider variety of assessment and instructional materials district wide, and promoting student independence and academic engagement with Assistive Technology.
- Focused our programming efforts based on the guiding principle of “promoting student independence” for meaningful outcomes.
- Moved all of our Extended School Year summer programming (ESY) to the new Florence Roche elementary school for summer 2025 providing students and staff with a state of the art instructional facility and air conditioning to promote a productive teaching and learning environment for all attendees.
- Focused our programming efforts based on the guiding principle of “promoting student independence” for meaningful outcomes.

SECTION 4: TECHNOLOGY & DIGITAL LEARNING DEPARTMENT

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



2025 Highlights

The Department of Technology & Digital Learning advanced several initiatives to modernize instructional technology, strengthen digital equity, improve student focus through intentional policy, and safeguard the digital environment for staff and students. All of these efforts work together to enhance teaching and learning, ensure equitable access to technology tools, and establish the conditions necessary for a high-quality education.

We are completing a multi-year modernization of classroom technology, replacing outdated projectors with interactive teaching panels. Following earlier installations at the elementary level, our most recent phases deployed units at Middle School North, the Marion Stoddart Building, and the Boutwell Early Childhood Center. With more than 150 interactive panels available in academic locations, the district has significantly expanded its capacity to support universal design for learning principles and provide faculty with modern instructional tools.

In addition to keeping instructional classroom equipment up to date, we also distributed approximately 50 touchscreen laptops to educators. The continued support of our life-cycle replacement plan promotes the best possible environment for staff and students to be successful. With new equipment, our department provided extensive professional learning, including a paid summer workshop that prepared a cohort of TouchView Ambassadors to support their colleagues, as well as several professional development opportunities throughout the year. As always, our Help Desk ticketing system remains suited to support staff around their busy academic schedules.

As we discuss screen time with staff and the community at large alongside off-task behaviors, we continue to support balanced technology access strategies. At the Groton-Dunstable Regional High School, the 1:1 Chromebook program is now in its first full year, providing all students with a district-issued Chromebook that supports equitable access to digital resources and strengthens proficiency with Google Workspace tools. In conjunction with the 1:1 improvements, the high school is in its second year of a no-smartphone policy during the academic day. This initiative is designed to reduce distractions, promote stronger in-person engagement, and reinforce a learning environment focused on academics and well-being. It also aligns with a growing national conversation about the role of smartphones in schools and positions the district ahead of the statewide requirement that will take effect in 2026. Consistent application of our “off and away” policy remains a critical factor in sustaining its benefits.

Professional learning remains a core priority, particularly in the area of artificial intelligence. Many of our outstanding GD educators completed the Massachusetts Department of Elementary and Secondary Education’s AI Literacy training and earned professional development points toward their

license renewal. The AI training is structured to build a foundational understanding, address ethical considerations, and help educators assess the advantages and limitations of AI in educational contexts. The Department of Technology & Digital Learning team has supplemented this work with introductory sessions on emerging AI tools and software, including Google’s AI-supported note-taking and research tool Notebook LM, among others. The emphasis is on helping staff make informed, responsible decisions that ensure the best possible academic environment.

As we all know, security does not take vacations. Our cybersecurity posture and data protection remain essential. The district employs a multi-layered security posture for advanced email threat detection and comprehensive endpoint protection, enabling the identification and remediation of potential risks. Device and cloud-based filtering systems contribute to a safe learning environment, supported by standard best practices such as regular software patching, Multi-Factor Authentication, and strong password management. As the district prepares for upcoming changes and advancements in data security, we will continue to adopt and integrate educational software and technology resources through the Student Data Privacy Consortium (SDPC) to reinforce our data governance and privacy practices.

SECTION 5: HUMAN RESOURCES



Submitted by Justin Williams, Director of Human Resources

2025 Highlights

- Thirteen (13) district employees retired.
- Provided wellness opportunities for staff throughout the year.
- Recognized staff for their accomplishments and longevity.
- Continue to explore new avenues to attract talented diverse staff to fill the District's vacancies.

In 2025, the Human Resources Department continued to support and strengthen the Groton-Dunstable Regional School District by prioritizing staff wellness, recognition, and the recruitment of exceptional educators.

Throughout the year, HR offered a variety of wellness opportunities, including on-site flu clinics and weekly spring wellness sessions such as yoga and Zumba, complemented by virtual evening programs to support staff flexibility. The department also expanded its accessibility by introducing weekly “HR Office Hours” in each building, bringing services directly to staff where they work.

This year, the District welcomed numerous highly qualified and talented new staff members across all levels as we worked to fill vacancies created by career changes and retirements. We proudly recognized the accomplishments and longevity of our team, including the retirement of thirteen (13) dedicated employees—many of whom served the District for more than 20 years, with several surpassing 30 years of service.

HR continues to explore innovative strategies to recruit and retain diverse, talented educators and staff, reinforcing our commitment to making Groton-Dunstable a destination district for top professionals in the field.

Section 6: Extended Day and Community Services

Submitted by Megan Mastroianni, Director



2025 Highlights

- Proudly presented school musical productions of Shrek Jr and The Wizard of Oz Jr. by middle school and Swallow Union students.
- Expanded the Wachusett Ski Mountain Ski & Snowboard Club for middle and high school students.
- Continued collaboration with Groton Senior Center offering weekly walking and pickleball programs.
- Hosted a variety of evening and daytime trainings, meetings and community engagement events at the Peter Twomey Youth Center

The Extended Day Program continues to see an increase in registrations with over 320 students attending all of the site locations this year. This growth has necessitated the before and after-school program to continue the use of new locations and expansions in order to support and provide care for all families in need. In addition to February and April vacation weeks, the Extended Day Program offered PTYC Summer Camp, multiple sessions of Playing with Heart Athletics Camp as well as a variety of other summer offerings.

Community Education continues to offer residents in our area fun and informative classes. We proudly presented 134 middle school students in the fall production of Shrek Jr. and 45 Swallow Union 4th graders in the spring production of Wizard of Oz Jr. We continued to grow our partnership with the Groton Senior Center by offering free pickle ball and walking programs for seniors and our community throughout the week. In addition to these productions and partnerships, we also offered several new classes for middle school and elementary students including Crafts that Care, a variety of Mixed Media Clubs, Debate Club, Karate, Creative Clay Workshop, Chess Club and Kids Test Kitchen. These along with old favorites like Dungeons and Dragons club, Flag Football, Ski Club, and Summer Strength and Conditioning, help give our students in grades K through 12 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 webpage for updates, course offerings and to share your interests and ideas!



SECTION 7: GROTON-DUNSTABLE REGIONAL HIGH SCHOOL

Submitted by Rick Arena, Principal

2025 Highlights

- With a new administrative team including our new AP Mr. Sean Kiley, many new hires, and renewed focus on Belonging, our culture has changed significantly to impact students and staff. Working collaboratively with all members of the school community, we have experienced a significant drop in student failures and tardies. Student attendance is on the rise and we have had the fewest discipline referrals in many years. Our teacher attendance has improved by 50% over the same 3 month period last year and the number of students participating in all our school events has drastically improved. With some great additions to our staff, this trend of collaboration will continue to grow.
- Our Unified Teams and Best Buddy Program are not just something we do, they represent who we are. From pep rallies, to games to “selection events”, our students come out in droves to support these and other culture building programs.
- 95.5% of our Graduating Seniors went on to a post-secondary academic opportunity. 88% of the class of 2025 went to a four year college/university, 7.5% to a two-year college/university, 0.5% went on to a trade school and 4% went on to employment.
- As MCAS is no longer a requisite to graduation, we have finalized our Competency Determination. This reflects our Vision of a Learner/Graduate and the spirit of the former statewide assessment. It enables students many pathways to earn a GD Diploma. This will guide our work as we continue to assess our course offerings and programming during the scheduling season.
- We had 326 Advanced Placement (AP) Tests taken. 85% of the tests taken earned a three or better, which is the standard to receive college credit. 25% scored a 5 which is the highest score possible.
- GD has continued to be creative in allowing our athletic teams to compete and in some cases continue. By allowing 8th graders to participate and establishing cooperative teams, more students are able to participate in sports at various developmental levels. Athletic Director Matthew Ricard has done an outstanding job leading all our student-athletes and coaches to ensure GDRHS is well-represented on and off the fields of competition.
- Anyone who spends some time on campus after the bell will notice the ever growing student presence. They represent members of teams, clubs and organizations who participate in many of our co-curricular offerings. This is a sign of a thriving school culture and one of the most important indicators of future success. From DECA to sport teams, Robotomies to the Cards for Care Club, and A Midsummer Night's Dream cast and crew to the performing and visual arts clubs, our programs represent robust and ever growing opportunities for all students. We do not let our day end at 2!

Section 8: Groton-Dunstable Regional Middle School

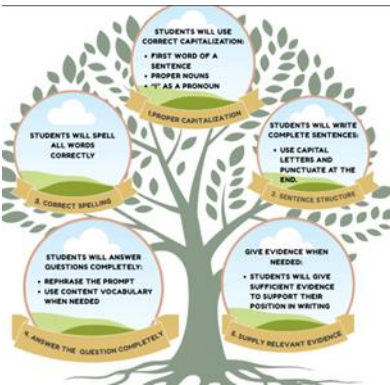


Submitted by Wendy Salvatore, Principal

First, I could not do the work we do here at the Middle School without the help of my 2 assistant principals, Mr. Day, 5th & 6th grade, Mr. Fleming 7th & 8th grade and all of our amazing teachers, paras and support staff. It is because of all of these people that the Middle School has the success that it does.

2025 Highlights

At the beginning of this school year our Middle School Art teacher Andrea Wilson worked with administration to create a Student Council. Our Student Council consists of an Eboard made up of 8th grade students and building reps who are grades 6&8. We went with the upper classmen from each building to give our 5th and 7th grade students something to look forward to. Thus far we have students doing our pledge of allegiance, we are announcing daily birthdays and our council is working on spirit ideas and events. It is our hope that with a student council in place our student body will experience a greater sense of belonging.



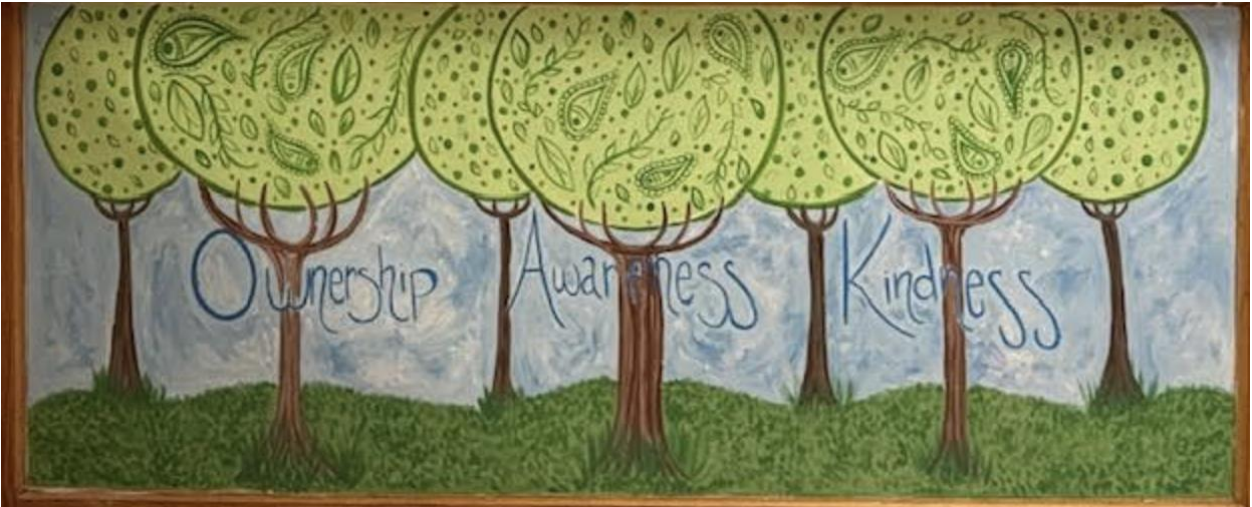
Writing Norms

Last year the Middle School embarked on creating writing norms across all classes. These were norms that we felt like we could all get behind and hold our students accountable for. We spent time in staff meetings reviewing what our students learn about writing in the elementary schools and then creating these 5 norms that would be our non-negotiables going into the 25-26 school year. All teachers have these posters posted in their classrooms and refer to them regularly when asking students to perform a written piece of work.

Our Middle School Core Values

- **Ownership**, Own your space, Own your learning, Own your behavior.
- **Awareness**, Be aware of yourself and others, Be aware of your surroundings, and Be aware of your impact.
- **Kindness**, Be kind to yourself, Be kind to others, and Be kind to your surroundings.

We continue to go strong with our Core Values at the Middle school and will continue the much anticipated OAK awards every quarter. These awards stemmed from information we gained from the culture and climate survey. A piece of the survey showed us that our students felt like students who misbehaved got more attention than others. In an effort to address this concern each team is choosing two students to earn an OAK award. These students are the definition of what it means to take ownership of your education, be aware of yourself and others and who are kind to themselves and their peers.



We have started to create some great traditions since my tenure here in the fall of 2021. We have a fall pep rally in each building which started this fall, seasonal door decorating, Advisory competitions, dances, socials and much more. Middle school is a buzz of energy and we couldn't be more proud.

Field Trips and Assemblies

We continue to bring speakers and assemblies to our student body.

Robin Hu, gave our 5th grade students a spinning demonstration with her Drop Spindles and her weaving wheel.

Rob Surette [Amazing Hero Art](#) open to the entire school

Odds Botkin <https://www.oddsbodkin.net> grades 5&6

Diana Renn [Diana Renn](#) Grade 5

Grade 8 is in the process of planning *The Outsiders* musical live in Boston, connecting directly to our current ELA unit on S. E. Hinton's novel. By watching the Tony award-winning Broadway stage adaptation, students will explore how themes, characters, and conflicts are conveyed through performance rather than text.

We will do another grade 8 DC trip and our 7th grade teachers are looking forward to going Camp Massapoag, part of the Lowell YMCA.

Thank you to our teachers for setting these up and to the MS PTO and Groton Trust for helping us with funding.

Section 9: Florence Roche Elementary School



SUBMITTED BY BRIAN O'DONOGHUE, PRINCIPAL

2025 Highlights

- Moved into a brand new, state of the art Florence Roche School building
- Established a new school community including the former Florence Roche School building's students and staff joining together with approximately 100 students and 23 staff members from Swallow Union.
- The 95 Core Phonics program was selected through the curriculum review process with the plan of pioneering it in 12 classrooms during the 2025-2026 school year.

It was a very exciting year for all of us at Florence Roche. The highly anticipated move into our brand new building went smoothly. The moving company completed the move of supplies from the old building into our new space in just one day. As soon as the school year ended, staff had everything packed and ready to go. Additionally, the supplies for the transferring Swallow Union staff were moved into our new space successfully.

The school year was full of "firsts" as we all, students and staff, acclimated to our new space. We welcomed 615 students and more than 100 staff members into this inaugural year in our new school. Some highlights of this first year included getting the entire school community together for all school meetings in the gym. Students were so excited to play on a brand new playground when it opened in November and the field that was available to us in June. Every day, students and staff appreciated the state of the art teaching tools including touchscreen panels and sound amplification systems in all learning spaces.

Our spring of 2025 MCAS results showed growth in ELA and math achievement at both the 3rd and 4th grade levels. 61% of our 3rd graders are meeting or exceeding expectations in ELA while 64% of 3rd graders are meeting or exceeding expectations in math. In 4th grade, 54% of our students are meeting or exceeding expectations in ELA and 62% of 4th graders are meeting or exceeding expectations in math. Throughout the year, we continued to use the DIBELS and IXL benchmark assessments to measure progress and growth in literacy and math respectively. The math and literacy specialists supported ongoing student progress through targeted instruction at the Tier II level for any student identified as needing additional support.

We continued with our focus on social and emotional learning with the full adoption of the DESSA screener in all classrooms. This social and emotional competency screener was completed by teachers 3x over the year to track progress on students' social skill development. Second Step, our social and emotional curriculum, aligns with the DESSA screener and provides teachers with lessons aimed at developing our students' social skills and emotional regulation strategies.

There were many things to celebrate as we navigated through our first year together in a beautiful new building. One of the greatest successes in this first year was how seamlessly the Florence Roche and Swallow Union students and staff came together to create a new school community. We are excited to continue to grow as a school community.

Section 10: Swallow Union Elementary School

Submitted by Jill Jarvis, Principal



2025 Highlights

Swallow Union Elementary was classified as “Not Requiring Assistance or Intervention” by DESE, meaning the school continues to meet or exceed state accountability targets. In 2025, the school achieved an overall accountability percentile of 91% and met improvement targets through combined achievement and growth indicators, reflecting sustained academic performance across assessments. In Math, achievement scores remained strong, with the school exceeding the state target in Mathematics Achievement, earning the highest performance points possible in this category. English Language Arts growth placed the average student in the typical high growth range, indicating strong year-to-year progress.

This year marked an important milestone for the future of Swallow Union. With the conclusion of the Operational Audit and the joint agreement between Groton and Dunstable that Swallow Union will remain a vital part of our district’s long-term plan, we are moving confidently into the next phase of caring for and enhancing our school facility. Capital planning efforts are underway to repair, restore, and modernize our learning spaces. Through recent grant funding, Swallow Union secured support for an elevator installation and a full HVAC replacement in the gymnasium, with project work scheduled to begin in 2026.

In addition, the Massachusetts School Building Authority (MSBA) has officially invited Swallow Union into its Accelerated Repair Program as a School of Interest (SOI), focusing on essential roof repairs. We are working diligently with the state as we enter the next phase of this process, a formal feasibility study, to determine the best and most cost-effective path forward. In anticipation of this work, we look forward to the formation of a Building Committee, which will partner closely with the town and community members to prioritize needs and guide the planning ahead.

We are also pleased to share that the Dunstable Community Preservation Committee has approved funding for an outdoor shaded classroom space to be installed in spring/summer 2026. This addition will not only enhance our instructional environment, offering students an engaging outdoor learning setting, but will also benefit the greater community by improving the shared playground and baseball field area.

Swallow Union remains a place where students are known, supported, and challenged. Our staff continues to model resilience, collaboration, and dedication, ensuring that every child feels a strong sense of belonging in their classroom, school, and community. As we look toward the year ahead, we remain deeply grateful for the ongoing partnership of our families, towns, and district leaders who help make our success possible.

Section 11: Boutwell Early Childhood Center

Submitted by Maggie Richardson, Director of Boutwell Early Childhood Center



2025 Highlights

Over the past year, Boutwell has continued to grow. In an effort to meet children’s needs, we offered an extended morning classroom. This cohort has a focus on social/emotional learning through additional opportunities offered with the extended time.

As an integrated preschool, our greatest focus continues to be on refining processes and procedures for the new Massachusetts IEP form, through training, feedback, and other professional development opportunities.

We are excited to launch a trial of a new literacy curriculum which offers children to experience exciting thematic units with a literacy focus. This curriculum provides direct instruction combined with hands-on play activities, music, and books.

We are continuing to expand our library by building up our inventory and focusing on cataloging all of our new books into one system that all staff can use. With a focus on “Windows, Mirrors, and Doors,” we plan on purchasing additional books in the upcoming year and partnering with the local library.

Another area of focus has been our partnership with the PTA, in an effort to connect more with Boutwell families. In addition to our “Welcome Back Event,” the PTA also held a story book walk event and food drive, and a winter clothing drive to help Boutwell families as well as the local community.

We continue to refresh our spaces at Boutwell by slowly replacing all older furniture and toys within the classrooms, with a focus on inclusivity and accessibility inside the school as well as on the playground. We have also started the process of updating our playground equipment, with an eye of creating an accessible, inclusive community playground for all children.

Finally, the work that we do every day can not be done without our compassionate, skilled, and dedicated staff. This includes our teachers, paraeducators, BCBA, our nurse, therapists, and secretary who work tirelessly each day for our students.



Report Prepared by:

Dr. Geoff Bruno, *Superintendent of Schools*

Marian A. Dyer, *Assistant Superintendent of Schools*

Sherry Kersey, *Director of Finance and Operations*

Jill Greene, *Director of Student Services*

Dr. Luke Callahan, *Director of Technology & Digital Learning*

Megan Mastroianni, *Director of Extended Day and Community Services*

Justin Williams, *Director of Human Resources*

Richard Arena, *Principal, Groton-Dunstable Regional High School*

Wendy Salvatore, *Principal, Groton-Dunstable Regional Middle School*

Brian O'Donoghue, *Principal, Florence-Roche Elementary School*

Jill Jarvis, *Principal, Swallow Union Elementary School*

Maggie Ross Richardson, *Director, Boutwell Early Childhood Center*

NASHOBA VALLEY TECHNICAL HIGH SCHOOL

100 Littleton Road, Westford, MA 01886

Phone: (978) 692-4711

Superintendent: Denise Pigeon, Ed.D.

Principal: Jeremy Slotnick

About NVTHS

A cornerstone of the community for over half a century, Nashoba Valley Technical High School (NVTHS) is a four-year public regional technical high school serving students from Ayer, Chelmsford, Groton, Littleton, Pepperell, Shirley, Townsend, and Westford.

2025 NVTHS School Committee & Membership

This year, our 13-member School Committee, which governs NVTHS, included appointed representatives from our eight member districts. *Groton's representatives were Robert Flynn and additionally John Ellenberger as an alternate. Groton was also represented with two students, Isabella Iovino and Riley Olson, who were appointed to be Student Representatives to the School Committee.*

Mission and Vision:

Nashoba Valley Technical High School (NVTHS) is dedicated to providing top-tier academic and technical education, preparing students for successful college and career paths in a dynamic technological landscape. The school fosters a safe, inclusive environment that encourages a diverse student population to become engaged and productive community members. NVTHS aims to develop well-rounded individuals who are Respectful, Responsible, Resilient, Resourceful, and Ready for their future.

Key Highlights at NVTHS in 2025:

- **Strong Enrollment:** The continued growth of Nashoba Valley Technical High School's enrollment demonstrates a strong interest in career and technical education. During the 2024-2025 school year, NVTHS enrolled 764 district students. ***Enrollment from Groton was 46 students.*** Groton as of October of 2024 (school year 2024-2025) was 6.02% of our total district enrollment. Over the past several years NVTHS has experienced an upward trend in district enrollment reflecting the increasing demand for skilled trade professions and NVTHS's reputation as a leading provider of high-quality career and technical education.
- **Facility Expansion:** A new 7,000-square-foot addition to the NVTHS facility opened in the fall of 2024. This state-of-the-art instructional space, funded by a \$3.75 million Commonwealth of Massachusetts grant, houses the Programming and Web Development, Engineering, and Robotics technical programs.

- **Technical Program Enhancements:** Expansion of instructional space for the fastest-growing technical programs, Electrical Technology and Veterinary Science, began this year, supported by a \$2.5 million Commonwealth of Massachusetts grant. The Cosmetology program rebuild was completed and opened in the spring of 2025. This renovated program includes a new salon open to the public.
- **Community Engagement:** NVTHS students actively participate in community service projects, providing valuable services to district towns and gaining real-world experience. In 2025, projects ranged from building sheds for local recreation departments to participating in the construction of a new home in the Town of Ayer through Habitat for Humanity.

Chapter 74 Technical Programs:

NVTHS offers a diverse range of 18 immersive career and technical programs across three clusters, providing students with ample opportunities to explore their passions and develop in-demand skills:

- **Construction & Transportation (47% of student body):** This popular cluster provides hands-on training in fields such as Automotive Collision Repair, Automotive Technology, Carpentry, Electrical Technology, and Plumbing Technology.
- **Health & Services (31% of student body):** Students interested in helping others can explore programs like Cosmetology, Culinary Arts, Hospitality Management, Marketing, Early Childhood Education, Health Assisting, Dental Assisting, and Veterinary Assisting.
- **Arts & Technology (22% of student body):** This cluster caters to creative and tech-savvy students with programs like Programming and Web Development, Television and Media Production, Design and Visual Communications, Advanced Manufacturing, Engineering Technology, Robotics, and Biotechnology.

This diverse program offering ensures that students with a wide array of interests can find a pathway that aligns with their talents and career aspirations. NVTHS is committed to providing students with the skills and knowledge necessary to thrive in the 21st-century workforce.

Academic Excellence and Early College Opportunities

Nashoba Valley Technical High School provides a comprehensive academic foundation alongside its renowned career and technical programs. Students can pursue a variety of academic pathways, including:

- **Advanced Placement (AP), Honors, and College Preparatory Courses:** NVTHS offers rigorous coursework in all core academic subjects, allowing students to challenge themselves and prepare for higher education.
- **Early College Program:** In partnership with Middlesex Community College, this program provides a unique opportunity for students to earn college credits while still in high school. Many NVTHS students graduate with both a high school diploma and credits towards an associate's degree, gaining a significant head start on their college careers.

Beyond core academics, NVTHS offers a well-rounded education with electives in foreign language, music, and more. These courses are available to interested students throughout their four years at NVTHS, fostering personal growth and exploration.

Extracurricular Activities:

NVTHS continues to offer a wide range of extracurricular activities, including a comprehensive athletic program with varsity teams in various sports. Students can also participate in numerous clubs, such as Student Council, National Honor Society, SkillsUSA, and many special interest groups.

NVTHS: A Resource for Lifelong Learning

NVTHS is a lifelong learning resource, extending its career and technical education beyond its high school program. Through the state's Career and Technical Initiative (CTI), NVTHS offers evening and weekend adult workforce training, allowing adults to retrain for in-demand jobs (e.g., electrical, plumbing, advanced manufacturing, and automotive collision repair), upskill for career advancement, or explore new career paths. These programs strengthen individuals and the regional economy by helping adults adapt to evolving workforce demands and achieve their career goals.

Looking Ahead:

NVTHS remains committed to adapting to the evolving needs of the workforce and providing students with the skills and knowledge necessary for future success. The school will continue to invest in facilities, expand program offerings, and foster strong community partnerships to ensure that students are well-prepared for their future endeavors.

GROTON PUBLIC LIBRARY

Vanessa Abraham, Director

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

A Year of Growth & Connection

2025 was another busy and rewarding year at the Groton Public Library (GPL). Our community showed up in record numbers—onsite, online, and out in the community—as we continued to strengthen the services, programs, collections, and spaces residents rely on every day. Even while navigating a major carpeting project and several staffing transitions, GPL remained the welcoming community hub Groton depends on.

Record-Breaking Community Engagement

Our statistics show that Groton residents are using the library more than ever before.

- **Historical Attendance:** We hosted 1,293 programs attended by 20,809 people. When including our take-home activity kits and recorded programs, total engagement rose to 32,582, a 20% increase over last year.
- **A Landmark February:** February marked the first time in GPL history that over 2,000 adults attended library programs in a single month! Then our Adult Program Coordinator repeated this impressive feat in March, October, and November.
- **Extended Program Access:** Views of our recorded programs exploded by 93%, reaching 11,753 views in 2025.

Adult Enrichment

We offered 672 adult programs with almost 8,000 people participating live while nearly 12,000 joined via online recording. Lifelong learning continued to thrive with strong turnouts for music history, author talks, hands-on arts workshops, and community conversations. The library also piloted a Shakespeare Table Read and relaunched language groups—French returned in the fall with German and Italian beginning in early 2026. The community-driven *The Anxious Generation* parent discussion group and a Grief & Loss peer group demonstrate just a few of the ways GPL responded to the needs of residents in 2025.

Engaging Teens

Teen attendance reached 4,132 (11% increase over 2024). Our responsive and encouraging Teen Librarian helps pull it all together, supporting teens as they run their own popular clubs for Baking, Dungeons & Dragons, and 3D Printing. The after-school “Llama Lounge” on middle-school half-days remains a major draw, routinely bringing in over 100 tweens and teens.

Inspiring Children & Families

The Children’s Room offered nearly 400 programs with 8,710 attendees. Highlights included GPL’s first March Book Madness (with Dav Pilkey’s *Dog Man* taking the top spot), expanded mid-day preschool programs, a refreshed 1,000 Books Before Kindergarten, and a strong Summer Reading Program with more than 500 participants. Outreach to local schools—including first-grade tours and classroom visits—helped set families up for a great summer of reading.

Our Children’s Department has been incredibly busy promoting literacy and fostering community connections. The team offered nearly **400 children’s programs** attended by **8,710 young residents** and their families. Highlights included our **first March Book Madness**, refreshed 1,000 Books Before Kindergarten, expanded mid-day preschool programming, and a successful Summer Reading Program with over 500 children signed up.

By the Numbers: Core Services

While we celebrate special events, our daily services remain our backbone:

Total Visits: 93,431

Physical Checkouts: 157,993

Digital Checkouts (Libby, Hoopla, etc.): **49,294**

Streamed Songs (Freegal): **17,932**

Reference Transactions: 26% Increase

Public Meeting Room & Study Rooms: 1,971 uses (with many more as drop-in)

Museum Passes Provided: 820

Personalized Help: In an increasingly digital world, human connection means more than ever. "Readers Advisory"—helping patrons find their next great read—surged by 74% across the library this year.

Accessibility & Safety: A Smoother Path

Maintaining a 125/25-year-old building requires constant attention to detail and accessibility.

- **The "Bump-Free" Project:** We completed a major carpeting project in the Children’s Room, lobby, and main meeting rooms. Crucially, we removed several "speed bumps" (transition strips) to ensure a smooth path for strollers, walkers, and wheelchairs.
- **Modern Amenities:** We replaced 1999-era water fountains with combo filtered bottle-filling stations and formally transitioned all restrooms to be non-gender specific to ensure all guests feel welcome.
- **Safety Upgrades:** We finalized upgrades to our building security systems and added new protections for the facility and staff.

Community Roots & Partnerships

The library is a community hub, and we are proud of our robust collaborations with the Groton Senior Center, Loaves & Fishes, GrotonFest, and local schools. This year’s Groton Reads featured *Finding Margaret Fuller* by Allison Pataki, which became our most checked-out title of the year.

Our Team & Milestones

The heart of the library is its people. In 2025, we bid our maintenance custodian of 26 years, Debbie Ladue, a heartfelt happy retirement. Her contribution was so significant that the Select Board declared November 2 as “Debbie Ladue Day.”

Foundation of Support

The Town provides our essentials—personnel, utilities, technology. Upon this foundation, the **GPL Endowment Trust** and the **Town’s Lecture Fund** make it possible to provide our robust programming and special enhancements entirely for free. Thank you for supporting the Groton Public Library and making it your own.

Respectfully submitted,

Vanessa Abraham, Library Director

Library Board of Trustees: David Zeiler (Chair), Mark Gerath (Vice-Chair), Jennifer Petersen (Clerk), Helena Fruscio Altman, Heidi Reichert-Robes, Kristen von Campe.



PARK COMMISSION

Laura Fischer, Park Administrator

Meetings 2nd and 4th Monday of the Month, Town Hall, 173 Main Street

(978) 732-1893 parks@grotonma.gov

The Park Commission, one of the elected bodies of Groton's town government responsible for overseeing the development and management of the town's parks, playgrounds, and playing fields, respectfully submits this Annual Report for 2025.

We also extend our appreciation to Brendan Mahoney and Brian Edmonds for their dedicated service on the Commission during the past year. Our thanks as well to Administrative Assistant Laura Fisher and to Brian Callahan, Director of the DPW, for their continued support of our work.

With the support of Community Preservation Act (CPA) funds, the Park Commission completed two major projects this year.

- Cutler Field in West Groton underwent significant renovation to enhance its softball facilities.
- Town Field in the center of Groton was fully reconstructed, including the installation of new dugouts for baseball.

In addition, the Commission partnered with Nashoba Valley Technical High School to construct a new storage shed at Cutler Field. We are grateful to the students and faculty whose efforts brought this project to completion this fall.

As we entered Fiscal Year 2026, the Commission established three major goals for 2025–2026:

1. Develop a comprehensive plan for the Cow Pond Improvement Project with active participation from both the Commission and the public.
2. Create a standardized permitting process for the use of Parks properties.
3. Conduct a needs assessment of all park and common areas for 2025–2026.

Commissioners organized into working groups and subcommittees to research each of these goals and are actively engaged in preparing proposals for community consideration.

We extend our gratitude to the many residents who use our park properties with care and respect, as well as to the various user groups who invest time and resources in maintaining the playing fields. Our parks are a vital community asset that enriches the quality of life in Groton, and we are honored to serve as stewards of these public lands.

Respectfully submitted

Chair: Mary Jennings

Vice Chair: Anna Eliot

Secretary: Mark Presti

CPC Representative: Rob Foley

Member: Jeff Ohringer

PLANNING BOARD

Takashi Tada, Land Use Director/Town Planner

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

Meeting Every Other Thursday @ 7:00pm

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 Bylaw amendments must be adopted by a majority vote of Town Meeting. The Subdivision Regulations, Site Plan Review Regulations, Shared Driveway Regulations, Scenic Roads Regulations, and Town Center Overlay District Design Guidelines were adopted or revised by majority votes of the Planning Board after duly advertised public hearings. The Zoning Bylaw, Subdivision Regulations, Zoning Map, Town Center Overlay District Map, and Water Resource Protection District Map are available on the Town's website.

During 2025, the Planning Board received 30 applications as follows:

Approval Not Required (ANR) Plan	8
Site Plan Review	8
Site Plan Review – Detached Accessory Dwelling Unit (ADU)	4
Definitive Subdivision Plan	2
Special Permit	7
Scenic Roads – Public Shade Tree Removal	1

The Planning Board held 20 regular public meetings and 2 special meetings in 2025. Pursuant to the Open Meeting Law as revised during the COVID-19 pandemic, 8 of the meetings were held remotely on Zoom. All meetings were broadcast on the Groton Channel and recorded for on-demand viewing.

The Planning Board completed an update of the Master Plan in 2025. Voters in the 2025 Spring Town Meeting adopted three zoning bylaw amendments pertaining to MBTA Communities Multi-Family Developments, Accessory Dwelling Units (ADU), and the Floodplain Overlay District.

The Planning Board wishes to thank Scott Wilson for his many years of dedicated service. Mr. Wilson resigned after 23 years and many outstanding contributions to planning and zoning in Groton.

The Planning Board was pleased to welcome a new member, Matthew Killam, in May 2025.

Members of the Planning Board appreciate the support and guidance provided by Town Departments and staff throughout the year, especially the public safety officials, the DPW, the Building Commissioner, the Stormwater Inspector, the IT Department, the Groton Channel, and the Town Manager.

Respectfully submitted,

Lorayne Black, Chair
Phil Francisco, Clerk
David Bonnett, Member
Matthew Killam, Member

Paul Hathaway, Vice Chair
George Barringer, Member
Russell Burke, Member
Takashi Tada, Town Planner

SEWER COMMISSION

Lauren Croy, Business Manager

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

Meeting 1st & 3rd Wednesday 3:00pm

The Sewer Commission is pleased to make the following report for the calendar year ending December 31, 2025 to the sewer rate payers and the citizens of the Town of Groton.

In 2025, the Groton Sewer Commission finalized the Inter-municipal Agreement (IMA) with the Pepperell DPW. The new IMA benefits the Town of Groton with new structured billing and includes more services to the Town of Groton. The Pepperell DPW has also taken on the task of investigating sewer inflow and infiltration (I&I) and continues to help reduce I&I in the Town of Groton. Overall, the new IMA is working well.

In CY2025, the Commission held several public hearings for new sewer connections, change of use applications and sewer district expansion requests in the Center Sewer District including UMass Memorial Healthcare's proposal for a new satellite emergency facility at 490 Main Street.

The last year of the Boston Road and Old Ayer Road sewer betterments will be in FY27.

Improvements to the Nod Road Pump Station were completed in CY2025. The Sewer commission now receives accurate flows from the Groton's Central District to the Pepperell Treatment Plant. Site improvements included new flow meter and bypass, new fencing, grading improvement and an extension of the driveway for better access.

2021	45,796,143 gallons or 125,373 gpd
2022	41,381,011 gallons or 113,373 gpd
2023	57,800,000 gallons or 158,356 gpd ESTIMATED
2024	(Flow meter out of service)
2025	44,020,013 gallons or 120,603 gpd

The Commission continues management of the Four Corners Sewer District. This is a separate sewer district servicing the Four Corners business district and a few residences. This sewage is discharged to and treated by the Town of Ayer under a separate Inter-municipal agreement.

Groton Four Corners Sewer District wastewater is treated at the Ayer Wastewater Treatment Plant:

2021	2,160,972 gallons or 5,920 gpd
2022	2,643,432 gallons or 7,242 gpd
2023	2,543,948 gallons or 6,969 gpd
2024	2,431,000 gallons or 6,660 gpd
2025	2,262,700 gallons or 6,200 gpd

This year Mr. Orcutt retired. We would like to thank him for his invaluable work with the BOSC over the years. We also would like to take this time to welcome Mr. Budrys to the BOSC as the new Clerk and we look forward to working with him.

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

Eric A. Berg, Vice-Chairman

Darius A. Budrys, Clerk

TOWN CLERK

Dawn Dunbar, Town Clerk

Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm
(978) 448-1100 Fax: (978) 448-2030

2025 was a year of transition for the Town Clerk's Office. Dawn Dunbar (Town Clerk, 2022-2025) left the office to pursue a new opportunity in a nearby community in August, and Grace Bannasch arrived as the new Town Clerk in September of 2025.

The Town held 1 Election in 2025, the Annual Town Election on May 20 2025. 32.5% of registered Groton voters participated in the May 20th Town Election, with 10.24% casting a ballot by mail. The Town held 3 Town Meetings in 2025, the Spring Town Meeting on April 26 2025, a Special Town Meeting on June 23 2025, and the Fall Town Meeting on October 18 2025. Election results and Town Meeting minutes can be found in the Appendix of the Annual Report.

As of December 31 2025, there were 9,064 people registered to vote in the Town of Groton, out of 10,733 total residents.

Over the course of 2025, the Town Clerk Office:

- Issued 90 Business Certificates, including 37 new certificates and 53 renewals.
- Performed 390 notarial services.
- Qualified 57 notaries public.
- Responded to 48 public records requests
- Registered 101 births, 82 deaths, and 55 marriages in town.
- Registered approximately 1,207 dogs.

The Town Clerk Office navigated many twists and turns in 2025, including a change in leadership, a major charter update, and the unexpected demise of our Dog Tag database system. The staff in this office rose to each occasion, capably and compassionately. I would especially like to thank Assistant Town Clerks Nancy Pierce and Fran Stanley for all their support, and thank you to all who have welcomed me to this community as Town Clerk. The future is looking bright.

Respectfully submitted, Town Clerk Grace Bannasch, CMMC

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

The Board of Water Commissioners is pleased to make the following report for the calendar year ending December 31, 2025 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 your drinking water to be sure we remain in compliance with the Department of Environmental Protection's regulations. In the calendar year 2025, the GWD staff has collected and analyzed more than one thousand water samples at our source wells, treatment facilities and in our water distribution system. Lead and Copper sampling and reporting was another significant focus for the Groton Water Department in 2025. The Water Department inventoried and reported all water service lines materials to the Massachusetts Department of Environmental Protection for compliance with the new Federal Lead and Copper regulations. In addition, the Water Department completed three rounds of Lead and Copper sampling required and the results were all within Federal guidelines All water quality results can be found simply by going to our website at grotonwater.org.

In February of 2024, the preliminary start-up of our new Whitney Pond Water Treatment Facility was initiated. This new facility has been in active service since then, has performed as designed and all drinking water leaving the facility meets current drinking water specifications. This new Water Treatment Facility has the capability to process water from all three Whitney Pond Wells at a rated capacity of approximately 1,200 gallons per minute. This pumping rate will serve the Groton community and water users well into the future without requiring future expansion upgrades.

One of the Department's long terms goals is to increase our drinking water resources for future expansion to meet the town's needs. This is being approached on three levels, the 1st is to add pumping capabilities with new sources, the 2nd is to increase pumping capacities of existing sources and the 3rd is to look outside of Groton for additional sources to meet future demands. The recently approved and constructed Whitney Well #3 has vastly improved our pumping capacity and reduced the stress on Whitney Wells #1 and #2. Improving the pumping capacities of Whitney Wells #1 and #2 should occur in the next three to five years. The long-term plan is to consider connecting to the MWRA water system. Currently, the Department is involved in the financial feasibility of such a plan with our neighboring water suppliers.

The Groton Water Department is nearing the completion of our Water Meter Replacement Program. The State-of-the-Art cellular based meter reading equipment, commonly referred to as "Smart" Meters, allow our customers to view their water consumption in real time, sign-up for Emergency Leak

Alerts as well as Freeze Alerts. Please go to our website at grotonwater.org to get additional information. There is no charge for this service.

Statistical Information - Period ending December 31, 2025:

Total Gallons of water pumped	174,837,239	Gallons per Year
Ave. Daily Consumption	479,006	Gallons per Day
Max. Daily Consumption – July 6 th	893,000	Gallons
Customer Accounts	2,310	
Water Mains	60.4	Miles
New/Replaced Water Mains	6.8	Miles
Total Hydrants (Public and Private)	457	Hydrants
Hydrants added to the system	50	Hydrant

In closing, as this year comes to an end, the Groton Water Department opens a new chapter in its executive management. Long time Water Superintendent, Thomas Orcutt, is retiring after 25 plus years of leadership for the Department. Mr. Orcutt took over as the new Superintendent in 1998 after John Walsh retired. Mr. Orcutt first served as an elected Water Commissioner dating back to 1992. Although, Mr. Orcutt began working on the water supply system in the 1980's, employed by a local engineering firm designing and constructing water mains for the Groton Water System. Mr. Orcutt is responsible for installing, replacing, and overseeing over 30 miles of new water mains for the Department. His involvement in these water system upgrades has led to a vastly improved and robust fire-fighting system, ranking Groton's water system in the top 95% nationally by the Insurance Services Office. Mr. Orcutt is also responsible for overseeing the construction of two state of the art water treatment facilities, two new source wells and a new water storage tank for the Department. These facility investments and upgrades will provide the Groton community with a clean and sufficient supply of drinking water for the immediate future. Mr. Orcutt has also partnered with other town departments and state agencies to preserve hundreds of acres of land for conservation and water supply purposes for our future generations. Mr. Orcutt has been responsible for securing well over twenty million dollars in state grants, as well as low interest and zero interest loans for the Department. Projects have included, Energy Conservation, Water Conservation, Source Water Protection, and water system improvements. We proudly commend Mr. Orcutt for his long tenured service to provide the best water service possible for the Groton Community.

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, Select

Board, 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. Croy, Business Manager
Ann M. Livezey, Assistant
Stephen B. Knox, Senior Water Technician
Robert A. Maloney, Senior Water Technician
William J. Walsh, Senior Water Technician

Board of Water Commissioners:

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



**IN HONOR OF
THOMAS D. ORCUTT
GROTON WATER SUPERINTENDENT**

In recognition of 25 years of dedicated service to the Town of Groton Water Department as Superintendent and 6 years of service on the Groton Water Commission.

Your leadership, knowledge, and commitment to excellence have ensured the delivery of safe, dependable water to our community.

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

Police Department

Tax Collector/Treasurer

Total Principal 2024

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@grotonma.gov

The following financial report summarizes Fiscal Year 2025 (period ending 6-30-2025).

General Fund: The General Fund ended the year with a favorable fund balance, generating \$2,641,998 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. 2025) committed to spend approximately \$1,573,229 of that Free Cash on FY26 needs. This spending was earmarked for contractual employee wages/benefits (\$122,098), Head Wall repair to Fitch’s Bridge (\$60,000), Nod Rd Landfill Maintenance (\$100,000), upgrades to the fire alarm at the Country Club (\$60,000), the Assessor’s Quinquennial Certification (\$34,900) and various other general government one-time costs (\$46,231). \$1,150,000 will be used to replenish Stabilization Fund reserves. This leaves a Free Cash balance of \$1,068,769 available for appropriation at the FY26 Spring Town Meeting. Local Receipts in the amount of \$7,734,212 were received in FY25, a decrease of approximately \$278,333 (or 3.5%) from FY24. This was due largely to a reduction in interest earnings of more than \$1 Million, which was in turn a result of declining interest rates and less cash on deposit (as the Florence Roche school construction project nears completion). License/Permit revenue generated a robust \$728,078 (170% of budgeted revenue) and the Country Club brought in \$1,007,314 (134% of budgeted revenue). The Town’s property tax collections remained strong and consistent throughout FY25 bringing in approximately \$42.6 Million (99% of budget).

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 routine deficits in several Public Safety and DPW reimbursable grants which remained unreimbursed at year end. Most of these deficits were fully resolved by 9/30/2025. Looking at two of the larger Capital Projects: the Florence Roche School construction project made significant progress in FY25 spending \$14,428,018 while recouping \$6,187,826 from the Mass School Building Authority. Additionally, the Town spent \$6,686,043 on construction of water mains on Chicopee ROW to provide potable (PFAS-free) water to the Groton Dunstable Regional High School.

Community Preservation Fund: As of November of 2025, Groton has received a 24% State match (or \$260,047) on FY25 local surcharge collections of \$1,068,988. The CPA fund balance as of 6/30/25 was \$1,214,839. CPC funds are utilized to preserve open space and historic assets as well as to develop affordable housing and recreational facilities.

Enterprise Funds: Water, Sewer, Four Corners Sewer, and Stormwater all ended the year with favorable balances and E&D funds sufficient to support their operations. The Cable Enterprise has been discontinued and reclassified to the General Fund. The Water Enterprise continued work on significant capital infrastructure projects in FY25, spending approximately \$194,002 on the construction for the Manganese Treatment Plant, and \$1,016,786 on construction of the new water mains at 500 Main Street.

Reserves: The Town’s Stabilization Fund closed the year at \$2.729 million and the Capital Stabilization Fund at \$617,184 (with \$507,985 of that balance reserved for expenditures in FY26). The level of reserves in these accounts is managed so as to meet appropriate target balances as established in the Town’s Financial Management Policies: 6.5% of the annual line- item budget.

Patricia Dufresne, Assistant Finance Director / Town Accountant

SEE APPENDIX FOR ACCOUNTANT’S FINANCIAL REPORT

BUILDING & ZONING DEPARTMENT

Robert E. Garside, 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@grotonma.gov

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.

The Building Dept team continues to strive to provide exceptional customer service for all residents and contractors in the Town.

Department personnel consist of:

- Robert E. Garside, Building Commissioner/ Zoning Enforcement Officer
- Amanda Urmann, Land Use Administrative Assistant

Inspectors

- Daniel A Britko, Local Inspector
- Edward Doucette, Electrical Inspector
- John Dee, Alternate Electrical Inspector
- Norm Card, Gas/Plumbing Inspector
- Jeremy Pierce, Alternate Gas/Plumbing Inspector

The Building Dept experienced another steady year with respect to permit and dollar volume of construction. In particular, renovations to attics and basements continued as well as an uptick in Commercial construction with the permits for work at the new UMass SEF and Lawrence Academy being issued.

The Building Dept is looking forward to another strong year in 2026 with many new projects in development to continue the trend of steady growth for the community.

An updated report from the Building Department follows.

Respectfully Submitted,

Robert Garside

Robert Garside
Building Commissioner/ Zoning Enforcement Officer

An updated report from the Building Department follows.

BUILDING DEPARTMENT

Building and Zoning	2023	2024	2025
Value of Construction	\$82,948,296.47	\$41,011,888.89	\$30,758,592.08
Permit Fees Collected	\$508,586.96	\$469,282.56	\$544,480.09
Permits Issued	572	458	435
Inspections Performed	807	785	838
RESIDENTIAL			
Single Family Homes	6	18	8
Two Family Homes	9	13	0
Multi-Family	0	0	4
Additions	42	26	58
Renovations	314	246	286
Accessory Buildings/Pools	22	25	31
Demolitions	17	12	9
Solar	21	14	11
COMMERCIAL	0	0	1
New	1	1	2
Additions	9	2	1
Renovations	2	0	1
Accessory Buildings	1	1	1
Demolitions	3	3	1
Communication Towers/Solar			
Annual Certificates	84	85	88
Home Occupations Certs	24	20	20
Electric			
Permit Fees Collected			
Permit Issued	\$77,725.99	\$51,984.58	\$66,831.17
Inspections Performed	516	425	439
Gas	912	661	773
Permit Fees Collected			
Permit Issued	\$15,339.90	\$13,352.20	\$14,407.10
Inspections Performed	199	168	178
Plumbing	216	175	228
Permit Fees Collected	\$30,469.70	\$22,684.00	\$33,985.30
Permit Issued	212	233	189

CONSERVATION COMMISSION

Charlotte Steeves, Conservation Administrator

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

Meetings 2nd & 4th Tuesday 0pm

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

conservation@grotonma.gov

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 2,300 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) and the Groton Wetlands Bylaw, which was adopted by Town Meeting vote in 2001.

In 2025, the Commission held 24 open meetings and reviewed 16 Notices of Intent, 21 Requests for Determination of Applicability, and issued several Certificates of Compliance, Extension Permits, Enforcement Orders, Violation Notices, and Emergency Certifications.

The Conservation Commission presently oversees 2,365 acres of Town-owned conservation land. Two new properties were purchased in recently including the ‘C.L. Bennett Family Conservation Area’ and ‘Noonan Woods’. The first parcel is in West Groton and was purchased with a generous donation from a resident. The 95-acre parcel (former ‘Lyman’ land) provides connections to other permanently protected parcels that make up ‘The Throne’. The second parcel (former ‘Noonan Land’) is off of Gratuity Road with frontage along the Nashua River. The 10-acre parcel protects a stretch of important riparian habitat along the Nashua River within an ‘Area of Critical Environmental Concern’. Our subcommittee, the Stewardship Committee, continues to help manage these properties. This year, the Stewardship Committee will apply for a ‘Wild and Scenic Community Grant’ to replant degraded areas in West Groton along the Squannacook River including Carol Wheeler Park. The Committee continues to invite abutters on site walks to help foster community engagement in land management and conservation efforts.

The Groton Conservation Commission continues to support the work of other Boards and Committees including the Trails Committee, the Parks Department, the Stewardship Committee, and ongoing coordination with the Earth Removal Stormwater Advisory Committee, the Affordable Housing Trust, the Conservation Trust, and the Groton Lakes Association. The Groton Conservation Commission looks forward to continuing their commitment to land management and stewardship in the coming new year.

Respectfully submitted,

Bruce H. Easom, Chair, (since 2024)

Larry Hurley, Vice-Chair (since 2017)

Kimberly Kuliesis, (since 2024)

Ben Wolfe, (since 2025)

Charlotte Steeves (Conservation Administrator)

Peter Morrison, Clerk (since 1991)

John Smigelski, (since 2012)

Olin Lathrop (since 2016)

COUNCIL ON AGING

Nicole Sarvela, Director

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

Hours: Mon-Fri 8:00am – 4:00pm / Board Meetings 2nd Monday

1:00pm (978) 448-1170

Fax (978) 448-3660

gcoa@grotonma.gov

The mission of the Groton Council on Aging is to serve as the community focal point promoting the independence of older adults through information and referral, support, health and wellness, socialization and education. We provide opportunities for all individuals as they age by leveraging resources, developing a sustainable future and engaging in strong partnerships and collaborations.

The Groton Council on Aging (COA) operates within The Groton Center and serves as a central hub for community building and Social Services. The COA employs a Full Time Director, Community Engagement Specialist and Outreach Coordinator, a Part Time Departmental Assistant/Van Dispatcher, 10 Van Drivers, a Building Monitor and over 100 volunteers and Senior Tax Workers who provide office and programing assistance.

The COA provides a wide-range of programing daily including fitness classes, community luncheons, educational opportunities, art instruction, social engagement and more. The Groton COA hosted 791 members, 20,643 times in 2025 for these types of programs and events (an increase from 17,918 in 2024). In 2025 we provided additional opportunities for meals; 2 monthly Breakfast Programs and a monthly Deli lunch program. We have also continued our popular Wednesday lunch programs and special events; all meals are free of charge and offer members an opportunity for socialization and nutrition.

In addition to our daily programing, we also provide members 60 and older with invaluable social service support; resources and referrals, SHINE counseling (Serving the Health Insurance Needs of Everyone), support groups, health screenings, medical equipment loan program, AARP Tax assistance, Meals on Wheels, financial assistance (Fuel Assistance, SNAP, etc.) and transportation. The Groton COA provided 4,638 rides to 128 Groton residents in 2025 (an increase from 4,289 in 2024).

The Groton Center also serves as a space for Community and Private Group Meetings/Events on evenings and weekends and during the day as space allows.

The Groton Center's Outreach Coordinator has restored the Yellow Dot Program which provides pertinent medical information to be stored within a persons' vehicle in case of an accident or medical emergency on the road. The Groton Center has been designated a Salvation Army Service Unit which allows us to provide financial and nutrition assistance to those in need.

The Groton center hosted its first Touch a Truck Event this summer. We hosted a table at the Groton Farmer's Market this summer and have Outreach Hours at the Groton Housing Authority once a month in order to increase visibility and allow more Groton residents to receive the assistance and support they need.

Thanks to our dedicated and knowledgeable staff, volunteers and engaged community members The Groton Center continues to be a valued and respected resource for the Town of Groton and beyond.

Respectfully Submitted,

Nicole Sarvela
COA Director

Council on Aging Staff

Director, Nicole Sarvela

Community Engagement Specialist, Nändi Munson

Outreach Coordinator, Will Cullen

Departmental Assistant/ Van Dispatch, Kristine Fox

Maintenance/Custodian, Clayton Rutherford III

Building Monitor, Charlie DeStefano

COA Board:

Tony Serge, Chair

Michelle Collette, Vice Chair

Carole Carter, Secretary

Berta Erickson

Harris McWade

Lois Young

Judith Palumbo O'Brien

Dottie Zale

Pascal Miller

Van Drivers:

Peter Cunningham

Robert Hamilton

Michael Kalil

Hank Montanari

Eddie Wenzell

PK Simmons

Lynn Holdsworth

Rich Marton

Sam Palmer

Dean Papadopoulos



DEPARTMENT OF PUBLIC WORKS

Brian Callahan, DPW Director
500 Cow Pond Brook Road
(978) 448-1162 Fax (978) 448-1174
highway@grotonma.gov

Department of Public Works

It is with great excitement that we congratulate Tom Delaney on his retirement this past November. Tom's dedication and leadership have left a lasting impact on our department and the Town.

For those who may not know me, my name is Brian Callahan, and I am honored to serve as the new DPW Director. I began working for the Town in the fall of 2015 and have been involved in many of the major construction and infrastructure projects completed over the years. For the past two years, I worked side by side with Tom, and I am proud to step into this role and continue building on the strong foundation he established.

The continued success of this department is due to our hardworking employees, who are truly the backbone of the DPW. The Town would be at a loss without such a dedicated and professional group. Every project we complete is a direct result of their hard work and commitment to serving the community. I extend my sincere gratitude to each of them for the outstanding job they do every day.

Highway Division

The Highway Division remains the core strength of the DPW, maintaining and improving the Town's roads and infrastructure. In 2025, several roadway projects were successfully completed, including resurfacing on Townsend Road, Town Forest Road, Wharton Road, and multiple streets in the Lost Lake area.

We are fortunate to continue receiving state funding to support roadwork and infrastructure improvements. These funds allow us to upgrade our roadways and sidewalks responsibly and efficiently. Our pavement management program guides us in prioritizing repairs to make the most effective use of available resources.

Additional work completed this year included drainage repairs and improvements, intersection upgrades, and preventative maintenance measures designed to extend pavement life.

The winter of 2025–2026 has been one of the most active seasons since 2015. Our crews worked around the clock to clear roads and sidewalks, ensuring safe travel conditions for residents and emergency services.

Tree Warden

Tree planting efforts were carried out in multiple areas throughout Town this year, beginning with our Arbor Day tree at Blossom Lane Common. More than 15 trees were planted to replace losses and enhance the Town's tree canopy for future generations.

With over 125 miles of roadway, trimming and maintenance is an ongoing and extensive effort. Ground trimming and aerial bucket work addressed dead and hazardous trees, while our roadside mower cleared more than 25 miles of roadway during the summer months.

In addition, crews performed extensive hand cutting and pruning of trees and invasive vegetation to improve roadway visibility and safety. The Light Department expanded its aerial trimming program this year, and through continued collaboration, we were able to accomplish more joint projects than ever before.

Transfer Station

With a recycling rate that remains above the regional average, the Transfer Station continues to increase revenues while reducing disposal costs. The department continues to adapt to the changing recycling market by identifying new materials and products to bring to market.

With ongoing support from the Town, grants from the Department of Environmental Protection (DEP), and the innovation of staff and consultants, we remain focused on improving efficiency and expanding services. The Transfer Station continues to operate as a near break-even enterprise and serves as a model for other communities in managing recycling operations effectively.

Building Maintenance

The Building Maintenance Division is responsible for routine inspections, cleaning, and addressing normal wear and tear across Town facilities. Major responsibilities this year included:

- Completion of all mandatory annual testing, inspections, and preventive maintenance on emergency generators, alarm systems, fire suppression sprinklers, fire extinguishers, and elevators.
- Annual preventive maintenance on HVAC systems (gas and oil) at the Public Safety Building, Town Hall, Senior Center, Legion Hall, and Fire Stations #1, #2, and #3.
- Ongoing maintenance of both the interior and exterior of all Town-owned buildings.

It is an honor to serve the Town in this capacity. I look forward to continuing our work to maintain and improve the infrastructure and services that our community depends on every day.

Brian Callahan

Town of Groton
DPW Director

FIRE DEPARTMENT

Arthur Cheeks, Fire Chief
Center Station, 45 Farmers Row
General Calls: (978) 448-6333 Cell Phone Emergency: (978) 448-5555
Emergency: 911
fire@grotonma.gov

The Groton Fire Department is made up of members who are extremely committed to the residents of Groton. 2025 has been full of challenges that included a significant increase in call volume, several EMS operational protocol changes, normal growth of the town requiring more services, and a staffing level that has been taxed

The department has been found to have strong resolve. In our “No Fail” mission, we have been able to discover ways to continue to provide services to the town which are in line with our priority mission. The ability for our fire department members to adapt to the challenges listed above should be commended. We continued to improve our skill levels through proper training, made adjustments in creating/adding per-diem shifts filled by our call/volunteer members in effort to better support our career staff, and have been engaged with our mutual aid partners to discuss ways to better serve our communities.

In 2025 we were able to hire Deputy Chief Terence Gardner. Deputy Chief Gardner has been able to add years of experience and knowledge. In addition to Deputy Chief Gardner’s duties as a Chief Fire Officer and incident control and command, he has taken on numerous fire prevention services, is involved in emergency management preparedness and response, and has become a key member in working with the Council of Aging by identifying and mitigating concerns associated with our community’s senior population.

As mentioned above, the Fire Department was faced with another increase in call volume in 2025. This resulted in an 8.7% increase in requests for services on top of the 17% increase that was seen in 2024. These increases, accompanied with the challenge of longer medical transport times, created many situations where our ability to provide timely and fully efficient services were taxed. Despite these challenges, the department members both career and call/volunteer, stepped up to keep our promise of commitment in response services to the residents of Groton. Mutual Aid is an important relationship between towns to assist in providing help when back-to-back calls happen. Recently the Groton Fire Department has experienced an increased need of assistance from our Mutual Aid partners. While helpful, the Town of Groton should find ways to fully staff our Fire Department to be more self-sufficient. This increase in mutual aid calls has a domino effect which in turn causes strain on our neighboring departments.

The Groton Fire Department remains dedicated to our mission to servicing our community, its residents, and visitors. We are partners in the public safety of the town and will continue to provide high levels of fire and emergency medical response, community education, fire prevention, and hazardous operations. The Town of Groton’s residents should feel confident that the Groton Fire Department will continue to be there for them at any moment.

I would like to thank the members of the Groton Fire Department and their families; we couldn’t do it without you!

Pride, Service, & Dedication
Art Cheeks
Fire Chief

Fire Chief, Arthur Cheeks

Deputy Chief, Terence Gardner

Sr. Administrative Assistant, Diane Aiello

Lieutenant James Crocker

Lieutenant James Foley

Lieutenant Karl Lundgren

Lieutenant Derek Maskalenko

Lieutenant Steven Savage

Lieutenant Tyler Shute

Firefighters/EMTs



Nathan Bernier

Christopher Braun

John Brooks

Aaron Doherty

David Dubey

Bryan Gardner

Kyle Girard

Jason Grennell

Elsa Heil

Thomas Kneeland

Peter Kokolski

Brandon Lambert

Grant McCullagh

Cody McNayr

Declan Nash

Matthew Pisani

Michael Poulin

Christopher Quigley

Andrew Saball

Walter Shaw

Daniel Shreve

Stephen Uram

Tobias Wells

Christopher Young

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.

Season pass memberships are available but not required to enjoy any of the offerings at the Country Club. 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 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 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

Amanda Urmann, Land Use Administrative Assistant
Meetings 3rd Tuesday
(978) 448-1109 Fax (978) 448-1113
aurmann@grotonma.gov

The Historic District Commission (HDC) continued to provide active assistance for projects in the Town’s Historical Districts, relative to their appropriateness regarding Groton’s historic context in 2025.

The HDC consists of seven members. There are currently two vacancies.

Throughout 2025, the HDC continued to convene in person every month on the third Tuesday at 7:30 PM.

The HDC approved five new sign permits and granted six Certificates of Appropriateness for proposed work in the district. Many of these projects consist of renovations, accessory buildings, new roofs, fences, windows and solar panels. The HDC also introduced new historical plaques into the Districts with the Historical Commission executing the main concept of these plaques. There were three of these plaques introduced to the Districts in 2025. The Commissioners would like to express their gratitude to the applicants for the opportunities to work together to help maintain the historic character of Groton. The newly completed projects are impressive and pleasing to the HDC.

Respectfully submitted,

Brian Cartier, (Chair 2028)

Lisa Hicks, (2028)

Jennifer Rand, (2026)

Jennifer Moore, (2026)

David MacInnis, (2027)

Amanda Urmann, Admin, Asst.

HUMAN RESOURCES

Melisa Doig, Human Resources Director

Office Hours: Mon 8am – 7pm; Tues-Thurs 8am – 4pm; Fri, 8am -
1pm Telephone (978) 448-1145 Fax (978) 448-1115

humanresources@grotonma.gov

The Human Resources Department manages personnel administration and employee benefits for full-time and part-time employees, retirees, temporary and seasonal employees, department heads, and Town officials. The department also supports employee relations; collective bargaining and contract administration; recruitment and hiring; coordination of orientation, training, and employee activities; workers' compensation administration; employee benefit programs; and the maintenance of all personnel records.

POLICY AND TRAINING

Over the past year, employees participated in several online trainings offered through the Massachusetts Interlocal Insurance Association (MIIA), which proved to be very beneficial. Mandatory training sessions were also conducted for all Department Heads through MIIA. As a result of participation in these trainings and seminars, the Town received \$2,523 in MIIA Rewards.

BENEFITS AND RESOURCES

This year, the Town worked with the Collins Center to conduct a comprehensive evaluation of all Town positions, including pay and job descriptions. This was a detailed and extensive process that provided significant benefits to both the Town and its employees.

MIIA also offers an Employee Assistance Program (EAP), which provides employees with confidential access to advisors for assistance with stress, mental health concerns, and work-life resources at no cost.

RECRUITMENT

Recruitment activity was particularly high this year, along with an increase in retirements. Positions filled included Interdepartmental Assistant, DPW Administrative Assistant, Energy Manager, Town Clerk, Treasurer-Collector, Assistant Treasurer, Cable Production Assistant, GCC Summer Help, DPW Laborer, DPW Equipment Operator, Mechanic, Golf Superintendent, Outreach Coordinator, Firefighters, Deputy Fire Chief, and Patrol Officers.

The recruitment and hiring process continues to be collaborative, involving the Town Manager and Department Heads. The Town of Groton remains staffed with talented and dedicated employees who provide professional and high-quality services to the community.

WELLNESS

MIIA offers a variety of wellness and cost-saving programs, both online and in person. This year, the Town received \$7,500 in grant funding to provide healthy snacks for all departments. Information is regularly shared with employees to promote health and wellness.

Employees participated in several online wellness programs throughout the year, including the annual Walktober 30-day challenge, which saw strong participation. The Town of Groton proudly won this year's challenge. Promoting employee wellness not only supports good health but also strengthens teamwork and morale.

I look forward to another successful year.

Respectfully submitted,

Melisa Doig
HR Director

INFORMATION TECHNOLOGY

Michael Chiasson, Information Technology Director
Perry Sisombath, Server & Desktop Support
Specialist

Office Hours: Mon 8am – 6pm; Tues-Thurs 8am – 4:30pm; Fri, 8am – 12:30pm
Telephone: (978) 732-1889 Fax: (978) 448-1115

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 2025, the department handled more than 800 help desk tickets, reflecting the continued demand for technology support across town operations. During the year, departments also began expanding their use of Artificial Intelligence tools and initiatives, integrating AI into various workflows to improve efficiency, support decision-making, and enhance the way staff perform their daily work.

Respectfully submitted,

Michael Chiasson
Information Technology Director

POLICE DEPARTMENT

Michael F. Luth, Chief of Police
Police Station, 99 Pleasant Street
General Calls: (978) 448-5555 Emergency: 911
police@grotonma.gov www.grotonpd.org

MISSION STATEMENT

It is the mission of the **Groton Police Department** to:
Treat everyone impartially with respect, dignity, and courtesy, as we fulfill our commitment to provide professional police services to the Town of Groton.

DEPARTMENT MOTTO

“Community First”

Greetings,

The Police Department provided community focused, professional police services with the support of the residents of Groton.

In 2025 the Department responded to approximately 50,728 calls for service which included: 2,872 motor vehicle stops, 157 criminal complaint/summons, and 34 arrests.

The Department saw some personnel changes during 2025. Detective Andrew Davis was promoted to Sergeant to fill the vacancy created by the retirement of Sergeant Patrick Timmins. Officer Michael Masterson was assigned to the role of Detective. Officers Justine Wagner and Adam Scott were hired to fill openings that were created through attrition. Both officers graduated the MPTC Full-time Recruit Officer Training Course at Lynnfield. They completed an intensive field training program and joined the patrol force January 2026. Officer Brian Underhill was assigned as the Senior Liaison working hand-in-hand with the Council on Aging, addressing the needs of residents.

In September, the Department successfully went through a re-assessment by The Massachusetts Police Accreditation Commission. This was a process of developing and implementing policies that encompassed 326 standards that are required by the Commission. Awarding of Full Accreditation is anticipated in February of 2026.

Respectfully submitted,

Michael F. Luth

2025 Groton Police Department Personnel

Chief of Police:	Michael F. Luth
Deputy Chief:	Rachael E. Bielecki
Sergeants:	Derrick Gemos, Kevin Henehan, Gordon Candow, Andrew Davis
Detective:	Michael Masterson
School Resource Officers:	Robert Wayne
Patrol Officers:	Paul Connell, Peter Breslin, Dale Rose, Michael Lynn, Gregory Steward, Peter Violette, Brian Underhill, Ian Pereira, Tyler Melanson, Adam Scott, Justine Wagner
Reserve Officers:	Michael Ratte, Frank Mastrangelo, Jeffrey Yung
K-9:	Bane
Administrative:	Jessica Watson, Sr. Administrative Assistant Joan Tallent, Administrative Assistant
Departmental Assistants:	Edward Bushnoe and Johnna Brissette

TAX COLLECTOR/TREASURER DEPARTMENT

Katie L. Kazanjian, - Treasurer/Collector
 Michael Hartnett, CPA, CMMT - Assistant Treasurer/Collector
 Nancy Amari - Payroll Coordinator/Assistant to the Treasurer
 Angela Lemire: Assistant Treasurer/Collector
 Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am 1pm
 Main: (978) 448-1103 Fax: (978) 448-1115
treasurer@grotonma.gov

Cash & Fund Balances		Year-End Balance
Fund Description:		June 30, 2025
General Fund		
BAN Proceeds Funds		61,420.50
BOND Proceeds Funds		2,623,599.89
All Other General Fund Accounts (incl. petty cash)		\$ 2,685,020
Other Funds		
Trust Funds (a)		\$ 29,302,574
TREAD Trust		\$ 17,654
Stabilization- Town		\$ 2,728,838
Conservation		\$ 1,116,874
Capital Stabilization- Town		\$ 617,184
Capital Stabilization- GDRSD		\$ 22,869
OPEB Trust		\$ 1,713,673
Performance Bonds & Planning Board 593's		\$ 941,808
Affordable Housing Trust		\$ 921,645
Arts & Flags Agency		\$ 18,206
Turtle Study & Maintenance		\$ 57,645
Contractor Habitat Protection		\$ 20,665
Regional Scholarship Committee		\$ 881
		\$ 37,480,516
Enterprise Designated Funds		
Sewer Enterprise		\$ 474,875
Water Enterprise		\$ 80,645
Stormwater Utility		\$ 42
Groton Electric Light Designated Funds		
Consumer Deposits		\$ 277,232
Insurance Reserve		\$ 158,701
Depreciation Reserve		\$ 333,911
		\$ 769,844
Total Cash & Fund Balance, June 30, 2024		\$ 41,490,943

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

Credit Rating - Standard & Poor - AAA

The Town of Groton holds a AAA credit rating by Standard & Poor credit rating agency. AAA is the highest rating a municipality can achieve. This rating is based on a comprehensive periodic review of the Town’s financial condition, including its financial strength and stability, fiscal policies, demographic characteristics, and long-term financial planning and projections. One of the key benefits of maintaining 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,

Katie L. Kazanjian- Treasurer-Collector

TOTAL DEBT SERVICE AND DEBT BALANCES

Fiscal 2025									
TOTAL DEBT SERVICE AND DEBT BALANCES									
ID	Name	Issued	Matures	Orig Amt	Exempt/ Non-Exempt	Principal	Interest	Total	
2912	Center Fire Station	4/18/2013	6/30/2035	\$7,730,000	Exempt	\$385,000.00	\$103,312.52	\$488,312.52	
2913	DPW Garage- New in FY21	2/20/2020	2/15/2040	\$4,307,000	Exempt	\$217,000.00	\$102,344.50	\$319,344.50	
2914	Library Roof- New in FY21	2/20/2020	2/15/2040	\$1,055,000	Exempt	\$53,000.00	\$25,057.00	\$78,057.00	
2980	Florence Roche #1 NEW- FY22	8/17/2021	8/15/2041	\$7,330,000	Exempt	\$270,000.00	\$200,900.00	\$470,900.00	
2916	Florence Roche #2 NEW- FY23	6/21/2022	4/1/2047	\$18,655,000.00	Exempt	\$750,000.00	\$753,450.00	\$1,503,450.00	
2999	Senior Center	11/27/2018	6/30/2039	\$5,130,000	Exempt	\$350,000.00	\$155,187.50	\$505,187.50	
Total Exempt						\$2,025,000.00	\$1,340,251.52	\$3,365,251.52	
2915	Fire Truck 2020	02/20/2020	2/15/2039	\$473,000	Non-Exempt	\$25,000.00	\$11,276.00	\$36,276.00	
2978	Fire Ladder Truck	11/27/2018	11/15/2037	\$875,000	Non-Exempt	\$45,000.00	\$23,231.26	\$68,231.26	
2979	Lost Lake Fire Protection	11/27/2018	11/15/2038	\$1,375,000	Non-Exempt	\$70,000.00	\$37,856.26	\$107,856.26	
2919	Fire Truck 2024	2/16/2024	3/15/2044	\$737,000	Non-Exempt	\$20,000.00	\$34,610.19	\$54,610.19	
Total Non-Exempt						\$160,000.00	\$106,973.71	\$266,973.71	
Summary for General Fund						Total for General Fund	\$2,185,000.00	\$1,447,225.23	\$3,632,225.23
GELD									
2998	GELD- Headqtrs.	8/1/2014	11/1/2033	\$2,000,000	Non-Exempt	\$105,000.00	\$35,425.00	\$140,425.00	
Summary for GELD						Total Non-Exempt for GELD	\$105,000.00	\$35,425.00	\$140,425.00
CPC									
Summary for CPC						Total Non-Exempt for CPC	\$0.00	\$0.00	\$0.00
						<i>crossfoot</i>	<i>\$0.00</i>	<i>\$0.00</i>	
Sewer									
ID	Name	Issued	Matures	Orig Amt	Exempt/ Non-Exempt	Principal	Interest	Total	
2910	Boston Road	10/26/2007	10/1/2025	\$310,940	Non-Exempt	\$16,647.50	\$1,092.50	\$17,740.00	
2911	Old Ayer Rd	10/26/2007	10/1/2025	\$155,960	Non-Exempt	\$8,352.50	\$548.13	\$8,900.63	
Summary for Sewer						Total Non-Exempt for Sewer	\$25,000.00	\$1,640.63	\$26,640.63
						<i>crossfoot</i>			
Water									
2920B	Whitney Pond Well #3 Construction 2022	2/16/2024	3/15/2052	\$141,500.00	Non-Exempt	\$5,000.00	\$6,602.19	\$11,602.19	
2997	Water SRF Loan 2	12/14/2006	7/15/2026	\$1,234,434	Non-Exempt	\$71,358.00	\$3,929.08	\$75,287.08	
2909	Water System	11/23/2004	8/1/2024	\$4,417,366	Non-Exempt	\$279,170.13	\$225.00	\$279,395.13	
2920A	Whitney Pond Well #3 Construction	2/16/2024	3/15/2052	\$665,500	Non-Exempt	\$10,000.00	\$30,266.36	\$40,266.36	
2918	Manganese Water Treatment Plant Construction	2/16/2024	3/15/2052	\$9,590,000	Non-Exempt	\$145,000.00	\$435,301.81	\$580,301.81	
Summary for Water						Total Non-Exempt for Water	\$510,528.13	\$476,324.44	\$986,852.57
FY25 Totals-						\$2,539,179.29	\$1,589,671.63	4,128,850.92	

**REPORT OF THE TAX COLLECTOR – FOR FISCAL YEAR
ENDING JUNE 30, 2025**

	Katie L. Kazanjian, Treasurer/Collector	
	Collected (a) During Fiscal 2025	Uncollected @ June 30, 2025
Fiscal 2025		
Real Estate	41,822,776	430,988
Community Preservation Act	1,060,797	17,567
Water District	208,323	1,074
Personal Property	403,383	2,151
Motor Vehicle Excise	1,828,659	176,130
Fiscal 2024		
Real Estate	257,914	123,201
Community Preservation Act	6,511	2,808
Water District	-	923
Personal Property	-	4,598
Motor Vehicle Excise	372,402	25,707
Fiscal 2023		
Real Estate	63,663	66,497
Community Preservation Act	1,392	1,244
Water District	1,116	494
Personal Property	-	2,359
Motor Vehicle Excise	12,347	9,585
Other Selected Tax Collector Data:		
Penalties, Interest on Taxes Collected	125,734	
Payments In Lieu of Taxes Collected	443,629	
Tax Title Collections	-	
Tax Deferral Collections	8,276	
Scholarship Donations Collected	8,000	
TREAD Donations	8,975	
Local Meals Tax	273,544	
Local Room Occupancy	223,079	
Cannabis Excise	21,298	
Water/Sewer Liens Collected	5,937	
Boat Excise Tax Collected	2,222	
Municipal Lien Certificates Fees	10,750	
Note:		
All accounts are audited on an annual basis by an independent certified public accounting firm, without exception.		

VETERANS' SERVICE OFFICER

Maureen Heard, Veterans' Service Officer
Office Hours: Mon. 12:00pm-4:00pm 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@grotonma.gov

The Veterans' Services Officer (VSO) provides support to the Town's veterans and their family members, including widows and widowers as well as children and dependent parents of veterans. The VSO provides information about veterans benefits under Chapter 115 of the Massachusetts General Laws as well as the benefits provided by the Department of Veterans Affairs. The VSO also provides assistance in the completion and submission of forms required to obtain benefits.

Over the course of the past year there have been many requests for assistance by phone and email. Assistance has been rendered to veterans seeking copies of DD Form 214 discharge paperwork, several applications to the VA for disability claims, how to get dependent ID cards, real estate abatements, processing monthly benefits under Chapter 115, etc.

The VSO assisted in preparations for the Memorial Day Parade/Ceremony and the Veterans Day Ceremony and also attends the monthly Veterans Breakfast at the Groton Fire Station.

Anyone who needs advice and/or assistance, or knows of a Veteran in need is encouraged to stop by the office during regular office hours, email me at mheard@grotonma.gov or by phone at (978)447-1175.

Maureen Heard
Master Sergeant (RET)
Groton Veterans' Services Officer

ZONING BOARD OF APPEALS

Amanda Urmann, Zoning Board of Appeals Office Assistant
Wednesday Meetings as posted
Office Hours: Tues – Thurs 10am -
3pm (978) 448-1121 Fax: (978) 448-
1113

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

The Zoning Board of Appeals met to consider six applications in 2025. There were three variance applications. One variance was granted with conditions, one was withdrawn without prejudice, and one was denied. There was one Special Permit application, which was approved with conditions. One action by the Building Commissioner was appealed and was overruled.

- Variations – 3
- Special Permits – 2
- Appeal of an action by the Building Commissioner – 1

Respectfully submitted,

- Jay Prager, (2030) Chairman
- Bruce Easom, (2030) Vice Chairman
- Jack Petropoulos, (2027) Full Member
- Veronica O’Donnell, (2028) Full Member
- Gregg Baker, (2026) Full Member
- Alfred von Campe, (2026) Associate Member
- Tim Synan, (2026) Associate Member
- Bob Mullins, (2026) Associate Member
- Amanda Urmann, Assistant

GROTON'S APPOINTED COMMITTEES

Affordable Housing Trust

Cable Advisory Committee

Community Preservation Committee

Complete Streets Committee

Conductorlab Oversight Committee

Destination Groton Committee

Historical Commission

Diversity, Equity and Inclusion Committee

Housing Partnership

Invasive Species Committee

Sustainability Commission

Town Forest Committee

Trails Committee

AFFORDABLE HOUSING TRUST

Fran Stanley, Housing
Coordinator (978) 732-1393
housing@grotonma.gov

The Town of Groton accepted M.G.L. Chapter 44 Section 55C, the Municipal Affordable Housing Trust Fund as a Town bylaw at the 2008 Fall Special Town Meeting. The Town of Groton Affordable Housing Trust (AHT) was created on November 17, 2010. Members of the Trust are appointed by the Select Board, with the provision that at least one of the five AHT members is a member of the Select Board. The purpose of the AHT 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.

This year, AHT has investigated potential land purchases, evaluated the suitability of land exiting Chapter 60 where the Town has a right of first refusal, and coordinated with other boards on housing issues. Increasingly, the production of affordable housing is either very small-scale – such as one group home or single-family home – or of a size to attract significant outside funding through federal low-income housing tax credits (LIHTC). The Affordable Housing Trust is currently working with an experienced non-profit community development organization on a project to leverage AHT funds to create a number of affordable housing units at once under the LIHTC program.

The AHT wishes to express our gratitude to the Community Preservation Committee (CPC) and Groton Town Meeting voters for their past financial support. This is the primary source of funding for AHT's work. Having received \$800,000 in past CPC funding, we are applying for another \$300,000 in 2026 to build the AHT's capital reserves which enable us to participate in LIHTC and other affordable housing opportunities.

The Housing Trust encourages community input and participation, and will continue collaborating with other town boards as we pursue the goal of meeting Groton's Affordable Housing needs.

Respectfully submitted,

Rebecca H. Pine, *Chair*
Carolyn Perkins, *Vice Chair*
Phil Francisco, *Member*
Lynn Holdsworth, *Member*
Charles Vander Linden, *Member*



CABLE ADVISORY COMMITTEE

Ashley Doucette, Cable Director
(978) 448-3796
info@thegrotonchannel.org

The Groton Cable Advisory Committee is responsible for negotiating and maintaining the cable television license(s) within the Town of Groton, as well as overseeing the operation of Groton’s cable access channels.

The two cable access channels in town are The Groton Channel (Public & Educational) and The Groton Government Channel.

In 2025, the two channels aired a total of 580 Groton-produced programs. Totaling over 528 hours of unique content. Programming included meeting coverage, sports, concerts, lectures, events, news, and original shows created and hosted by Groton residents.

Interested in making your own television show, have a short film you want to bring from page to screen, or want to start covering events with us? The studio is stocked with a wide variety of equipment available for your use. Everything from easy-to-use camcorders to professional-grade cameras, green screens, physical and virtual sets, an array of lighting and sound equipment, and more! We also have an edit suite that you can use to help bring your project together with voiceovers, music, graphics, and any other elements you may need. No experience is necessary. We’ll work with you to determine what you need and provide you the necessary training to help bring your vision to life. All of our equipment, space, staff support, and other resources are free to use for Groton residents and students of the Groton-Dunstable School District. The only thing we ask in return is that we get to share your project on the channel for the community to enjoy!

Visit **www.thegrotonchannel.org** for more information on the channels, producing your own programs, volunteering, or to watch all of our live and on demand content online.

If you have any questions or concerns, please do not hesitate to reach out to us!

Respectfully Submitted,

Russ Harris, Chair
Eric Fischer, Vice-Chair
Neil Colicchio
Janet Sheffield
John Macleod
& Ashley Doucette, Program Director

*The Groton Channel - Verizon Channel 40 & 2140/Charter Channel 191
The Groton Government Channel - Verizon Channel 41/Charter Channel 192
(All live and on demand content is available online or via the Cablecast app*

COMMUNITY PRESERVATION COMMITTEE

Micaela Moore, Interdepartmental Assistant
Meetings: 2nd and 4th Mondays of the Month
(978) 448-1140 Fax: (978) 448-1113
communitypreservation@grotonma.gov

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 \$1,372,230 in funds from the local surtax, state fund match, and interest during FY2025, and received \$260,047 in FY2025 state match funds on November 14th, 2025.

Projects approved for FY 2026

- West Groton Rail Trail - To initiate legal processing to extend the rail trail. - CPC Funded: \$70,000
- Conservation Fund, FY 2026 - To help preserve open space, protect water resources and wildlife habitat, and preserve land for agricultural, recreational, and forestry activities. - CPC Funded: \$200,000
- Housing Funding Request, FY 2026t - To create and support Affordable Housing. - CPC Funded: \$200,000
- Cow Pond Play Fields - To be used to create a master plan utilizing data and site assessments. - CPC Funded: \$215,000
- Housing Coordinator - To fund the wages and benefits of the Housing Coordinator. - CPC Funded: \$63,402
- Bancroft Castle Preservation Work – To implement the restoration work on the masonry remains. - CPC Funded: \$153,000
- Prescott Community Center - To perform renovations on the deteriorated building. -CPC Funded: \$70,000
- GDYBL Cow Pond Baseball Improvements – To perform improvements the four baseball fields. -CPC Funded: \$84,330
- Town Field Improvements- To renovate the major league baseball diamond at Town Field. -CPC Funded: \$378,963
- Provide Cultural Storage- To improve the storage conditions of Boutwell House. -CPC Funded: \$62,675
- Williams Bard Restoration- To renovate the historic structure and improve safety. -CPC Funded: \$158,972

Respectfully submitted,

Representing Conservation Commission: Bruce Easom
Representing Park Commission: Anna Eliot
Representing Historic Commission: Aubrey Theall

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

COMPLETE STREETS COMMITTEE

(978) 448-1105

planning@grotonma.gov

The Town of Groton’s Complete Streets Policy aims to accommodate the full range of users of our roadways, walkways, trails, and transit systems by creating a transportation network that meets the needs of individuals utilizing a variety of transportation modes. Decision-makers are directed to consistently plan, design, construct, and maintain streets to accommodate all users. The Select Board adopted the Complete Streets Policy in 2016.

Through the implementation of Complete Streets principles, people of all ages, abilities and income levels will be able to efficiently and safely travel between home, school, work, recreation facilities, and commercial venues. Demonstrated benefits of Complete Streets include cleaner air, promotion of physical exercise, improved access to retail and employment centers, and reduced personal transportation costs.

The focus of the Complete Streets Committee is ensuring the implementation of the Complete Streets Policy and, where necessary, modifying existing practices and overcoming barriers to implementation.

The Complete Streets Committee was awarded construction grants from MassDOT in 2017 and 2021 for the following projects which have been completed: improve crosswalks on Main Street; extend the sidewalks on Long Hill Road, Lowell Road, and West Main Street; add speed limit signage throughout town; and install bicycle repair stations along the Nashua River Rail Trail.

In 2025, the Complete Streets Committee received a third grant from MassDOT to construct a multi-use path on Lovers Lane from Boston Road to the Groton Country Club, and to extend the sidewalk on Sandy Pond Road from the affordable housing units to Robin Hill Road. Completion of these two projects is anticipated in 2026.

The Complete Streets Committee wishes to thank Tom Delaney for his many contributions to the Town as DPW/Highway Director and as a member of this committee. The committee was pleased to welcome new members Brian Callahan, Elizabeth Callender, and Deanna Kass.

The committee will continue to pursue grant funding and other opportunities to implement Groton’s Complete Streets Policy.

Respectfully submitted,

Members of the Complete Streets Committee:

- George Barringer, Chair
- Brian Callahan
- Elizabeth Callender
- Kristen von Campe
- Peter Cunningham
- Deanna Kass
- Stephen A. Legge
- Gordon D. Row
- Takashi Tada

CONDUCTORLAB OVERSIGHT COMMITTEE

(978) 448-1111

selectboard@grotonma.gov

Current Members: Mark Deuger (Chair), Michelle Collette, Robert Hanninen, Takashi Tada, Veronica O'Donnell

Background: The Conductorlab facility is located at 430 Main Street and was operated as a circuit board production facility between 1958 and 1985. In 1985, the town learned that ongoing operations at the facility had released several hazardous chemicals on the property, most notably hexavalent chromium (CR+6) and trichloroethylene (TCE). Initial investigations determined that soil and groundwater had been impacted both on and down-gradient of the property which included residences near Main, Arlington, and Mill Streets and Gratuity Road. This discovery required the abandonment of residential water wells and extension of town water throughout the impacted area. The Conductorlab property was designated a Disposal Site in accordance with the Massachusetts Contingency Plan (MCP) and became subject to oversight and enforcement by the Massachusetts Department of Environmental Protection (MassDEP). Over its history, the Conductorlab facility has changed ownership several times. The current owner and Responsible Party is Honeywell International, Inc. (Honeywell). At the towns request the site was designated a Public Participation Site per the MCP. The Conductorlab Oversight Committee was established to monitor ongoing remediation activities intended to mitigate the chemical releases.

MCP Response Actions have been ongoing at the site since the releases were identified. In 1996, a Class C Response Action Outcome (RAO) was submitted to MassDEP. The RAO was a temporary solution that allowed ongoing remediation work to continue until a condition of No Significant Risk could be achieved. Honeywell, through their consultant and Licensed Site Professional (LSP) Wood Environmental & Infrastructure (WSP), continues to perform response actions at the site to bring it into compliance with the MCP.

Activities in 2025: The Conductorlab Oversight Committee, along with the consultant firm Civil & Environmental Consultants, Inc. (CEC), completed review of a Draft Permanent Solution Statement (PSS) which was prepared by Honeywell/WSP in 2023. The review identified several concerns mostly related to site characterization, indoor air sampling, and emerging contaminants known as Per- and Polyfluoroalkyl Substances (PFAS). The committee provided written comments to Honeywell/WSP expressing these concerns. Honeywell/WSP responded to the committee's comments; however, their response claimed that these concerns, except for PFAS, have been adequately addressed and no further assessment is needed. The committee and CEC disagreed, and their comments have been appended to the Draft PSS. To address PFAS concerns, Honeywell/WSC met with MassDEP to negotiate a sampling program. The committee was not informed of the negotiations or provided input into the sampling plan which was a concern for committee members. Honeywell/WSP initiated PFAS sampling during the spring without advising the committee or providing a copy of the sampling plan. The committee expressed concerns about being shut out of the PFAS sampling planning. To date, three rounds of PFAS sampling have been conducted with the first two round results provided to the committee. PFAS constituents have been identified, but these are not at concentrations that require response actions. Honeywell/WSP intends to complete PFAS sampling, update the Risk Characterization and Draft PSS, and ultimately submit these to MassDEP. No estimated completion date has been provided. Subsequently, Honeywell hopes to sell the property. The committee continues to monitor site activities.

DESTINATION GROTON COMMITTEE

(978) 448-1111

Website: www.destinationgroton.com

DSC Town Website: www.grotonma.gov/destination-groton

Background

Groton has long been recognized for its rich history, extraordinary landscape, and small-town character. Over the years, the arts, culture, fine dining, recreation, education, open space, farming, and hospitality have enhanced Groton's destination reputation. The DGC's Mission is to tell Groton's quintessential New England story and help bring it to life. DGC's Goals include engaging all stakeholders; collaborating; communicating; celebrating; and building civic pride. DGC's Objectives include: conduct public forums; build regional partnerships; promote Groton's many attractions; maintain the Town's quality of life; and contribute to Town revenues.

Organization

The Committee will manage a series of specific communications, marketing, planning, infrastructure, development, event, and finance initiatives by working collaboratively with Town stakeholders and regional partners. DGC members Chair Greg Sheldon, VC Jeff Gordon, Clerk Brian Bolton, Joni Parker-Roach, Heather Puksta, and Karen Tuckerbarisano.

Destination Groton Committee Activities 2025

- Conducted interviews and Scope of Services review for two State One Stop for Growth grants: Rural Development Fund \$50,000 and MA Downtown Initiative \$25,000.
- Hired the engineering firm Standec to conduct Traffic Mobility and Studio InSitu Architects for Vision Planning.
- DGC submitted a Letter of Support to the CPC on behalf of the Historical Commissions request for \$325,000 to repair the Bankroft Castle. LOS for Sustainability Comm's - Groton Climate Change Resolution at Town Meeting.
- Montachusett Regional Planning Commission conducted a series of twelve stakeholder interviews on Vision Plan
- DGC produced four Quarterly Newsletters.
- Presented to Select Board DGC's 2024 Annual Report and DGC's 2025 focus on producing Ten-Year Vision Plan.
- Met with the Commemorations and Celebrations Committee to support Groton's America's 250th programs.
- Published a "Visioning Process" page on our website citing the 24 research and background documents utilized.
- To celebrate the 250th anniversary of Patriot's Day (April 19) DGC secured a Town Lecture Fund grant of \$5,000 to produce a talk by local historian Josh Vollmar; a reenactment Minutemen and Fife and Drum on the Common; and launched the Groton Historical Audio Tour of Fifteen Landmark Sites available on DestinationGroton.com.
- Attended Governor's Annual Tourism Conference and 1st Middlesex Small Town Collaborative monthly meetings.
- DGC interviewed for an open position and appointed Heather Puksta to join the DGC.
- Received MRPC Retail Leakage Report that identified \$77 M. Master Plan consultant FXM identified \$60 M.

- LOS for our MOTT 250th application from Senator John Cronin, State Reps. Scarsdale and Sena, Forge and Vine.
- Conducted a series of (10) Town Committee and Public Engagement “Visioning Forums” around the entire Town.
- Promoted the Jeffrey Boutwell lecture of his book *Boutwell - Radicle Republican and Champion of Democracy*.
- Conducted two Public Surveys to engage public opinion: 2024/25 had 400+ responses (83% support a ten-year effort to secure funding to address infrastructure challenges/economic opportunities; and 2025 160+ to date.
- DGC Participated in GrotonFest with a DGC booth. Engaged residents in the Ten-Year Vision Process.
- Hosted author Donald Ryan lecture at a packed Prescott Community Center on his new book *Colonel William Prescott Heroic Commander of the Battle of Bunker Hill*.
- Attended MRPC/MART Regional Safety Plan (traffic) session.
- DGC attended the Town Spelling Bee and the MOTT Tourism University on zoom.
- Organized a joint application from Prescott CC, the Historical Commission and Destination Groton to the Society of the Cincinnati to install historical markers of Revolutionary War landmarks.
- The DGC won several grants this year: MOTT 250th - \$20,000; Society of the Cincinnati - \$10,950; Groton Trusts - \$5,000; State RDF - \$50,000 and MDI - \$25,000. Total \$110,950.
- The DGC formally met 51 times in 2025 and collectively logged over 3,000 hours on DGC related work.

DIVERSITY, EQUITY AND INCLUSION COMMITTEE

selectboard@grotonma.gov

DEI Committee Charge:

The main goal of the Diversity Equity and Inclusion committee is to recognize and commemorate the diversity of the residents of Groton, past and present. To do so, the committee will examine our town for areas of unequal representation within our public institutions and spaces, both explicit and implicit, while also creating opportunities to celebrate our diversity as a community. The committee will provide research-based observations and recommendations to the Select Board, focus on the education of our residents, and commit to open dialogue and engagement with our residents.

Opportunities for Community Education

Through partnerships with other committees and community initiatives, the DEI committee has sponsored a variety of spaces for ongoing dialogue and engagement for the residents. In partnership with the Groton Historical Society, and the Prescott Community Center, the town's Juneteenth celebration was a success. Juneteenth flags were displayed throughout all areas of town. There was a reading of the Emancipation Proclamation at the Boutwell House, and a list of children's books were displayed at the Prescott Community Center.

In partnership with Lawrence Academy and the Groton Public Library, the committee hosted a Banned Books author, Malinda Lo, on Tuesday, October 12th. Moderated by Fran Stanley, the DEI Committee hosted a discussion that was open to the community on the topic of the Red Scare and Lavendar Scare. Both topics informed the setting of Lo's book, *Last Night at the Telegraph Club*.

In partnership with Lawrence Academy, Groton Public Library, and the Commissioners of Trust, the DEI committee sponsored a community discussion with the descendants of Henrietta Lacks on Martin Luther King Jr. Day, Monday, January 19th. This event was well attended and provided an opportunity for the community to learn about the impact of the HeLa cells and the discrimination endured by the family.

Future Initiatives

The hope for the committee is to build on and encourage engagement for our Juneteenth, Martin Luther King Jr and dialogue about identity through Banned Books authors events. We are looking forward to continuing work with developing a draft of a land acknowledgment and partnering with the Groton Public Library to celebrate National Literacy Month.

Respectfully,
Diversity, Equity, Inclusion Committee

HISTORICAL COMMISSION

The Groton Historical Commission worked on a number of initiatives in 2025 including:

- As a response to the demolition of the historic Prescott House the Commission brought a comprehensive update to the Town's Demolition Delay Bylaw to the Spring Town Meeting. The voters of Groton passed the article and the revised bylaw is now in effect. This represents the most significant revisions to the bylaw in decades, providing additional protection for historic structures in Town.
- Ongoing inventory of historical documents.
- Updates to the MA Historical Commission MACRIS Database regarding historic Groton structures and locations.
- A continued pilot program for Historical Commission endorsed historical markers with a number installed during the year.
- Completed one Community Preservation Act Funded project (preservation study of the Bancroft Castle ruins).
- Two Community Preservation Act funded projects are ongoing (restoration of historical stone mile markers and preservation of the Bancroft Castle runs).
- Ongoing community engagement on historical preservation.

Historical Commissioners as of 12/31/2025

Aubrey Theall, Chair

Michael Danti, Clerk

Joshua Vollmar, Vice Chair

Thomas Horsman

Guy Widmayer

Richard Nason

Amanda Chang

HOUSING PARTNERSHIP

selectboard@grotonma.gov

Role of the Housing Partnership

The Housing Partnership is appointed by the Select Board to advise and support affordable housing initiatives. Since the early 1980s, the Executive Office of Housing and Livable Communities (EOHLC) has envisioned a role for municipal housing partnerships. Housing Partnerships sign off on a municipality's Local Action Units applications to EOHLC.

Housing Partnerships are often the first point of contact for developers interested in pursuing Friendly 40B developments. Groton adopted a Friendly 40B policy in 2017 and the Housing Partnership is an integral part of the Select Board's process for considering Friendly 40B applications.

As the name implies, the Housing Partnership encourages community input and collaboration – working with developers and other town boards to support affordable housing initiatives in the Town.

This year

This Spring, Town Meeting accepted a new Master Plan for Groton.

In the Fall, Town Meeting voted in an overlay district that allows by right multi-family housing (M.G.L. Chapter 40A Section 3A, commonly referred to as “MBTA Communities”). The Housing Partnership closely followed the permitting of 500 Main Street as the first development under this new bylaw. The development obtained a Stormwater Permit from the Earth Removal Stormwater Committee, an Order of Conditions from the Conservation Commission, and a Site Plan Review from the Planning Board. When built, this rental development will have 20 affordables and another 180 market rate units.

Future plans

The Housing Partnership will attend to the Planning Board as it seeks to implement the Master Plan by making certain residential zoning proposals.

The Housing Partnership will attend to expiring uses and any existing ‘at risk’ affordables. Groton Commons’ 34 rental units are due to expire in 2031.

A primary concern is the Sandy Pond Road development. These 9 units of family rentals are owned by the Groton Housing Authority. Although the affordability restriction does not expire until 2036, the development is underwater financially and needs assistance to continue to operate.

Respectfully submitted,

Peter Cunningham, *Chair*

Anna Eliot, *Member*

Jeffrey Wallens, *Member (new to the Housing Partnership as of January 2026!)*

INVASIVE SPECIES COMMITTEE

(978) 448-1111

invasive@grotonma.gov

2025 was a very productive year for the Invasive Species Committee.

Education/Research

- Hosted a garlic mustard pull at Williams barn
- Hosted a lecture on lingering ash by Nicole Keleher, Forest Health Director, MA Dept of Conservation and Recreation
- For the fourth consecutive year, presented invasive and native species instruction to seventh grade science classes at the Groton-Dunstable Regional Middle School. Coordinated with teachers to enhance curriculum on invasive species. Designed and led plant identification activity on school grounds.
- Prepared a new brochure on porcelain berry

Outreach

- Participated in Riverfest in June 2025 - coordinated invasive plant scavenger hunt activity to promote youth education
- Fielded numerous emails from town residents and provided guidance on invasive species identification and control

Invasives Mapping and Control

- Invasive Species Treatments > 60 hours of field work volunteer time:
 - Treated ash trees in Deerhaven development for emerald ash borer
 - Treated Japanese knotweed at the Groton Country Club, the Hayden Rd. extension trail, the Campbell Well Site and at the Petapawag boat launch
 - Treated knotweed and bittersweet at Hayden Rd.
 - Treated phragmites reed in Eliades conservation area, along the Priest Family Conservation Area driveway and along the Nashua River rail trail
 - Treated Japanese barberry and stilt grass in the Town Forest
 - Treated swallowwort in Nipmuck meadows
 - Treated bittersweet in Farmer's and mechanics property behind Hazel Grove
 - Treated Japanese knotweed behind the GELD municipal building
 - Removed barberry in Lawrence woods
 - Removed bittersweet in Fitch Best Woods
 - Treated bittersweet in town property off Olivia way

Members:

- Jonathan Basch (Chair)
- Brian Bettencourt
- Adam Burnett
- Ann Carpenter
- Olin Lathrop
- Ron Strohsahl
- Charlotte Weigel

Figure 1. Knotweed treatment sites along the Nashua river showing restoration of native plants.



Figure 2. Invasive Species Committee table at Riverfest in front of invasive Euonymus bush.



SUSTAINABILITY COMMISSION

(978) 448-1111

Members: Charlotte Weigel (Chair), Ken Horton (Vice Chair) Bruce Easom, Patrick Parker-Roach, Alison Peterson, Ginger Vollmar, Veronica W. O'Donnell (partial year member). As recommended by the Commission, the Selectboard reduced the number of members from 12 to 7 during 2025.

Grants Subcommittee:

- The Commission led applications for and received three grants for the Town of Groton:
 - Worked with Town Manager, GDRSD, the Towns of Ayer, Shirley, and Harvard, the Ayer Shirley Regional School District and the Harvard School District to apply for the Mass Save Municipal Energy Manager grant. Grant for maximum amount requested, \$360,000 was awarded in June 2025 and funds the Municipal Energy Manager position for three years. Andres Correa has been hired and their time is shared among Groton, Harvard, Shirley and Ayer.
 - Worked with Town Manager and GDRSD to apply for DOER's Municipal Energy Technical Assistance grant for energy efficiency measures at GDRHS. Grant awarded for \$15,000
 - Led application for Municipal Decarbonization Roadmap Technical Assistance from DOER. No dollar amount was attached to this grant.
- Participated in meetings with Town Manager, GDRSD, DPW and Andres Correa on Green Communities application in Fall 2025. The application was led by Andres Correa.
- Also facilitated the completion of a Statement of Interest for the Regional School District Decarbonization Grant, and organized a follow up meeting with DOER, GDRSD and Andres Correa to initiate application, due March 2026. GDRSD is leading this application.

Education Subcommittee: We presented the following education events during 2025:

- One event discussing heat pumps, their use and environmental benefits;
- A seminar discussing how to decrease plastics use
- Informational seminar on how Groton can become a climate leader
- A "Lunch-and-Learn" at the Groton Center for seniors concerning the Town's Greenhouse Gas (GHG) Inventory and possible ways to mitigate emissions using heat pumps, electric vehicles and the Climate Resolution

The Commission also hosted an informational booth at Spring and Fall GrotonFest, which featured the Town's electric front-end loader, and Riverfest. Educational events will continue throughout 2026.

Climate Action Group:

- Sponsored a Climate Resolution that was adopted at Spring 2025 Town Meeting. The group conducted extensive outreach on the Resolution in advance of Town meeting to educate residents. Resolution passed by large majority. The Climate Resolution is a requirement for the DOER Climate Leaders Program.
- Members consistently attended GELD Commission monthly meetings throughout the year to weigh in on energy planning issues.
- We kicked off outreach and education in the Specialized Stretch Energy Code,

meeting with the GELD Commission, Planning Board, the GDRHS Environmental Club and the Select Board. The Subcommittee met with the GELD Commission three times to discuss the Specialized Stretch Energy Code and how it may affect GELD's power purchase planning. The Specialized Stretch Energy Code is a requirement for the DOER Climate Leaders Program.

- In November 2025, presented an informational meeting via zoom for interested Groton citizens on the Specialized Stretch Energy Code.

Tire Recycling Group held **two** events and collected **119** tires in 2025. The number of tires collected at each event is decreasing, so this team is planning to hold **only one** event in 2026. The tire recycling program brought in \$40 during 2025, with the money being **placed in the Sustainability Gift Fund**.

Pollinator Garden and Pathway Group: The Pollinator Habitat is fully planted and is in maintenance mode. The Pollinator Pathway was completed in August 2025.

Communications/Social Media Group: During 2024, this subcommittee created a website, SustainableGroton.org, using the MassEnergyize platform. Build-out of the site with more content continued in 2025. HubSpot and our Facebook page were used for continued outreach and communication, along with postings on other Groton-based social media sites and the Groton Herald. The Sustainable Groton Facebook page has continued to be successful and currently has 197 members, 24 of whom are certified, and 16 members who have expressed an interest in becoming a *Sustainability Advocate*. Sustainability Advocates are Groton residents who are active participants in creating sustainable change in our town. The Advocates aid in identifying gaps and areas for improvement in our sustainability efforts and work towards addressing them. By helping share their experiences on sustainability practices, Sustainability Advocates help promote sustainable behaviors and lifestyles where residents live and connect.

Energy Coaching Group: Energy coaching was provided to a total of 11 households during 2025. One new coach was fully trained in 2025

Respectfully submitted,
Charlotte Weigel, Chair

Approved by Groton Sustainability Commission, January 20, 2026



Photo Credit: Steve Lieman

TOWN FOREST COMMITTEE

(978) 448-1111

selectboard@grotonma.gov

The Groton Town Forest is an approximately 511-acre parcel located in West Groton abutting both the Nashua and Squannacook Rivers. It was established in 1922 as a memorial to lives lost in The Great War. The Forest provides a space for multiple uses including trails for walking, biking and XC skiing; birdwatching is popular and hunting is allowed. With special permission, Scouting groups may camp and trail races and mock fox hunts are held each year. The Committee encourages people to reach out with requests for special access. The Forest is also host to many wildlife species and is an essential part of the local ecosystem.

All motorized vehicles *including e-bikes* are prohibited from the Town Forest.

Trails in the Town Forest are maintained by the Trails Committee; no building or clearing of trails including with leaf blowers is allowed.

In 2025, the Committee engaged Tom Ashton of Woodsman Inc., to begin a stewardship planning process. This plan is required by the MA Department of Conservation and Recreation (DCR) according to their lien on the Forest. The effort is funded by a DCR grant supporting forestry through the Massachusetts Forest Stewardship Program (MFSP), which supports and encourages private forest landowners' efforts to manage, enjoy, and care for their land using a long-term goal-oriented approach.

The Committee membership changed in 2025. We would especially like to thank outgoing long-term member John Sheedy for his dedication and service over many years. The Committee submitted a recommendation for a third member to the Town Manager and anticipates an appointment early in 2026.

Leslie H. Row, Chair
Ned Cahoon, Vice Chair

TRAILS COMMITTEE

(978) 448-1111

trails@grotonma.gov

<http://www.grotontrails.org>

The four-year **Nashua Riverwalk project** in the J. Harry Rich State Forest (owned by the Mass Department of Conservation and Recreation, DCR) off Nod Road was completed in December. It was funded by five grants at a total cost of \$75,564 and resulted in a 0.2-mile extension of the John Tinker Accessible Trail along a Nashua River oxbow. It was designed in coordination with DCR and **features four accessible interpretive signs**. Also, a granite curbing wall for safety was built at a **scenic viewing area** and a new **handicap picnic table** was installed.

In Baddacook Woods (New England Forestry Foundation, NEFF) we created a **new trail entrance** on the **Allen's Trail cul-de-sac** and cleared and marked the trail.

In the Wharton Plantation (NEFF) we **replaced a 40-foot bridge** that floated away in extremely high water with a higher 60-foot bridge at the southern end of the beaver pond off Dan Parker Road.

We created a **new trail** on the Groton Conservation Trust's (GCT) **General Field** and municipal land from the Mare Barn to Shirley Road. An existing trail was also extended through a wooded area to connect to the new trail.

New Groton Conservation Commission (GCC) **parcel signs were installed** at the Bixby Conservation Area (CA), the Meadowview CA, the Marsh-Lewis Memorial Grove, and at Noonan Woods.

Geo-textile fabric was installed on three existing pressure-treated wood bridges in the **Gamlin Crystal Spring** area (GCT) and pea stone placed on top. We have found this eliminates risks of people and horses slipping on wet, slimy boards.

Bridges were repaired at the Throne (GCT), Gratuity Brook (GCC), Gamlin Crystal Spring and Hayes Woods (GCT).

We created a new public trail access to Martin's Pond Road from the **Shattuck Well Site**. The trail was marked to Lowell Road and trailhead posts were installed at both ends.

A trail on the **Casella Preserve** (GCC) was re-routed to avoid steep slopes, cleared, and marked.

GTC **chainsawed 152 trees** that had fallen across trails (only by members with approved safety training). **Brush and grass were mowed** and trails widened as needed due to overgrowth.

Distance and directional **signage** was designed, ordered, and installed in various parts of the town.



"Finding your Way in the Throne"
by Kiirja Paananen"

Many new trailhead posts and replacements for decayed ones were installed.

A total of 453 person-hours were expended on the projects described above by committee members and 112 person-hours by volunteers, for a total of 565 person-hours. The GTC maintains a **Groton Trails Network listserv containing over 450 people** who are interested in knowing about our projects and who volunteer to help when they can.

The GTC ported its **interactive map and website** in 2025 to a commercial website support company (Lewis Studios in Dunstable). This provided a more typical user interface and will simplify the Committee's efforts to update, add, and modify content in the future.

An FY25 **Town of Groton CPA** grant was completed this year. It provided for **tools and equipment** needed to build and maintain trails in Groton. The Town electrified its shed on the Town Field behind the Groton Public Library, allowing us to store and maintain the battery-powered tools we purchased.

The GTC met members of the public by staffing booths at the annual **Spring GrotonFest** (May), the annual **Groton Greenway River Festival** at the Petapawag public boat launch on the Nashua River (June), and the **Fall GrotonFest** (September). We also assisted the Squannacook River Runners Club (SqRR) in their operation of the **27th Annual Town Forest Trail Races** (October). Many Groton residents participate in these races. **SqRR makes a donation each year** from the race proceeds that provides a major source of funds for the work of the Trails Committee.

One new member joined the Committee in 2025, Tom Gulick.

Respectfully submitted,

Bob Fournier, **Clerk**

Paul Funch, **Chair**

Britt McKinley, Vice Chair

Tom Gulick

Steve Legge

Josh LoPresti

Richard Lynch

Tom Montilli

Kiirja Paananen

Jim Peregoy

Dan Pierpont



"Scarlett Hill", by Rich Lynch

APPENDIX



Spring Town Meeting Warrant/Minutes

April 26, 2025

Special Town Meeting Warrant/Minutes

June 23, 2025

Fall Town Meeting Warrant/Minutes

October 18, 2025

All Election Results

May 20, 2025 Annual Town Election Results

MINUTES

Warrant, Summary, and Recommendations

TOWN OF GROTON



2025 SPRING TOWN MEETING

**Groton-Dunstable Regional High School Gymnasium
703 Chicopee Row, Groton, Massachusetts 01450**

Beginning Saturday, April 26, 2025 @ 9:00 AM

Attention – Voters and Taxpayers

***THE BUDGET HANDOUT FOR ARTICLE 5 IS AVAILABLE
IN THE BACK OF THE WARRANT***

Introduction to Groton Town Meeting

Voters are familiar with casting ballots in local and state elections, but they have another important civic duty in towns, the Town Meeting.

What is Town Meeting?

The Town Meeting is the legislative body in the town form of government in Massachusetts. Town Meeting is a formal gathering of registered voters who propose, debate and vote on measures. Groton holds at least two Town Meetings per year.

What is a warrant?

The warrant is the official notice to voters that a Town Meeting is scheduled. The warrant includes the date, time, location and a description of each subject to be acted on at Town Meeting. In Groton, the warrant must be posted in two public places 14 days in advance of Town Meeting. In Groton, every household is also notified of the meeting by postcard with a link to the Warrant. “The warrant must contain a sufficient description of what is proposed so as to constitute an adequate warning to all the inhabitants of the town.”¹ “Every action taken at the meeting must be pursuant to some article in the warrant and must be within the scope of such article.”²

How does Town Meeting proceed?

Voters attending Town Meeting must first check in with the clerks and receive an electronic voting handset which is required to vote. The meeting typically acts on the articles in the order that they are printed in the warrant. For each article, a main motion is made and seconded by voters and placed by the moderator on the floor for debate. Permission of the moderator is required to speak. The moderator presides and regulates the proceedings, decides all questions of order, and calls and declares all votes. After debate has ended, the moderator will call for a vote by use of the electronic voting handset. Please see page 3 of this Warrant for a full explanation of how Electronic Voting will work at Town Meeting.

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

² *Id.*

Who can attend?

Town Meeting is open to the public. Only Groton voters are entitled to attend, speak and vote. Non-voters may be required to sit in a separate section. Non-voters may ask the moderator to speak on the topic of the debate.

How long is town meeting?

Town Meeting concludes when all articles on the warrant have been acted upon. Town Meeting may conclude in one session or adjourn for subsequent sessions.

Explanation of a Consent Agenda

A consent agenda is a procedure to group multiple main motions into a single motion for voting. A consent agenda saves time by eliminating the reading of multiple motions and explanations when there are no objections or questions. In Groton, a consent agenda generally consists of articles unanimously supported by the Select Board and Finance Committee. Articles that change by-laws or introduce new spending are typically not included. In this warrant, the Select Board has grouped articles in consent agendas and labeled them for easy reference.

How Consent Agendas Work

As the first step to act on a consent agenda, the moderator will read the titles of the included articles. A voter who wishes to remove an article from the consent agenda for separate debate and vote should state “hold.” The held article will be set aside and acted on after the vote on the consent agenda. After the meeting agrees on the contents of the consent agenda, there will be no debate and the moderator will immediately call for a vote. Every motion included in the consent agenda will either pass or fail as a group. Voters should read the warrant and review the proposed consent agendas to identify articles they wish to remove for separate consideration.

Electronic Voting at Town Meeting



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

Voter Check-In

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

Test Vote

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

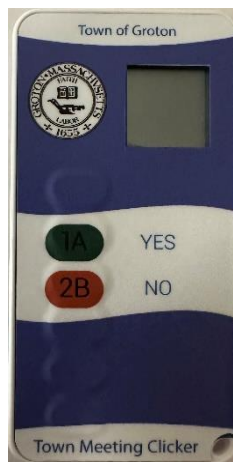
Proxy Voting Prohibited

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

Voting

When the Moderator announces it is time to vote:

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



Handset Display

The display on the handset:

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

Help Desk

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

Handset Return

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



Town Meeting Access for Voters with Disabilities

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

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

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 in the main lobby of the High School.

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

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

SPRING TOWN MEETING WARRANT APRIL 26, 2025

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 Regional High School Gymnasium in said Town on Saturday, the twenty-sixth day of April, 2025 at Nine O'clock in the morning, to consider all business other than the election of Town Officers and on the twentieth day of May, 2025, between the hours of 7:00 A.M. and 8:00 P.M., at an adjourned session thereof at the following locations:

Precinct 1	The Groton Center 163 West Main Street	Precincts 2 & 3 Marion Stoddart Bldg. Gymnasium 344 Main Street
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to give their ballots for:

Vote for One	Board of Assessors	3 Years
Vote for One	Board of Health	3 Years
Vote for Two	Select Board	3 Years
Vote for One	Commissioner of Trust Funds	3 Years
Vote for 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 Two	Planning Board	3 Years
Vote for One	Planning Board	2 Years
Vote for One	Sewer Commission	3 Years
Vote for One	Sewer Commission	1 Year
Vote for Two	Trustees of the Groton Public Library	3 Years
Vote for One	Trustee of the Groton Public Library	1 Year
Vote for One	Water Commission	3 Years
Vote for One	Groton Housing Authority	5 Years
Vote for One	Groton Housing Authority	3 Years

QUESTION 1: Shall the Town of Groton be allowed to assess an additional \$673,250 in real estate and personal property taxes for the purpose of funding the Assessment of the Groton Dunstable Regional School District for the fiscal year beginning July 1, 2025?

Yes ___ No ___

QUESTION 2: Shall the Town of Groton be allowed to assess an additional \$780,904 in real estate and personal property taxes for the purpose of funding six (6) additional Firefighter/EMTs for the Groton Fire Department for the fiscal year beginning July 1, 2025?

Yes ___ No ___

ARTICLES LISTING

			DISPOSITION	
*	Article 1:	Hear Reports	7	Passed
*	Article 2:	Elected Officials Compensation	7	Passed
*	Article 3:	Wage and Classification Schedule	7	Passed
*	Article 4:	Appropriate FY 2026 Contribution to the OPEB Trust Fund	8	Passed
	Article 5:	Fiscal Year 2026 Annual Operating Budget	8	Passed
	Motion 14	Override to Fund GDRSD		Passed
	Motion 15	Override to Fund 6 Additional Firefighter/EMT's		Passed
	Article 6:	Fiscal Year 2026 Capital Budget	8	Passed
	Article 7:	Community Preservation Funding Accounts	12	Passed
**	Article 8:	Community Preservation Funding Recommendations	13	Passed
	Article 9:	Proposed Amendments to the Groton Charter	16	Failed
	Article 10:	Amend Chapter 81 "Town Meetings" of the Code of the Town of Groton	16	Passed
	Article 11:	Disposition of Town Owned Land on Hoyts Wharf Road	17	Failed
	Article 12:	Amend Chapter 125 "Demolition Delay" of the Code of the Town of Groton	17	Passed
	Article 13:	Adopt Resolution – Reduce Statewide Greenhouse Gas Emissions	22	Passed
	Article 14:	Amend Flood Plain Zoning District	23	Passed
	Article 15:	Endorse Master Plan	27	Passed
	Article 16:	MBTA Communities Multi-Family Overlay District (MCMOD)	27	Passed
	Article 17:	Accessory Dwelling Unit Amendments	32	Passed
	Article 18:	Accept Monarch Path as a Town Way	33	Passed
***	Article 19:	Funding For Destination Groton Committee	33	Passed
***	Article 20:	Transfer Within the Water Enterprise Fund	34	Passed
***	Article 21:	Transfer Within the Sewer Enterprise Fund	34	Passed
***	Article 22:	Transfer Within Four Corner Sewer Enterprise Fund	34	Passed
***	Article 23:	Prior Year Bills	35	Passed
***	Article 24:	Appropriate Funding to Offset Snow and Ice Deficit	35	Passed
***	Article 25:	Debt Service for the Middle School Track	35	Passed
***	Article 26:	Transfer Bond Proceeds	36	Passed
***	Article 27:	Establishing Limits for Various Revolving Funds	36	Passed
***	Article 28:	Funding For the Repair of the Town Hall Sprinkler System	37	Passed
		Budget Report of the Town Manager and Finance Committee to Town Meeting	39	
		Fiscal Year 2026 Revenue Estimates	50	
		Fiscal Year 2026 Tax Levy Calculations	51	
		Appendix A – Fiscal Year 2026 Proposed Operating Budget	52	
		Appendix B – Fiscal Year 2026 Wage and Classification Schedule	70	
		Appendix C – Proposed Groton Charter with Track Changes	73	
		Appendix D – Chapter 125 – Demolition Delay – With Track Changes	100	

*Will be presented as one Consent Motion

**CPA Funding Recommendations will be presented as One Consent Motion

***Annual Consent Agenda. To be presented as one Motion

2025 SPRING TOWN MEETING OFFICIALS

MEETING DATE – APRIL 26, 2025

Town Moderator:

Jason Kauppi

Deputy Moderator:

Ed McNierney

Board of Selectmen:

Alison Manugian, Chair
Becky Pine, Vice-Chair
Peter Cunningham, Clerk
Matt Pisani
John R. Reilly

Finance Committee:

Bud Robertson, Chair
Mary Linskey, Vice Chair
Gary Green
Scott Whitefield
David Manugian
Michael Sulprizio
Kristina Lengyel

Town Manager:

Mark W. Haddad
Kara Cruikshank, Executive Assistant

Town Clerk:

Dawn Dunbar

Proceedings:

The meeting was called to order at 9:05 AM on April 26, 2025 at the Groton-Dunstable High School Gymnasium. Moderator Jason Kauppi presided.

Announcements:

The Moderator made some announcements relative to how Town Meeting operates, reviewed the warrant, the consent motions contained within the warrant.

The Moderator asked for unanimous consent to appoint the Deputy Moderator, Edward McNierney for a one-year term. There was no objection to this appointment and the Town Clerk swore in Mr. McNierney.

There were 446 voters present as of 9:15 AM. There were 532 voters present as of 9:40 AM.

The Moderator reviewed instructions for the use of the electronic voting handsets. A test of the handsets was conducted.

The Moderator called for a moment of silence. The Meeting took the Pledge of Allegiance.

MOTION – Limit Debate

MOVER: Michelle Collette

I move that debate during this town meeting be limited to three minutes for each speaker, with the exception of the main proponent and opponent of each article, and at the discretion of the Moderator.

A MOTION WAS MADE BY MICHELLE COLLETTE AND SECONDED TO LIMIT DEBATE.

Quantum of Town Meeting Vote: 2/3s Majority

Vote on Motion to Limit Debate: Yes – 345; No – 33; Motion Passed by 2/3s Majority Vote

The timekeeper was Mr. Bob Garside. The Moderator determined that the warrant was duly posted and entertained a motion to waive the reading of the warrant.

A MOTION WAS MADE AND SECONDED TO WAIVE THE READING OF THE WARRANT.

Quantum of Town Meeting Vote: Majority

Vote on Motion to Waive the Reading of the Warrant: Yes – 357; No – 71; Motion Passed by Majority Vote

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: Recommended Unanimously

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

Article 2: Elected Officials Compensation

To see if the Town will vote to set the compensation for the elected officials of the Town for the ensuing year, or to take any other action relative thereto.

Town Manager

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *To provide compensation for elected officials as proposed by the Town Manager. The Town Moderator is proposed to receive a salary of \$1,000 in FY 2026.*

Article 3: Wage and Classification Schedule

To see if the Town will vote to amend and adopt for Fiscal Year 2026 the Town of Groton Wage and Classification schedule as shown in Appendix B of this Warrant, or to take any other action relative thereto.

Select Board

Town Manager

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *The purpose of this Article is to set the wage and classification schedule for the three (3) employees (Executive Assistant to the Town Manager, Human Resources Director and IT Director) covered by the Personnel Bylaw. Under the policy of the Select Board, these employees receive the same benefits as contained in the Town Supervisors' Union Contract. These employees will receive a three (3%) percent cost-of-living adjustment in Fiscal Year 2026.*

Article 4: Appropriate FY 2026 Contribution to the OPEB Trust 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 expended by the Town Manager, to be added to the Other Post-Employment Benefits Liability Trust Fund as authorized by Chapter 32B, Section 20, of the Massachusetts General Laws, or to take any other action relative thereto.

Select Board

Town Manager

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

Summary: *The purpose of this article is to fund the Town’s OPEB Liability. The Select Board and Finance Committee have adopted a funding policy for this purpose. One of the funding goals is to commit to an annual appropriation to the Trust that would keep the Net Present Value Liability from growing until such time as the Town can begin to pay down the liability. In Fiscal Year 2026, the anticipated amount necessary for this purpose is estimated to be \$200,000. This Article will seek an appropriation of \$200,000 from Free Cash to add to the OPEB Liability Trust Fund.*

The Deputy Moderator chaired the meeting through this motion.

CONSENT MOTION #1 – Articles 1 through 4

Mover: Peter Cunningham

MOTION: I move that the Town vote to combine for consideration Articles 1, 2, 3 and 4 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.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY PETER CUNNINGHAM AND SECONDED.

The Chair read the name of each article.

DEBATE: There were no holds and no debate.

Quantum of Town Meeting Vote: Majority

Vote on Consent Motion #1 for Articles 1-4: Yes – 426; No - 49; Motion Passed by Majority Vote

Article 5: *Fiscal Year 2026 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 (2026), and act upon the budget of the Finance Committee, or to take any other action relative thereto.

Finance Committee
Select Board
Town Manager

Select Board: *Recommended Unanimously (Balanced Budget)-See Report for Override Information*
Finance Committee: *Recommended Unanimously (Balanced Budget)-See Report for Override Information*

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 January 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: Bud Robertson

MOTION: I move that Two Million Five Hundred Sixty-Five Thousand Eight Hundred Thirty-Five Dollars (\$2,565,835) be hereby appropriated for General Government as represented by lines 1000 through 1182 as shown in the Town Meeting Information Handout for this Meeting, each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$21,412 be transferred from the Excess and Deficiency Fund (Free Cash), and the sum of \$2,544,423 be raised from the Fiscal Year 2026 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY BUD ROBERTSON AND SECONDED.

DEBATE: Mr. Robertson provided a budget presentation. A resident asked if the Town Manager’s salary was in line with other communities, why there was such a large increase in health insurance, and if there was an RFP process for health insurance and when that was done. Mr. Haddad said that the health insurance costs went up primarily due to weight loss drugs and the Town went out to bid on health insurance changes last year. Ms. Pine said that when they negotiated with the Town Manager, they looked at comp towns for negotiation purposes and thought it his salary was a reasonable amount. A resident asked how a COLA of 3% was determined and asked how the increases were awarded. Mr. Robertson said the COLA was based on inflation adding social security had gone up more in past years even though it was down this year. Mr. Haddad said that COLAs were not based on merit but a 3% increase to the salary. Mr. Robertson said that comparable towns were looked at prior to negotiations began adding it was not out of line.

Quantum of Town Meeting Vote: Majority

Vote on Article 5 Motion #1: Yes – 410; No - 127; Motion Passed by Majority Vote

CONSENT MOTION #2 – Motions 2-13

Mover: Bud Robertson

MOTION: I move that the Town take affirmative action on Motion 2 through Motion 13, under Article 5, as set forth in the Town Meeting Information Handout for this Meeting, without debate and in accordance with the action proposed under each motion, provided, however, that if any voter requests the right to debate a specific budget motion, then said motion shall be debated and voted upon separately.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY BUD ROBERTSON AND SECONDED.

The Chair read the name of each article.

Motions 9, 10, 11 were held.

DEBATE: There was no debate on the remainder of the consent agenda motions.

Quantum of Town Meeting Vote: Majority

Vote on Consent Motion #2; Article 5 Motions 1-8; 12 and 13: Yes – 441; No - 71; Motion Passed by Majority Vote

MOTION 9: Water Enterprise

MOTION: I move that Two Million Fifty Thousand Four Hundred Eighty-Five Dollars (\$2,050,485) 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 as shown in the Town Meeting Information Handout for this Meeting, each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$1,815,890 be appropriated from Water Rates and Fees, the sum of \$86,057 be hereby transferred from Water Enterprise Excess and Deficiency, and the sum of \$148,538 in the Town’s General Fund Operating Budget be raised and appropriated to be allocated to the Water Enterprise for FY 2026.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY BUD ROBERTSON AND SECONDED.

DEBATE: Mr. Hersh said that the GELD motion language was different than the other enterprise funds in how the money was to be used for the exclusive use. He said he would like to see an accounting of money used vs. money brought in. Mr. Haddad said that during the budget process, the enterprise funds had to show that the money coming in was enough to cover their anticipated expenses. Mr. Haddad said that all enterprise funds were self-funded.

Quantum of Town Meeting Vote: Majority

Vote on Motion #9 – Water Enterprise Fund: Yes – 450; No - 46; Motion Passed by Majority Vote

MOTION 10: Sewer Enterprise

MOTION: I move that Nine Hundred Seventy-Six Thousand Four Hundred Seventy-Five Dollars (\$976,475) be appropriated to be spent by the Groton Sewer Commission 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 as shown in the Town Meeting Information Handout for this Meeting, each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$858,764 be appropriated from Sewer Rates and Fees, the sum of \$85,793 be hereby transferred from Sewer Enterprise Excess and Deficiency, and the sum of \$31,918 be raised and appropriated in the General Fund Operating Budget to be allocated to the Sewer Enterprise for Fiscal Year 2026.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY BUD ROBERTSON AND SECONDED.

DEBATE: There was no debate.

Quantum of Town Meeting Vote: Majority

Vote on Motion #10 – Sewer Enterprise: Yes – 451; No - 55; Motion Passed by Majority Vote

MOTION 11: Four Corners Sewer Enterprise

MOTION: I move that Three Hundred Ten Thousand Eight Hundred Twelve Dollars (\$310,812) be hereby appropriated to be spent by the Groton Sewer Commission for the Fiscal Year 2026 Budget for the Four Corners Sewer Enterprise as shown in the Town Meeting Information Handout for this Meeting, each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$286,142 be appropriated from Four Corners Sewer Rates and Fees, the sum of \$21,150 be hereby transferred from Four Corners Sewer Enterprise Excess and Deficiency, and the sum of \$3,520 be raised and appropriated in the General Fund Operating Budget to be allocated to the Four Corners Sewer Enterprise for Fiscal Year 2026.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY BUD ROBERTSON AND SECONDED.

DEBATE: Mr. Brown asked for confirmation that there was no expansion to this sewer line planned within this budget. Mr. Haddad said that was correct.

Quantum of Town Meeting Vote: Majority

Vote on Motion #11 – Four Corners Sewer Enterprise: Yes – 442; No - 49; Motion Passed by Majority Vote

MOTION 14: I move that, in addition to the amount appropriated under lines 1410 through 1414 for the Groton Dunstable Regional School District, that the Town vote to raise from the Fiscal Year 2026 Tax Levy an additional \$673,250 to be added to Line Item 1410 “Operating Expenses”, contingent upon passage of a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g).

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY BUD ROBERTSON AND SECONDED.

DEBATE: Mr. Roberston made a brief presentation. Dr. Geoff Bruno, Superintendent made a budget presentation.

Mr. Paul Fitzgerald said that he wanted to take a look at the next 6 years of anticipated overrides adding this would not be the only year. He said if that happens, taxes would go up 46% over that time adding residents could not absorb those increases. He said times were tight and as much as they would like to support the schools and fire department, they just didn’t have the money. He said that they State has heard the Town’s cries for help and is increasing Chapter 70 and money to regional school districts. He said that even though a 3% COLA was negotiated with the teachers, there were also steps, lanes, longevity and other stipends included in their wages. He said the District spent too much money on their collective bargaining agreements. He also pointed out that the operational audit had not been completed yet and didn’t know what that was going to show. He asked folks to vote no on the override for the good of those that can’t afford it.

Ms. Lacey McCabe, Chair of School Committee from Dunstable, was allowed by the voters to speak. She said that the budget before them was a level service budget that was not adding any positions that had been cut over the past couple of years. She talked about the fact that the Commonwealth had not been keeping up with rising costs. She said the proposed budget would keep services level as they work to advocate with their fellow communities to see the state change their funding formula. She mentioned that the audit was ongoing adding the community would have time for input. She said that they were asking the community for help to fund their budget and meet the needs of the students.

Mr. Brown, Pacer Way said that this was an unprecedented time in our country and folks were looking at their own budgets and possibly selling their homes. He said if he as an empty nester were to sell his home, a young family

would most likely move in which increases school costs. He said that this was the time to tighten their belts. Mr. Burnett, Gratuity Road asked if other cities and towns were seeing an overall increase in state aid vs. what Groton was receiving. He also asked if voting no would increase their pressure on the state. He asked if the COLA of 3% was negotiable at this point. Mr. Haddad said that defeating the override would have no impact on pressuring the State. He said that the COLA's were negotiated at 9% over 3 years with a 5% concession on health insurance adding that communities across the state saw teachers strike to get more in COLA's. Dr. Bruno said that there were some towns that rely more heavily on state subsidiary that had received more over the past 5 years in Chapter 70.

Mr. Hersh said the Superintendent mentioned a decrease in teachers which was more than what the School Committee had mentioned which seemed suspicious. He also mentioned he had heard that the Assistant Superintendent position may not be needed and should be looked at. Ms. McCabe said that she provided Mr. Hersh's wife with a breakdown of positions cut over the past few years which was not provided today. She said it was 18 teachers, 5 guidance counselors and others that totaled about 30 employees. Mr. Robertson said that if they don't get the government to help them out, future years will be a problem but that it was something they were working on. He said that the bottom line here was the future of their kids and their success which had an effect on their own futures.

Mr. Sheldon pointed out that there was a major effort led by Representative Scarsdale to get the funding increased from the State. He said they owed it to their children to support them and their needs. He asked for support of the override. Mr. Michael Manugian said that their house values were going up because people wanted to move to Groton. He said that his children and grandkids were his most important investment and supported the school override. Mr. Greg Baran said that his property taxes were half of his social security adding he couldn't afford to retire. He said that the override requests were not planned to stop. He said that more money didn't mean a better education. A resident from Old Dunstable Road asked people to do the right thing by voting in favor of providing an education they deserve. He said their children are the future adding he didn't have children or grandchildren in the district but would be voting in favor of this. A resident from the group Raising Groton said she was advocating for a yes vote on this question. Ms. Mary Jennings said she was speaking in behalf of Seniors for Our Schools seeking to strengthen their schools. She said that more cuts would mean that 40 positions would be cut over a 2-year period or an 11% cut. She asked for voters to support the override here and at the ballot. A resident said that their children were a vulnerable population who could not choose where they live or have a say in this matter. She pointed out the mental health crisis facing their children today and urged voters to support the override. Ms. McNamara from Riverbend Dr, asked if there were planned overrides in following years if this passed. Mr. Haddad said that the 5-year projection called for an override over the next 5 years but couldn't tell them there would not be overrides asked for. He said in his 17 budget cycles in Groton, they have worked to only request 3 overrides. Mr. Giovanni, a pediatrician, said he has seen an increase in the need to communicate with the schools over rising behavioral health issues and self-harm and urged voters to support the override. Ms. Fay Raynor read a statement from one of their students who wanted to be heard. Ms. Barbara Rich of Mill Street said she didn't doubt that everyone cared for the school system but thought that the kids who learned differently were the ones that would be affected the most.

A motion was made to move the question.

Quantum of Town Meeting Vote: 2/3s Majority

Vote on Motion to Move the Question: Yes – 440; No - 71; Motion Passed by 2/3s Majority Vote

Vote on Main Motion Under Article 5 Motion #14:

Quantum of Town Meeting Vote: Majority

Vote on Main Motion - Article 5 Motion #14: Yes – 325; No - 200; Motion Passed by Majority Vote

MOTION 15: I move that in addition to the amounts appropriated under Line Items 1300 through 1372 for Protection of Persons and Property and Line Item 3010 for Employee Benefits, that the Town vote to raise from the Fiscal Year 2026 Tax Levy an additional \$630,904 in order to add \$446,704 to Line Item 1311 "Fire Department Wages", \$34,200 to Line Item 1312 "Fire Department Expenses", and \$150,000 to Line Item 3010 "Health Insurance/Employee Expenses", for the purpose of funding six (6) additional Firefighter/EMTs for the Groton Fire

Department, contingent upon passage of a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g).

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY BUD ROBERTSON AND SECONDED.

DEBATE: Mr. Robertson provided what the tax override impact would be for a home valued at \$707K. Fire Chief Art Cheeks provided a presentation on the addition of 6 full time firefighter/EMT's. Mr. Paul Fitzgerald said the closing of Nashoba Hospital was the narrative in the beginning and why more people were needed. He said when they found out a new emergency facility was coming, the narrative shifted. He said the narrative is heavy on fear and the data thin. Mr. Fitzgerald added that he had asked the Town Manager to propose cuts to fund the firefighters, but that Mr. Haddad had denied his request.

Mr. Fitzgerald made a motion to amend the main motion by deleting the words “contingent upon passage of a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g)”. The motion to amend was seconded.

Mr. Haddad said that the Finance Committee provided budget guidance adding this was an expansion of services and why the override was requested. He said he was not going to pit departments against each other by proposing cuts as requested by Mr. Fitzgerald. Mr. Haddad urged voters to vote against this amended motion. Mr. Hurley from Lost Lake Drive asked Chief Cheeks if they could hire from within their existing call department. Chief Cheeks said that they always look to hire from within. Mr. Giovanni that said they were humans and needed insurance by means of our EMT's. A resident said that this was always a risk cost analysis. He asked about reciprocity with neighboring towns. Chief Cheeks said that they were in constant contact with neighboring towns but that they were facing the same issues as Groton. Ms. Collette said she was speaking as an individual and not in her elected/appointed roles. She said it came down to your family member with an emergency, an accident or your home or fire, and the expectation that your emergency services be responded to in a timely manner. She urged voters to support this here and at the ballot. Mr. Hersh asked how many times we called upon mutual aid over the past few years. Chief Cheeks said that between January and April 5th, they had 100 incidents of mutual aid requests, including fire and EMS. He said that Groton had been requested to provide mutual aid to other towns 30 times during that same time period. Mr. Hersh asked about cross training other employees such as the police officers. Chief Cheeks said that the Police Officers were first responders but that their scope was limited and would need to go back to school to train. He said that would take them out of their roles as police officers. A resident said he had sympathy for the fire department as an older elder but thought the solution to fund both the fire department and schools was to rob Peter to pay Paul.

A resident thought the amended motion was outside the scope of the warrant article and requested that it be removed. The Moderator said that after conferring with Town Counsel, the ruling of the Chair stood as being within the scope of the article as printed.

Mr. Olin Lathrop moved the amendment and main motion. The Motion was seconded.

Quantum of Town Meeting Vote: 2/3s Majority

Vote on Motion to Move the Question: Yes – 351; No - 30; Motion Passed by 2/3s Majority Vote

Quantum of Town Meeting Vote: Majority

Vote on Motion to Amend Article 5 Motion #15 by deleting the words “contingent upon passage of a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g)”.::

Yes – 130; No - 237; Motion Failed by Majority Vote

Vote on Main Motion under Article #5 Motion #15.

Quantum of Town Meeting Vote: Majority

Vote on Main Motion Article 5 Motion #15: Yes – 241; No - 137; Motion Passed by Majority Vote

Article 6: Fiscal Year 2026 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 in Fiscal Year 2025 and thereafter, for the purpose of funding the Fiscal Year 2026 Capital Budget, or to take any other action relative thereto.

Town Manager

Summary: *The following is the proposed Town Manager's Capital Budget for Fiscal Year 2026:*

Item #1 – Pick-Up Truck **\$75,000** **Highway**

Summary: *This is a scheduled replacement. The average life of a pick-up truck is approximately 7 years. By replacing one vehicle every couple of years, this will allow the fleet to stay in good shape. They are front line pick-ups used for day-to-day operations as well as snow plowing.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #2 – Excavator **\$200,000** **Highway**

Summary: *This piece of equipment has turned out to be a tremendous time saver for the Department. The versatility from digging, tree pruning, log splitting and grapple work, setting curb and loading debris is outstanding. Trading in the machine a little sooner rather than later will retain its trade value tremendously.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

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

Summary: *This item in the Capital Budget was established over ten years ago and has been very successful. In Fiscal Year 2026, the following items will be purchased/upgraded with this allocation: 10 replacement computers; Replace aging servers and storage arrays; Investment to expand the network and keep equipment and maintenance costs current; Network switch upgrades and increased wireless coverage; and Improve door lock and security system maintenance.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #4 – Municipal Building Exterior Repairs **\$50,000** **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 all municipal building infrastructure. Priorities continue to change when it comes to the minor repairs and upgrades in the municipal buildings. With a set line item which is separate from minor capital, the decision making can be flexible and change priorities instead of just doing it because it is on a list. Furnaces, a/c units, flooring and painting are some of the small items this capital program could handle with the flexibility provided.*

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Item #5 – Fork Lift/Mini Loader **\$125,000** **Transfer Station**

Summary: *This is a vital piece of equipment at the Transfer Station. It is used to load the two balers located at the facility. In addition, it is used to move the various recyclables around the facility. This piece of equipment is a work horse and this should be considered a scheduled replacement.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #6 – Repaint Library Interior **\$50,000** **Library**

Summary: *The Library needs a color refresh. The original paint, applied over 25 years ago, shows wear and tear throughout, and is also an outdated color scheme. By repainting the ceilings, walls, door jams, and interior window trim, and updating the color scheme of the three-story, 17,000 sq. ft. building, space can be revitalized to create a more modern but still warm, welcoming, and inviting interior to complement the other large-scale improvements made since 1999. This investment will not only enhance all public space as a whole but will be in keeping with the library's continued adaptation of services and resources to meet the community's ever evolving wants and needs. To reduce the disruption to our patrons and staff, this will be the first year of a two-year phased painting project.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #7 – Property Improvements **\$25,000** **Park Department**

Summary: *The Park Commission has been working over the past several years developing a strategy to address deficiencies in the various Park Department Properties located throughout Groton. Since FY 2015, the Town has appropriated \$25,000 each year so that the Park Commission can develop a capital improvement program that will allow them to keep the various park locations in good shape and avoid a major construction project.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #8 – Police Cruiser/Motorcycle **\$91,010** **Police Department**

Summary: *Purchase of a police cruiser and motorcycle, and related equipment for replacement of vehicles that are no longer cost effective to maintain. This allows for less mileage per year, better maintenance scheduling, assignment of cars to officers and for a programmed replacement schedule that ensures line cars are rotated out at reasonable mileage and wear. Unmarked cars are rotated in the same fashion. The Town had leased a motorcycle in the past on a revolving three year basis. In an effort to save money, this year the Town will purchase a motorcycle to extend the life of the vehicle to five or more years.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #9 – Command Vehicle **\$73,718** **Police Department**

Summary: *There are two command vehicles within the Police Department; one for the Chief and one for the Deputy Chief. This year, the Deputy Chief's command vehicle will be replaced. This should be considered a scheduled replacement.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Repaint Library Interior	\$ 50,000	Library
Property Improvements	\$ 25,000	Park Department
Police Cruiser/Motorcycle	\$ 91,010	Police Department
Command Vehicle	\$ 73,718	Police Department
Parking Lights/Building Lighting	\$ 12,000	Police Department
Electronic Control Device – “Tasers”	\$ 10,500	Police Department
Portable Light Tower	\$ 14,000	Police Department
Search and Rescue Drone	\$ 14,000	Police Department
Golf Carts	\$ 25,553	Country Club
Ventrac Attachments	\$ 10,918	Country Club
Greens Equipment – Truckster XD	\$ 14,736	Country Club
Greens Equipment – Greens Mower	\$ 10,000	Country Club
PFAS Free Structural FF Gear	<u>\$ 80,000</u>	Fire and EMS
Total	\$921,435	

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY MATT PISANI AND SECONDED.

DEBATE: Mr. Brown said that they were now at the point in the meeting where they should consider giving up some of these items and was prepared to offer a motion.

Mr. Brown moved to strike from the main motion:

- Excavator \$200,000
- Fork lift \$125,000
- Police cruiser/motorcycle "91,010

and to reduce the amount transferred from the Fire and Emergency Medical Services Receipts Reserve to \$0 (zero dollars) and to reduce the amount transferred from the Capital Stabilization Found to \$505,425 (five hundred five thousand, four hundred, twenty-five dollars). The motion to amend was seconded.

Mr. Brown provided his rationale for the reduction. Mr. Haddad said that the Capital Budget comes from one-time revenues and didn't have any impact on the operating budget. He said as an example that the Excavator was shared with the Light Department to which they were contributing. Mr. Delaney said that he keeps his operating budget fairly level but thought it was important to upgrade their capital equipment instead of throwing money at old machines. Chief Luth explained the need for his capital equipment. Mr. Barringer said that Mr. Delaney's department had always done a great job with saving the Town money and asked voters to support the capital budget as is.

The Chair re-read the motion to amend.

Quantum of Town Meeting Vote: Majority

Vote on Motion to Amend Article 6: Yes – 55; No - 155; Motion Failed by Majority Vote

Vote on Main Motion.

Quantum of Town Meeting Vote: Majority

Vote on Main Motion under Article 6: Yes – 169; No - 39; Motion Passed by Majority Vote

A motion was made by Ms. Pine to continue this meeting to Monday night, April 28, 2025 at 7:00 PM here at the High School Gymnasium. The motion was seconded.

Quantum of Town Meeting Vote: Majority

Vote on Motion to Adjourn to a Time Certain: Yes – 139; No - 47; Motion Passed by Majority Vote

The Moderator called the Second Night of the 2025 Spring Town Meeting to order at 7:00 PM on Monday, April 28, 2025. The Moderator performed a test of the electronic handsets.

127 Voters were present as of 7:02 PM.

Article 7: 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:	\$ 29,000
Open Space Reserve:	\$113,241
Historic Resource Reserve:	\$113,241
Community Housing Reserve:	\$113,241
Unallocated Reserve:	\$763,687

or to take any other action relative thereto.

Community Preservation Committee

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Community Preservation Committee: Recommended Unanimously

Summary: *This is an accounting procedure that is necessary so that the Community Preservation Committee will have access to the funds raised during Fiscal Year 2026. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.*

Article 7: Community Preservation Funding Accounts

Mover: Bruce Easom

MOTION: I move that the following sums be appropriated from the Community Preservation Fund and allocated to the following sub accounts:

CPC Operating Expenses:	\$ 29,000
Open Space Reserve:	\$113,241
Historic Resource Reserve:	\$113,241
Community Housing Reserve:	\$113,241
Unallocated Reserve:	\$763,687

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY BRUCE EASOM AND SECONDED.

DEBATE: Mr. Easom explained what these allocations meant. There was no debate.

Quantum of Town Meeting Vote: Majority

Vote on Article 7: Yes – 125; No - 9; Motion Passed by Majority Vote

Article 8: 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 2026, and vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the Massachusetts General Laws, and by authorizing the Select Board, with the approval of the Community Preservation Committee, to acquire, by purchase, gift or eminent domain, such real property interests in the name of the Town, or enforceable by the Town, including real property interests in the form of permanent affordable housing restrictions and historical preservation restrictions that will meet the requirements of Chapter 184 of the Massachusetts General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

CPC Proposal A: West Groton Rail Trail \$70,000

Summary: *The West Groton Rail Trail Committee is requesting \$70,000 to initiate the legal process of securing the rights to a section of rail line (from the river bordering Ayer to Mile Post B41.10 which is about 0.4 miles north of Hollingsworth and Vose) from the MBTA, as well as funding the related environmental filings. To Fund this Project, \$4,000 will come from the Open Space Reserve and \$66,000 to come from the Unallocated Reserve.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended (6 In Favor, 1 Abstained – Barringer)

CPC Proposal B: Conservation Fund – FY 2026 \$200,000

Summary: *The Conservation Commission is requesting \$200,000 to be added to Groton’s Conservation Fund to help preserve land for open space, agricultural recreation, and forestry activities, as well as to protect water resources and wildlife habitat. The Conservation Fund allows the Town to act swiftly when a priority parcel becomes available. In the past, the Conservation Fund has been used to purchase conservation restrictions, agricultural preservation restrictions, and fee ownership of conservation land within Groton. To Fund this Project, \$140,000 will come from the Open Space Reserve and \$60,000 to come from the Unallocated Reserve.*

Select Board: Recommended (4 In Favor, 1 Against – Manugian)
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended (6 In Favor, 1 Abstained – Barringer)

CPC Proposal C: FY 2026 Housing Funds Request \$200,000

Summary: *The Affordable Housing Trust (AHT) is requesting \$200,000 from the Community Housing Reserve in order to continue its work of creating and supporting Affordable Housing in Groton. This money will allow the AHT to respond swiftly if suitable property for Affordable Housing becomes available on the market. Community Housing Funds can be used to acquire, create, support, rehabilitate and/or restore affordable housing if acquired or created with CPA funds. The full amount to be paid from the Community Housing Reserve.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended (6 In Favor, 1 Abstained – Barringer)

CPC Proposal D: Cow Pond Brook Fields Improvements \$100,000

Summary: *The Town Manager’s Office and Park Commission are requesting \$100,000 to conduct an existing condition review for the large area owned by the Town of Groton along Cow Pond Brook Road which is currently used by athletic groups and residents for recreation. The funding will also support the development of a schematic design*

for the space, including preliminary permitting discussions, as well as the completion of 50% of the design development. The full amount to be paid from the Unallocated Reserve.

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended (6 In Favor, 1 Abstained – Barringer)

CPC Proposal E: Housing Coordinator – FY 2026 \$63,402

Summary: *This application is requesting \$63,402 in CPA funding from the Community Housing category to fund the wages and benefits of the Housing Coordinator position for the Town of Groton (25-hours/week). The full amount to be paid from the Community Housing Reserve.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended (6 In Favor, 1 Abstained – Barringer)

CPC Proposal F: Bancroft Castle Preservation \$153,000

Summary: *The Groton Historic Commission is requesting \$153,000 to implement the restoration work recommended in the previously funded Phase 1 engineering analysis. This funding will help preserve the Bancroft Castle structure, and help to address public safety hazards for visitors. The full amount to be paid from the Historic Reserve.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended (6 In Favor, 1 Abstained – Barringer)

CPC Proposal G: Prescott Community Center \$70,000

Summary: *The Friends of Prescott and Town Manager’s Office are requesting \$135,000 to restore elements of the building. The proposed work includes refurbishing wall materials, removing failing suspended ceilings and replacing them with a new, period-appropriate tin ceiling system, eliminating suspended tubular fluorescent lighting, and replacing it with new period appropriate yet energy efficient lighting, removing carpeting and restoring the hardwood flooring, and replacing the front doors with custom-designed doors to match the building’s historical style. The CPC has voted to partially fund the project with \$70,000 from the Historic Reserve.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended (6 In Favor, 1 Abstained – Barringer)

CPC Proposal H: Cow Pond Baseball Improvements \$84,330

Summary: *The Groton Dunstable Youth Baseball League with the support of the Park Commission, is requesting \$84,330 to remodel eight dugouts, remodel four batting cages, and rebuild the pitching mounds on all four baseball fields at the Cow Pond Brook Fields. The full amount to be paid from the Unallocated Reserve.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended (6 In Favor, 1 Abstained – Barringer)

CPC Proposal I: Town Field Improvements \$352,963

Summary: *The Town Manager’s Office and Park Commission are requesting \$378,963 to renovate the major league baseball diamond at Town Field. This project builds on the previously funded design study and will renovate the infield, place new backstops, place the players benches on concrete pads and landscape the outfield. The CPC has voted to partially fund the project with \$352,963 from the Unallocated Reserve.*

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

CPC Proposal J: Curatorial Storage \$62,675

Summary: *The Groton Historical Society is requesting \$62,675 to improve storage conditions on the third floor of the Boutwell House, where approximately 30% of the GHS’s collection of historic objects are housed. The project will include minor conservation of items, repairs to the walls and ceilings, installation of storage shelving, and the addition of mechanical ventilation to reduce extreme summer temperatures. The full amount to be paid from the Historic Reserve.*

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

CPC Proposal K: Williams Barn Restoration \$158,972

Summary: *The Williams Barn Committee is requesting \$158,972 for renovations to the 185-year-old historic barn structure. The work will include repairing a section of the foundation wall, replacing sills, the gable end fascia, and soffit boards, replacing two cracked support beams, and adding handrails to improve safety for all. The full amount to be paid from the Historic Reserve.*

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

Community Preservation Committee

Article 8: CPA Funding Recommendations Mover: Carolyn Perkins

CONSENT MOTION #3 - CPA Funding Recommendations

I move that the Town take affirmative action on Motion 1 through Motion 11, under Article 8, as recommended by the Community Preservation Committee, and as set forth in the Town Meeting Information Handout for this Meeting, without debate and in accordance with the action proposed under each motion, provided however that if any voter requests the right to debate a specific motion, then said motion shall be debated and voted upon separately.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY CAROLYN PERKINS AND SECONDED.

The Moderator read the motions. There was a hold put on Motions 4, 6, 8, 9.

DEBATE: There was no debate on motions 1-3, 5,7,10-11.

Quantum of Town Meeting Vote: Majority

Vote on Consent Motion #3 for Article 8 Motions 1-3, 5,7,10-11: Yes – 117; No - 19; Motion Passed by Majority Vote

MOTION 4: Cow Pond Brook Fields Improvements - \$100,000

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that One Hundred Thousand Dollars (\$100,000) be appropriated from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2026-05 “Cow Pond Brook Fields Improvements”, as described in Article 8.D of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY CAROLYN PERKINS AND SECONDED.

DEBATE: Mr. Haddad said that last year’s town meeting voted to study Cow Pond Brook Fields with the biggest issue being the parking. He said they did a study and the cost to make the improvements would cost between \$3-5M. He said that the Park Commission wanted to hear from the public more and therefore want to study and design this further. He said that they are also exploring grant opportunities for a \$1M federal government grant. Mr. Alberghini asked how they planned to get the cars off the road. Mr. Haddad said that they were expanding the parking lot which would not harm the fields. Nancy Sarlan from Cow Pond Brook Road said the town was operating at a deficit and looking to increase fire and EMT support and asked if this was the best use of their funds at this time. She mentioned the excessive amount of traffic and speeding that was already happening on that road. Mr. Brown said that he put all items on hold that have to do with recreation. He asked what was discretionary. Megan Buczynski from Paquawket Path said that the fields were not accessible at Cow Pond and thought that was the largest issue. She said that they were looking to expand the parking lot and improving what was there but that there were improvements to the fields also. Mr. John Giger said that the parking issue should be taken care of to reduce the possibility of having kids run over. Another resident from Cow Pond Brook Road said there were a lot of fields in town and asked how many fields they needed to improve. A resident asked if a geological study was done when they filled in a sinkhole that was in the middle of the fields. Mr. Delaney said that the sinkhole was because of sand and had been filled in.

Mr. Olin Lathrop moved the question.

Quantum of Town Meeting Vote: 2/3s Majority

Vote to Move the Question: Yes – 129; No - 24; Motion Passed by 2/3s Majority Vote

Vote on Main Motion.

Quantum of Town Meeting Vote: Majority

Vote on Article 8 Motion #4: Yes – 79; No - 76; Motion Passed by Majority Vote

MOTION 6: Bancroft Castle Preservation - \$153,000

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that One Hundred Fifty-Three Thousand Dollars (\$153,000) be appropriated from the Community Preservation Fund Historic Reserve to fund Community Preservation Application 2026-09 “Bancroft Castle Preservation”, as described in Article 8.F of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY CAROLYN PERKINS AND SECONDED.

Debate: Joshua Vollmar of the Historical Commission gave an explanation for the request. Mr. Fitzgerald said Gibbet Hill Grill should be fully funding the improvements. Aubrey Theall of the Historical Commission said that Gibbet Hill Grill can only use the castle for functions 4 times a year as per an agreement with the Conservation Commission adding the public had more access than that.

Quantum of Town Meeting Vote: Majority
Vote on Article 8 Motion #6: Yes – 119; No - 36; Motion Passed by Majority Vote

MOTION 8: Cow Pond Baseball Improvements - \$84,330

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Eighty-Four Thousand Three Hundred Thirty Dollars (\$84,330) be appropriated from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2026-11 “Cow Pond Baseball Improvements”, as described in Article 8.H of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY CAROLYN PERKINS AND SECONDED.

Debate: Ms. Perkins provided a list of improvements planned with this funding. Mr. Brown said that this was discretionary and thought funding should be held off. Mr. Alberghini said that this overlapped with what Mr. Haddad said with an earlier project. Mr. Haddad said that there was not be any overlap adding they would be very careful with future improvements. Mr. Nason said that it seemed like they were trying to build Dodger Stadium in Groton. Nancy Sarlan from Cow Pond Brook Road reiterated her earlier position and thought the fields and dugouts looked pretty good to her. She said she was appalled at the cleanup that is done prior to mowing the fields. Mr. Delaney addressed the mowing and cleanup. Mr. Presti said that there was a lot of parental volunteer work that went into those fields which should be recognized.

Mr. Olin Lathrop moved the question.
Quantum of Town Meeting Vote: 2/3s Majority
Vote to Move the Question: Yes – 114; No - 33; Motion Passed by 2/3s Majority Vote

Vote on Main Motion.
Quantum of Town Meeting Vote: Majority
Vote on Article 8 Motion #8: Yes – 79; No - 70; Motion Passed by Majority Vote

MOTION 9: Town Field Improvements - \$352,963

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Three Hundred Fifty-Two Thousand Nine Hundred Sixty-Three Dollars (\$352,963) be appropriated from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2026-14 “Town Field Improvements”, as described in Article 8.I of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY CAROLYN PERKINS AND SECONDED.

Debate: Mr. Haddad said last year \$80K was approved to upgrade the baseball diamond at Town Field. He said that there were problems found and more money and studying was needed. He said there is drainage issues, an unlevel

field, and that the field was not a major league diamond. He said they went out to bid and this money was to finish this project along with an additional \$26K from the Park Commission’s capital budget. A resident said that \$352K was a lot of money and urged them to cut back the scope of this project. Ms. Jennings said that the Park Commission fully supported this proposal adding this field had not been touched in many years. She said that the drainage was really bad and needed to be addressed. A resident said that they continued to fund all these things for the Town but most residents can’t use them. Mr. Haddad said that CPC funds cannot solve budget problems and can only be used for four purposes. Ms. Busser said that it happens a lot that they start on something and need more money. She said she is not opposed to spending this money but thought they needed to look at traffic and parking in that area. Mr. Alberghini asked how much they received from Lawrence Academy to use Town Field. Mr. Delaney said that they have a reciprocal with Lawrence Academy to use their fields also.

Mr. Olin Lathrop moved the question.

Quantum of Town Meeting Vote: 2/3s Majority

Vote to Move the Question: Yes – 129; No - 19; Motion Passed by 2/3s Majority Vote

Vote on Main Motion.

Quantum of Town Meeting Vote: Majority

Vote on Article 8 Motion #9: Yes – 84; No - 73; Motion Passed by Majority Vote

Article 9: *Proposed Amendments to the Groton Charter*

To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act to amend the Town Charter as set forth in Appendix C of this Warrant, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition, or to take any other action relative thereto.

Charter Review Committee

Select Board: *Recommended Unanimously*

Finance Committee: *No Position*

Charter Review Committee: *Recommended Unanimously*

Summary: *The Groton Charter requires periodic review every ten years. In 2024, a Committee was formed to review the Charter and determine if changes were warranted. The Committee solicited input from the public and has reviewed suggestions and concerns during meetings over the last six months. The revised Charter seeks to (1) address this input; (2) address the appointment of the Police Chief, Fire Chief and Town Clerk; and (3) clear up inconsistencies in the current Charter. The proposed changes are shown in Appendix C of this Warrant beginning on page 73. A vote in favor of this Article will be the first step in adopting the revised Charter. A vote against this Article will allow the current Charter to remain in force.*

Article 9: Proposed Amendments to the Groton Charter

Mover: Peter Cunningham

MOTION: I move to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act to amend the Town Charter as set forth under Appendix C of the Warrant for the 2025 Spring Town Meeting, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY PETER CUNNINGHAM AND SECONDED.

DEBATE: Mr. Cunningham provided a presentation on the proposed Charter changes. A gentleman asked about the prohibition of Select Board members serving on other boards being removed. Mr. Cunningham said that this topic was debated at length by the Committee. He said that at the end of the day, it's up to the voters to decide if they want to choose a Select Board member to be on another elected board. Mr. Michael Manugian said it appeared that the Town Manager would appoint the Fire Chief and Police Chief subject to ratification by the Select Board. He asked what would happen if the appointment was rejected. Mr. Cunningham said that they adopted a policy which addressed those concerns. Mr. Haddad said that it was the same process that's in place now adding it just eliminated the need to bring forward two candidates. He said that the Select Board would also be involved in the entire process not unlike every other department head position in Town. Mr. Manugian said he liked their elected Select Board being allowed to make the decision for those positions. Ms. Ginger Vollmar said that the process as it stands now worked perfectly fine and asked why they were changing it. She said it was wrong to give it the Town Manager any more power than he had already. She said she also felt strongly that members of the Select Board should not be allowed to serve on more than one elected Board. Ms. Pine said that if the Select Board appoints, and there is an issue with the employee, it needs to be done in public session. She said that by changing this, they could handle the issue in private because it's a Town Manager appointment. A resident from Alison Park said that she was happy the Charter was being reviewed which made her review the Charter. She asked if they voted no, what happened. Mr. Cunningham said that nothing would happen adding they could go back and look at it if they wanted.

**Mr. Manugian moved to amend Appendix C of the Warrant specifically Section 3.2.4 by deleting the inserted text and reinstating the deleted text as found on page 84 of the Warrant.
The motion was seconded.**

Mr. Manugian said that he wanted to make sure the Select Board was on the hook for selecting the Police Chief, Fire Chief and Town Clerk. Mr. Cunningham urged voters to vote down this amendment adding the Select Board has to ratify the selection. Mr. Cunningham said that they also had an issue appointing an interim under the current Charter. Mr. McNeirney said that this amendment would have consequences in other sections in the Charter. Mr. Haddad said that was correct and thought that making this change on the floor of town meeting complicated things. He again gave the example of not having a fire chief last summer due to the current Charter wording. Ms. Pine said making the changes on the floor of town meeting was probably not going to work. She said she supported the changes in the appointment process adding it required the candidate to bring forward two candidates which didn't allow them to appoint from within. She thought they should have that ability if they so choose. A resident said that having multiple candidates and looking outside of town was important.

**Mr. Olin Lathrop moved the question.
Quantum of Town Meeting Vote: 2/3s Majority
Vote to Move the Question: Yes – 127; No - 25; Motion Passed by 2/3s Majority Vote**

**Vote on Amended Motion
Quantum of Town Meeting Vote: Majority
Vote on Amended Motion Under Article 9: Yes – 65; No - 79; Motion Failed by Majority Vote**

**Vote on Main Motion
Quantum of Town Meeting Vote: Majority
Vote on Main Motion Under Article 9: Yes – 73; No - 76; Motion Failed by Majority Vote**

Article 10: Amend Chapter 81 “Town Meetings” of the Code of the Town of Groton

To see if the Town will vote to amend Chapter 81 “Town Meetings” of the General Bylaws of the Town by deleting Section 81-4(A) in its entirety and replacing said section with the following:

§81-4 Scheduling of Business

- A. All business, other than the election of officers and the determination of such matters as by law are required to be by ballot, shall commence at times set forth in the warrants for said town meetings approved by the Select Board. The annual election of officers and other voting by ballot shall be held on the third Tuesday in May of each year, at which time the polls shall remain open from 7:00 a.m. until 8:00 p.m.

or to take any other action relative thereto.

Town Manager

Select Board: Recommended Unanimously

Finance Committee: No Position

Summary: *The current bylaw states that the Annual Election shall be held on the fourth Tuesday following the first session of the Spring Town Meeting. In some years, when the Town Meeting is not held prior to the last Monday in April, the current wording could set the Annual Town Election the day after Memorial Day. To avoid that in the future, this Article proposes setting the Annual Town Election every year on the third Tuesday in May, regardless of when the first session of Town Meeting is held.*

Article 10: Amend Chapter 81 “Town Meetings”

Mover: Rebecca Pine

MOTION: I move to amend Chapter 81 “Town Meetings” of the General Bylaws of the Town by deleting Section 81-4(A) in its entirety and replacing said section with a new Section 81-4(A) as set forth under Article 10 of the Warrant for the 2025 Spring Town Meeting.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY REBECCA PINE AND SECONDED.

DEBATE: Ms. Pine said that this article would set the date for the Town Election to the third Tuesday in May.

Quantum of Town Meeting Vote: Majority

Vote on Article 10: Yes – 133; No - 11; Motion Passed by Majority Vote

Article 11: Disposition of Town Owned Land on Hoyts Wharf Road

To see if the Town will vote to authorize the Select Board to dispose of by sale, or lease for a period not to exceed 99 years, that certain property or portions thereof located off Hoyts Wharf Road consisting of portions of Assessors Parcels 249-51 and 249-57, containing approximately 7.14 acres, and shown as “Lot 2” and “Parcel A” on a plan entitled “MESA Site Plan” by Dillis & Roy, dated February 12, 2025, a copy of which is on file in the Town Clerk’s office, for such minimum consideration and on such terms and conditions as the Select Board deems advisable, to provide affordable housing, or to take any other action relative thereto.

Affordable Housing Trust

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

Summary: *The Affordable Housing Trust has identified a parcel of Town owned land suitable for development of affordable housing. The purpose of this article is to allow the Affordable Housing Trust to issue a Request for Proposals to invite a response from a developer to create affordable housing (possibility a group home) on this site.*

Article 11: Disposition of Town Owned Land

Mover: Rebecca Pine

MOTION: I move to authorize the Select Board to dispose of by sale, or lease for a period not to exceed 99 years, that certain property or portions thereof located off Hoyts Wharf Road consisting of portions of Assessors Parcels 249-51 and 249-57, containing approximately 7.14 acres, and shown as “Lot 2” and “Parcel A” on a plan entitled “MESA Site Plan” by Dillis & Roy, dated February 12, 2025, a copy of which is on file in the Town Clerk’s office, for such minimum consideration and on such terms and conditions as the Select Board deems advisable, to provide affordable housing.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY REBECCA PINE AND SECONDED.

DEBATE: Ms. Pine said that the Affordable Housing Trust had been looking for a piece of land for a few years suitable to build affordable housing. Mr. Thomas Pistorino of Hoyts Wharf Road said there had been a lot of changes in that area of town over the years and was planning to vote no. A resident said he thought the tax payers would be paying for this group home forever and didn’t believe this fit into a single-family neighborhood. Ms. Ginger Vollmar said she was concerned about building anything there because of the wetlands, it was subject to flooding, and thought insurance rates would go up. She said the area should be conservation land. A resident from Flavell Road said it was a quiet setting and gave a picture of the impact this would have on the neighborhood. Ms. Pine said that there was a duplex planned, not a large complex like what was being talked about. She said that this piece of land was already owned by the Town and would not be affected by taxes. Ms. Therese Keosian said that this wasn’t about meeting goals at this end of Town. She said that there were playing fields, a solar field, and no fire and police in this area. She urged voters to vote no. A resident said she would be living directly across from this site and had seen fawns being born among other wild life habituating and thought this was a valuable piece of nature.

Mr. Olin Lathrop moved the question.

Quantum of Town Meeting Vote: 2/3s Majority

Vote to Move the Question: Yes – 94; No - 31; Motion Passed by 2/3s Majority Vote

Vote on Main Motion

Quantum of Town Meeting Vote: Majority

Vote on Main Motion Under Article 11: Yes – 41; No - 101; Motion Failed by Majority Vote

Article 12: Amend Chapter 125 “Demolition Delay” of the Town Bylaws

To see if the Town will vote to amend Chapter 125 “Demolition Delay” of the General Bylaws of the Town by deleting Chapter 125 in its entirety and replacing it with a new Chapter 125 “Demolition Delay” as follows (please see Appendix D of this Warrant for the red-lined changes to the current Chapter 125):

Chapter 125 Demolition Delay

§ 125-1. Intent and purpose.

- A. The Demolition Delay Bylaw is enacted for the purpose of preserving and protecting significant buildings within the Town of Groton. Such buildings reflect distinctive features of the architectural, cultural, economic, political or social history of the Town, and their preservation protects these historic architectural assets which contribute to the overall culture of the community.
- B. The intent of the bylaw is to provide an opportunity to develop preservation solutions for distinctive and preserved historic properties threatened with demolition. The bylaw is intended to encourage owners and townspeople, with assistance from the Groton Historical Commission, to seek out persons who might be willing to purchase, preserve, rehabilitate or restore such buildings rather than demolish them, and to limit the detrimental effect of demolition on the historical architectural resources of the Town. To achieve these purposes, the Groton Historical Commission is empowered to advise the Building Inspector with respect to the issuance of permits for demolition of significant buildings, and, where appropriate and consistent with the intent and purpose of this chapter, to allow demolition under conditions designed to minimize the loss of distinctive features of significant buildings. The issuance of demolition permits is regulated as provided by this bylaw.

§ 125-2. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

APPLICANT — Any person or persons who is either the owner or legally representing the owner and applying for a permit to demolish any building or structure. The applicant may not apply for a permit to demolish any building or structure on behalf of a future owner. The process outlined in this Bylaw resets upon the transfer of ownership of a property.

BUILDING — A structure enclosed within exterior walls or firewalls, built, erected and framed of a combination of any materials to form a structure for the shelter of persons, animals or property.

BUILDING INSPECTOR — The Town of Groton Building Commissioner, who is charged with the administration and enforcement of the State Building Code, 780 CMR, and is authorized to issue demolition permits.

COMMISSION — The Groton Historical Commission, which is charged with the identification, documentation and preservation of the historical resources of Groton.

DEMOLITION — Any act of pulling down, destroying, removing, razing or moving a building or commencing the work of moving or of total or substantial destruction with the intent of completing the same. Substantial demolition is defined as irreparably removing or altering any historically significant feature of a structure or removing twenty-five (25) percent of the volume of the structure or twenty-five (25) percent of the roof structure. This includes rebuilding any portion of a structure in which more than fifty (50) percent of the materials are replaced.

DEMOLITION PERMIT — The permit issued by the Building Inspector as required by the State Building Code for the demolition, substantial demolition or removal of a building.

HISTORICALLY OR ARCHITECTURALLY SIGNIFICANT BUILDING — Any building which, in whole or in part, is at least 75 years old, or is of unknown age and:

- A. Is listed on, or is a contributing building within an area listed on, the National Register of Historic Places, or is the subject of a pending application for such listing, or is eligible for such listing; or
- B. Is included in the Cultural Resources Inventory prepared by the Historical Commission; or
- C. Has been determined by vote of the Historical Commission to be a significant building after a finding by the

Historical Commission that the building meets one or more of the following three criteria:

- (1) Historical importance. The building meets the criterion of historical importance if it:
 - (a) Has character, interest or value as part of the development, heritage or cultural characteristics of the Town of Groton, the Commonwealth of Massachusetts or the nation;
or
 - (b) Is the site of an historic event; or
 - (c) Is identified with a person or group of persons who had significant influence on society; or
 - (d) Exemplifies the cultural, political, economic, social or historic heritage of the community.

- (2) Architectural importance. The structure meets the criterion of architectural importance if it:
 - (a) Portrays the environment of a group of people in an era of history characterized by a distinctive architectural style; or
 - (b) Embodies those distinguishing characteristics of an architectural type; or
 - (c) Is the work of an architect, master builder or craftsman whose individual work has influenced the development of the Town of Groton or a wider region; or
 - (d) Contains elements of architectural design, detail, materials or craftsmanship, which represents a significant innovation.

- (3) Geographic importance. The structure meets the criterion of geographic importance if:
 - (a) The site is part of or related to a square, park, or other distinctive area; or
 - (b) The structure, as to its unique location or its physical characteristics, represents an established and familiar visual feature of the neighborhood, village center, or the community as a whole.

§ 125-3. Procedure.

- A. No permit for the demolition of a significant building or part thereof shall be issued except as provided in this chapter, as well as in conformity with the provisions of other laws and bylaws applicable to the demolition of buildings and the issuance of permits generally.

- B. Application contents. Every application for a demolition permit shall be filed with the Building Inspector and shall contain the following information:
 - (1) The address of the building to be demolished;
 - (2) The owner's name, address and telephone number;
 - (3) A brief description of the type of building and the condition requiring issuance of the permit;
 - (4) Age of building as established by the Board of Assessors, deed or documentation verifying year of construction;
 - (5) A brief description of the proposed reuse, reconstruction or replacement;
 - (6) Photographs clearly depicting the building in question.

- C. Within seven (7) days after receipt of any application for a demolition permit, the Building Inspector shall forward a copy to the Commission. No demolition permit shall be issued during this time.

- D. Within thirty (30) days after receipt of a copy of the application for demolition permit from the Building Inspector, the Historical Commission or its designee shall make a determination of architectural and/or historical significance ("determination of significance"). Upon determination by the Historical Commission that the building is not architecturally and/or historically significant, the Historical Commission shall so notify the Building Inspector and the applicant in writing. Upon receipt of such notification, or after the expiration of thirty (30) days from the date of application submission to the Building Department if the Building Inspector has not received notification from the Historical Commission, the Building Inspector may issue the demolition permit. Upon determination by the Historical Commission that the building is historically and/or architecturally significant, the Building Inspector and the applicant shall be so notified by the Historical

Commission in writing within thirty (30) days from the date of application submission to the Building Department, and a demolition permit shall not be issued.

- E. The Historical Commission shall hold a public hearing within thirty (30) days of the determination of significance to determine whether the building should be preferably preserved. Public notice of the time, place and purpose of the hearing shall be published by the Historical Commission at the expense of the applicant in a newspaper of general circulation in the Town or online platform of comparable reach, as approved by the Commission, not less than fourteen (14) days before the day of said hearing and shall be posted on the Town's website for the same period.
- F. The Commission shall decide at the public hearing or within fourteen (14) days after the public hearing whether the building should be preferably preserved. If agreed to in writing by the applicant, the determination of the Commission may be postponed.
- G. If after a public hearing the Historical Commission determines that the significant building should not be preferably preserved, the Historical Commission shall, within twenty-one (21) days after the hearing, notify in writing the Building Inspector and the applicant of the determination and the Building Inspector may issue a demolition permit upon receipt of the written determination.
- H. If after a public hearing the Historical Commission determines that the significant building should be preferably preserved ("preservation determination"), the Historical Commission shall, within twenty-one (21) days after the hearing, notify in writing the Building Inspector and the applicant, and no demolition permit may be issued until twenty-four (24) months after the date of the preservation determination by the Historical Commission, and the applicant has met the requirements outlined in section 125-4.
- I. Upon a determination by the Commission that a building is preferably preserved, no building permit for new construction or alterations to the subject building shall be issued for a period of twenty-four (24) months from the date of the determination unless otherwise agreed to by the Commission when required for safety, building integrity, or as part of a plan to preserve the building.
- J. Following the twenty-four (24) month delay period, no permit for demolition of a building determined to be a preferably preserved building shall be granted until all plans for future use and development of the site have been filed with the Building Inspector and have found to comply with all laws pertaining to the issuance of a building permit and any other approvals necessary for the intended use. All approvals necessary for the issuance of such building permit or certificate of occupancy including without limitation any necessary zoning variances or special permits, must be granted and all appeals from the granting of such approvals must be concluded, prior to the issuance of a demolition permit under this section.
- K. If the site is proposed to be vacant, the property owner must file a signed affidavit with the Building Inspector attesting that no development is planned for the site and that it will remain in a vacant state for the foreseeable future. No permit for any type of construction may be granted for the property in question under this subsection for an additional period of twenty-four (24) months following the expiration of the demolition delay, unless an exemption is granted by the Historical Commission when part of a plan to construct a comparable replacement to the demolished building
- L. Notwithstanding anything contained in Subsection G, the Building Inspector may issue a demolition permit for a building with a preservation determination at any time after receipt of written advice from the Historical Commission to the effect that either:
 - (1) The Historical Commission is satisfied that there is no reasonable likelihood that either the owner or some other person or group is willing to purchase, preserve, rehabilitate or restore such building; or
 - (2) The Historical Commission is satisfied that for at least twenty-four (24) months the applicant has made continuing, bona fide and reasonable efforts to locate a purchaser to preserve, rehabilitate or restore the subject building, and that such efforts have been unsuccessful.

§ 125-4. Responsibility of owners.

- A. Once a significant building is given a determination of significance by the Historical Commission, the applicant and owner shall be responsible for properly securing the building to the satisfaction of the Building Inspector, whether occupied or vacant. Should the applicant fail to so secure the building and the significant building is destroyed at any time during the twenty-four (24) month demolition delay period and such destruction could have been prevented by the required security measures as determined by the Building

Inspector, it shall be considered a demolition in violation of this chapter.

- B. Also, the applicant shall allow the Historical Commission or a designee appointed by the Historical Commission access to the significant building and property, for the purpose of documenting the building under the survey process of the Massachusetts Historical Commission and for the purpose of showing the building to prospective purchasers or preservers.
- C. During the entire twenty-four (24) month demolition delay period, the property owner shall make a good faith effort to sell the property in order to preserve the building, unless granted an exemption by vote of the Historical Commission where the owner has demonstrated that such efforts will be futile. "Good faith efforts" shall include the following:
 - (1) The significant building must be sold along with the land on which it currently sits to maintain its historic context. For the avoidance of doubt this requirement cannot be satisfied by the owner offering the building to be moved to another location, unless such relocation is approved by the Historical Commission. The amount of land to be sold with the significant building shall be governed by all applicable zoning regulations. If legally permitted, this may include the subdivision of the property. Any related expenses will be borne by the applicant.
 - (2) The property in question must be publicly advertised for sale. This includes the conspicuous posting of such notice on the property, as well as in at least one (1) other suitable public outlet typically utilized by persons offering real estate for sale (including, but not limited to, the Multiple Listing Service). This shall be done at the owner's sole expense. The twenty-four (24) month demolition delay period shall not begin until the provisions of this section are met and the applicant informs the Commission of such. If at any time during the demolition delay period the applicant ceases to meet the provisions of this section, the delay period may be paused until the provisions are once again met. The Commission will notify the applicant of any such pause, and the reason for the same.
 - (3) The offer for sale must be constructed in a bona fide and commercially reasonable manner. The object of this provision is limited to preventing the owner from impeding the preservation of the property by offering the property for sale other than on commercially reasonable terms.
 - (4) If the owner declines an offer to purchase the property in question and does not accept another offer within two (2) weeks, the applicant must inform the Commission, in writing, of the offer price and the reason that the offer was declined. The owner shall document such good faith efforts and provide reports to the Commission, at least once every two (2) months during the delay period, of such good faith efforts.

§ 125-5. Emergency demolition.

- A. Notwithstanding the other provisions of this chapter, the Building Inspector may issue a demolition permit at any time in the event of imminent and substantial danger to the health and safety of the public due to deteriorating conditions. Prior to doing so, the Building Inspector shall inspect the building and document, in writing, the findings and reasons requiring an emergency demolition, a copy of which shall be forwarded immediately to the Historical Commission. Before allowing emergency demolition, the Building Inspector shall make every effort to inform the Chairperson of the Commission of his intention to allow demolition.
- B. No provision of this chapter is intended to conflict with or abridge any obligations or rights conferred by Massachusetts General Laws, Chapter 143, regarding removal or demolition of dangerous or abandoned structures. In the event of a conflict, the applicable provisions of Chapter 143 shall control.

§ 125-6. Enforcement and remedies.

- A. The Historical Commission is authorized to adopt rules and regulations to carry out its duties and functions under this chapter
- B. The Historical Commission is specifically authorized to institute any and all actions and proceedings, in law or equity, as it may deem necessary and appropriate to obtain compliance with the requirements of this chapter or to prevent a threatened violation thereof.
- C. No building permit for any premises upon which a significant building has been voluntarily demolished in violation of this chapter shall be issued for a period of two years after the date of the completion of such

demolition. The design shall first be reviewed, and must be accepted by, the Historical Commission. As used herein, "premises" refers to the parcel of land upon which the demolished significant building was located and all adjoining parcels of land under common ownership or control.

- D. Notwithstanding the foregoing, whenever the Historical Commission shall, on its own initiative or on application of the applicant, determine that earlier reconstruction, restoration or other remediation of any demolition in violation of this chapter better serves the intent and purpose of this chapter, it may, prior to the expiration of said period of two years, authorize issuance of a building permit, upon such conditions as the Historical Commission deems necessary or appropriate to effectuate the purposes of this chapter, and may so notify the Building Inspector.
- E. If the property owner fails to abide by the terms of section 125-4, the Historical Commission may pause the demolition delay period until the provisions are met.
- F. The Commission is authorized to adopt a schedule of reasonable fees to cover the costs associated with the administration of this bylaw.
- G. Any owner of a building subject to this bylaw that demolished the building without first obtaining a demolition permit in accordance with the provisions of this bylaw shall be subject to a fine of not more than Three Hundred Dollars (\$300). Each day the violation exists shall constitute a separate offense until a faithful recreation of the demolished building is completed or unless otherwise agreed to by the Commission.

§ 125-7. Historic District Act.

Nothing in this chapter shall be deemed to conflict with the provisions of the Historic Districts Act, Massachusetts General Laws Chapter 40C. If any of the provisions of this chapter do so conflict, that act shall prevail. Following a determination that the building is significant and preferably preserved, the Commission may recommend to town meeting that the building be protected through the provisions of Massachusetts General Laws, Chapter 40C, the Historic Districts Act. The steps required under M.G.L. Chapter 40C shall be followed prior to the establishment of a local historic district. Buildings included within the boundaries of a local historic district established under M.G.L. Chapter 40C shall not be subject to this bylaw so long as the proposed demolition is regulated by the local historic district bylaw.

§ 125-8. Severability.

In case any section, paragraph or part of this chapter is for any reason declared invalid or unconstitutional by any court of competent jurisdiction, every other section, paragraph and part shall continue in full force and effect.

or to take any other action relative thereto.

Historical Commission

Select Board: *No Recommendation (4 Deferred Until Town Meeting, 1 Against – Manugian)*

Finance Committee: *No Position*

Summary: *The Groton Historical Commission is proposing a set of revisions to increase the effectiveness of the Town’s Demolition Delay Bylaw, which provides the only formal protections for historic structures in Groton located outside of the Town’s Historic Districts. The revisions are intended to clarify the process and align it with best practices adopted by other municipalities and those recommended by the Massachusetts Historical Commission. Key changes include extending the maximum length of the delay from 18 to 24 months; defining the tools available to the Groton Historical Commission to regulate the process; and clarifying the responsibilities of property owners regarding the (previously existing) requirement to offer the historical structure in question for sale to a party interested in preserving it during the term of the demolition delay.*

Article 12: Amend Chapter 125 “Demolition Delay”

Mover: Joshua Vollmar

MOTION: I move to amend Chapter 125 “Demolition Delay” of the General Bylaws of the Town by deleting Chapter 125 in its entirety and replacing it with a new Chapter 125 “Demolition Delay” as set forth under Article 12 of the Warrant for the 2025 Spring Town Meeting.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY JOSHUA VOLLMAR AND SECONDED.

DEBATE: Mr. Vollmar made a presentation on the reasons for updating the Demolition Delay Bylaw. A resident said it was painful to see the house of Mr. Prescott demolished for no apparent reason. She said that people come to Groton because it’s a beautiful town and because of their historic center. Ms. Laurie Smigelski said that this was an excessive overreach. She said there is an awful lot of time that ties the hand of the property owner adding not everything has to be saved. Mr. Vollmar said that this was not something that occurred everyday adding the last time this was enacted was about 10 years ago. A resident thought this was excessive adding she didn’t approve of the fines that were listed in the bylaw. She thought they should be able to respond to homeowners in a timely manner. Mr. Vollmar said that the fines were recommended by the Mass Historical Commission adding their current bylaw does not have fines and therefore no teeth should someone violate the bylaw. Mr. Aubrey Theall, Chair of the Historical Commission said there was nothing in the bylaw that prevents the sale of a home, just the demolition.

Mr. Olin Lathrop moved the question.

Quantum of Town Meeting Vote: 2/3s Majority

Vote to Move the Question: Yes – 113; No - 7; Motion Passed by 2/3s Majority Vote

Vote on Main Motion

Quantum of Town Meeting Vote: Majority

Vote on Main Motion Under Article 12: Yes – 75; No - 46; Motion Passed by Majority Vote

Article 13: Adopt Resolution – Reduce Statewide Greenhouse Gas Emissions

To see if the Town will vote to adopt the following resolution in support of reducing Statewide Greenhouse Gas Emissions: *“Groton affirms its support for the goal established by the Commonwealth of Massachusetts to reduce statewide greenhouse gas emissions to net-zero by 2050. Groton commits to evaluate and implement strategies to reduce emissions in municipal activities with a goal of eliminating all onsite burning of fossil fuels in municipal buildings and vehicles by 2050 and support residents and businesses in reducing emissions.”*

or to take any other action relative thereto.

Select Board

Select Board: Recommended Unanimously

Finance Committee: No Position

Summary: *The Climate Action Working Group was a multi-stakeholder group formed by the Town Manager to assess attitudes towards climate action in the Town. The Working Group convened over a five-month period in 2024, meeting with fourteen community stakeholder groups and Town departments, and surveying over 300 residents. The group discovered strong support for local climate action from residents, the business community and town departments, including support for the Massachusetts mandate for statewide greenhouse gas emissions to reach net zero by 2050. This resolution is intended to formally declare the town’s support for the state mandate, to continue municipal efforts to reduce emissions from municipal operations and to assist residents and businesses in reducing their emissions. Municipal activities are taxpayer funded activities. In addition, passing this resolution is a mandatory*

step in the process of becoming a Climate Leader community, a state designation that provides increased funding assistance for municipal projects aimed at reducing emissions through energy efficiency, electrification and clean energy, all of which can also reduce municipal operating costs.

Article 13: Adopt Resolution

Mover: Matt Pisani

MOTION: I move to adopt the following resolution in support of reducing Statewide Greenhouse Gas Emissions: “Groton affirms its support for the goal established by the Commonwealth of Massachusetts to reduce statewide greenhouse gas emissions to net-zero by 2050. Groton commits to evaluate and implement strategies to reduce emissions in municipal activities with a goal of eliminating all onsite burning of fossil fuels in municipal buildings and vehicles by 2050 and support residents and businesses in reducing emissions.”

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY MATT PISANI AND SECONDED.

DEBATE: Ms. Charlotte Weigel of the Sustainability Commission provided a presentation about this article. Mr. Hersh said that larger equipment such as bucket trucks would be a problem to purchase under this resolution along with the high costs.

Mr. Hersh offered an amendment to add the words “if economically feasible” after the words “in municipal activities”. The motion was seconded.

Ms. Weigel said that this resolution did not apply to Groton Electric Light, only municipal vehicles. Mr. Hersh said that he didn’t know how Groton Electric Light could not be considered municipal vehicles.

A resident asked if CO2 are greenhouse gases and what the percentage was in the atmosphere and what the minimum amount of CO2 was needed to support plant life. Ms. Weigel said that she believed they were around 115 parts per million. Ms. Weigel said that they were talking about not adding more CO2 but mitigating what there was. Mr. Phil Francisco said that the amount of Carbon Dioxide was published every Friday at the top of the front page of the Herald. Mr. Francisco said that the plants will be just fine by reducing the factor by 50%. Ms. Deb Busser moved the question, the proposed amendment and the main motion.

Ms. Deb Busser moved the question.

Quantum of Town Meeting Vote: 2/3s Majority

Vote to Move the Question: Yes – 100; No - 10; Motion Passed by 2/3s Majority Vote

Vote on Motion to Amend

Quantum of Town Meeting Vote: Majority

Vote to Motion to Amend the Question: Yes – 38; No - 58; Motion Failed by Majority Vote

Vote on Main Motion

Quantum of Town Meeting Vote: Majority

Vote on Main Motion Under Article 13 Yes – 88; No - 20; Motion Passed by Majority Vote

Article 14: Amend Floodplain Overlay District

To see if the Town will vote to amend the Zoning Bylaw of the Town of Groton as follows:

1. **Delete Section 218-7.1 Floodplain District Regulations** in its entirety.
2. **Insert the following new Section 218-7.1 Floodplain Overlay District.**

Section 218-7.1 Floodplain Overlay District

- A. The purpose of the Floodplain Overlay District and this Floodplain Bylaw is to:
- 1) Ensure public safety through reducing the threats to life and personal injury
 - 2) Eliminate new hazards to emergency response officials
 - 3) Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding
 - 4) Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding
 - 5) Eliminate costs associated with the response and cleanup of flooding conditions
 - 6) Reduce damage to public and private property resulting from flooding waters
- B. The Floodplain Overlay District is established as an overlay district. The Floodplain Overlay District includes all special flood hazard areas within the Town of Groton designated as Zone A, AE on the Middlesex County Flood Insurance Rate Map (FIRM) dated July 8, 2025 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the Floodplain Overlay District shall be defined by the 1%-chance base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report dated July 8, 2025. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Commissioner, and Conservation Commission.
- C. The Building Commissioner shall be the official floodplain administrator for the Town and floodplain permit granting authority under this Floodplain Bylaw.
- D. No new building or structure shall be erected in the Floodplain Overlay District except in accordance with this Section 218-7.1.
- E. The Town of Groton requires a floodplain permit issued by the Building Commissioner for all proposed construction or other development in the Floodplain Overlay District, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties.
- F. The Town's permit review process includes the requirement that the proponent obtain all local, state and federal permits that will be necessary in order to carry out the proposed development in the Floodplain Overlay District prior to the commencement of work authorized by the Building Commissioner under this Floodplain Bylaw. The proponent must acquire all necessary permits and must demonstrate that all necessary permits have been acquired.
- G. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- In Zone AE, along watercourses that have a regulatory floodway designated on the Town's FIRM encroachments are prohibited, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- H. In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A and as the basis for

elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.

I. All subdivision proposals and development proposals in the Floodplain Overlay District shall be reviewed to assure that:

- (a) Such proposals minimize flood damage.
- (b) Public utilities and facilities are located & constructed so as to minimize flood damage.
- (c) Adequate drainage is provided.

J. When proposing subdivisions or other developments greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.

K. In A and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

L. In a riverine situation, the Building Commissioner shall notify the following of any alteration or relocation of a watercourse:

- Adjacent Communities, especially upstream and downstream
- Bordering States, if affected
- NFIP State Coordinator Massachusetts Department of Conservation and Recreation
- NFIP Program Specialist Federal Emergency Management Agency, Region I

M. If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.) Notification shall be submitted to:

- NFIP State Coordinator
Massachusetts Department of Conservation and Recreation
- NFIP Program Specialist
Federal Emergency Management Agency, Region I

N. Variances to building code floodplain standards. The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance and will maintain this record in the community's files. The Town shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property. Such notification shall be maintained with the record of all variance actions for the referenced development in the Floodplain Overlay District.

O. Variances to local Zoning Bylaws related to community compliance with the National Flood Insurance Program (NFIP). A variance from this Floodplain Bylaw must meet the requirements set out by State law, as applicable, and may only be granted if: 1) Good and sufficient cause and exceptional non-financial hardship exist; 2) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and 3) the variance is the minimum action necessary to afford relief. A variance under this Floodplain Bylaw shall be distinct from a variance under M.G.L. c. 40A, Section 10 and Section 218-2.4 of the Zoning Bylaw.

P. The floodplain management regulations found in this Floodplain Overlay District section shall take precedence over any less restrictive conflicting local laws, ordinances or codes.

Q. The degree of flood protection required by this Floodplain Bylaw is considered reasonable but does not imply total flood protection.

R. If any section, provision, or portion of this Floodplain Bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.

S. Definitions not found in the State Building Code, which are applicable only within this Floodplain Bylaw and do not govern other sections of the Zoning Bylaw.

DEVELOPMENT means any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]

FLOODWAY. The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [Base Code, Chapter 2, Section 202]

FUNCTIONALLY DEPENDENT USE means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]

HIGHEST ADJACENT GRADE means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]

HISTORIC STRUCTURE means any structure that is:

- (a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- (d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:

(1) By an approved state program as determined by the Secretary of the Interior or

(2) Directly by the Secretary of the Interior in states without approved programs.

[US Code of Federal Regulations, Title 44, Part 59]

NEW CONSTRUCTION. Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. *New construction includes work determined to be substantial improvement.* [Referenced Standard ASCE 24-14]

RECREATIONAL VEHICLE means a vehicle which is:

- (a) Built on a single chassis;
- (b) 400 square feet or less when measured at the largest horizontal projection;
- (c) Designed to be self-propelled or permanently towable by a light duty truck; and
- (d) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. [US Code of Federal Regulations, Title 44, Part 59]

REGULATORY FLOODWAY - see FLOODWAY.

SPECIAL FLOOD HAZARD AREA. The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, AH. [Base Code, Chapter 2, Section 202]

START OF CONSTRUCTION. The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns. Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual “start of construction” means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

STRUCTURE means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

SUBSTANTIAL REPAIR OF A FOUNDATION. When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]

VARIANCE means a grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]

VIOLATION means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3 is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

or to take any other action relative thereto.

Planning Board

Select Board: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: *Recommended Unanimously*

Summary: *This article amends the existing floodplain regulations in the zoning bylaw to comply with the requirements of the Federal Emergency Management Agency (FEMA). The amendments required by FEMA include updating the references to the new Flood Insurance Rate Map (FIRM) for Groton and incorporating the applicable provisions of the Massachusetts Model Floodplain Bylaw. The new FIRM for Groton will become effective on July 8, 2025.*

Article 14: Amend Floodplain Overlay District

Mover: George Barringer

MOTION: I move to amend the Zoning Bylaw of the Town of Groton regarding the Floodplain District Regulations as set forth under Article 14 of the Warrant for the 2025 Spring Town Meeting.

Quantum of Town Meeting Vote: 2/3s Majority

THE MOTION WAS MOVED BY GEORGE BARRINGER AND SECONDED.

DEBATE: Mr. Barringer said that the warrant explained the extent of the flood plain bylaw changes. Mr. Barringer gave the report of the Planning Board. He provided the dates of the hearing adding on March 27th the Planning Board voted to support this. Mr. Brown asked if there were plans to show the changes. Mr. Hathaway said there were plans able to be accessed online.

Vote on Main Motion

Quantum of Town Meeting Vote: Majority

Vote on Article 14: Yes – 78; No - 18; Motion Passed by 2/3s Majority Vote

Article 15: Endorse Comprehensive Master Plan

To see if the Town will vote to endorse the “Groton Master Plan” dated February, 2025, filed in the Office of the Town Clerk on February 28, 2025, or to take any other action relative thereto.

Planning Board

Select Board: Recommended Unanimously

Finance Committee: No Position

Planning Board: Recommended Unanimously

Summary: The Planning Board will present the Master Plan to Town Meeting for its endorsement. Copies of the plan are available in the Planning Board office in the Town Hall, at the Groton Public Library and on the Town’s web site: www.grotonma.gov

Article 15: Endorse Comprehensive Master Plan

Mover: Phil Francisco

MOTION: I move to endorse the “Groton Master Plan” dated February, 2025, filed in the Office of the Town Clerk on February 28, 2025.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY PHIL FRANCISCO AND SECONDED.

DEBATE: Mr. Francisco said that the Planning Board voted unanimously in February 2025 to adopt the Master Plan. He provided a brief presentation on the development of the Master Plan.

Vote on Main Motion

Quantum of Town Meeting Vote: Majority

Vote on Article 15: Yes – 85; No - 9; Motion Passed by Majority Vote

Article 16: MBTA Communities Multi-Family Overlay District (MCMOD)

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

Amend Section 218-3 Definitions by Deleting the definition for “Multifamily Use” in its entirety,

Amend Section 218-3 Definitions by inserting the following definition in alphabetical order.

AFFORDABLE UNIT.

A dwelling unit that is subject to a use restriction recorded in its chain of title limiting the sale price or rent or limiting occupancy to an individual or household of a specified income, or both.

AFFORDABLE HOUSING

Any combination of Affordable Units restricted in perpetuity to persons of families qualifying as low or moderate income under the guidelines of EOHLC earning less than 50% of median income for low income and less than 80% of median income for moderate income.

AS OF RIGHT.

Development that may proceed under the Zoning Bylaw without the need for a special permit, variance, zoning amendment, waiver, or other discretionary zoning approval. Also known as “by right” development.

MBTA COMMUNITIES MULTI FAMILY OVERLAY DISTRICT DEVELOPMENT (MCMODD).

Multi-family use that is located in the Multi-Family Development Overlay District (MCMOD) in accordance with the provisions of Section 218-7.5 MBTA Communities Multi Family Development Overlay District.

MIXED-USE DEVELOPMENT.

Development containing a mix of residential uses and non-residential uses, including commercial, institutional, industrial, or other uses.

MULTI-FAMILY HOUSING

A building with three or more residential dwelling units or two or more buildings on the same lot with more than one residential dwelling unit in each building. Also known as “multifamily use.”

Amend Section 218-4 Zoning Districts as follows:

Insert under subsection 218-4.1 E, Overlay Districts the following:

“(6) MBTA Communities Multi-Family Overlay District (MCMOD)”

Insert under subsection 218-4.2 Intention of Districts the following sub sections:

“J. MCMOD – MBTA Communities Multi-Family Overlay District is intended to provide for higher density residential development at locations in proximity to infrastructure, services, and nexuses of activity, amenities, and development.

Insert a new Section 218-7.5 Multi Family Development Overlay District to read as follows:

218-7.5 – MBTA COMMUNITIES MULTI-FAMILY OVERLAY DISTRICT (MCMOD)

A. Purpose

- To transition from a case by case permitting process for Multi-Family Development and establish a transparent and predictable process for the permitting of MBTA Communities Multi-Family Overlay District Development (MCMODD) in designated locations with specific guidelines and criteria.
- To encourage MCMODD in sensible locations in terms of services, infrastructure, transportation access, economic opportunity, and compatibility with surrounding uses.
- To accommodate compatible uses that serve residents and the general public.
- To increase housing choice and diversity and address the local and regional need for additional housing

- Preserve open space in a community by locating new housing within or adjacent to existing developed areas and infrastructure.
-
- B. Applicability.**

This MCMOD is an overlay district that is superimposed over the underlying zoning district (s) and is shown on the Zoning Map. Within the boundaries of the MCMOD, all of the uses permitted in the underlying District(s) in which the subject land is located are permitted, subject to the same use and development regulations as may otherwise apply thereto and shall remain in full force. Alternatively, one or more of the uses set forth in Section 218-7.5.C shall be permitted as part of a MCMODD in accordance with this Section 218-7.5 subject to Site Plan Review by the Planning Board in accordance with Section 218-2.5.

C. Permitted Uses

1. As of Right Uses

Any or combination of multi-family residential uses are permitted as of right including but not limited to the following uses

- a. Duplex attached units
- b. Townhouses
- c. Garden Flats
- d. Uses exempt by statute (MGL c.40A §3)
- e. Mixed-Use Development
 - i. Non-residential uses allowed as-of-right in the underlying zoning district located on the ground floor of a mixed-use building
 - ii. Multi-family use allowed on any floor of a mixed-use building

2. Accessory Uses

The following uses are considered accessory to any of the permitted uses in Section D.1 and allowed as of right:

- a. Parking, including surface parking and parking within a structure such as an above ground or underground parking garage or other building on the same lot as the principal use.
- b. Home occupation employing only household members and no on-site clients.
- c. Accessory Dwelling Unit.

D. Development Standards.

- 1. The minimum lot area for a MCMODD shall be 10,000 square feet and may be comprised by one or more contiguous parcels.
- 2. The minimum Lot Frontage shall be 75 feet.
- 3. No building or structure within a MCMODD shall be less than 15 feet from the exterior lot line.
- 4. Lot coverage of a MCMODD by buildings and other impervious surface shall not exceed 75% of the lot area, unless the applicant provides sufficient justification for a waiver and the Planning Board determines, as part of Site Plan Review that a greater lot coverage will not adversely affect adjacent properties.
- 5. No structure shall exceed four (4) stories, fifty-five (55) feet in height, measured in accordance with the Building Height standards set forth in Section 218-3.
- 6. No structure or group of structures, except one-story garages or carports, shall be nearer to each other than twenty (20) feet. Carports or garages, if not directly attached, shall be at least ten (10) feet from the main buildings.
- 7. The maximum permitted density shall not exceed 15 (fifteen) dwelling units per acre.
- 8. A MCMODD shall conform with the provisions of Section 218-8.2.Off-Street Parking and Loading. Parking areas shall otherwise comply with the provisions of Section 218-8.2 unless the applicant provides sufficient

justification for a waiver and the Planning Board determines, as part of Site Plan Review, that the grant of such waiver will not adversely affect the neighborhood.

9. All dwelling units in a Multi-Family Development shall be without age restrictions and shall be suitable for families with children.
10. Sewage shall be disposed of by means of adequate connections to the municipal sewer system or a system Approved by the Board of Health pursuant to Title 5.

E. Design Standards

To the maximum extent feasible, projects shall comply with the following design standards:

1. Site Design, Open Space and Landscaping
 - a. Projects shall be sited to maximize opportunities for creating usable, attractive, well-integrated Open Space.
 - b. Acceptable activities within the minimum required Open Space include natural areas (including wetlands and surface waters), wildlife and native plant habitat, landscape plantings, agricultural activities, low-impact design stormwater management, non-motorized trails, and other low-impact activities. Open Space shall not contain habitable structures.
 - c. Open Space shall be planned as a single contiguous area and, to the extent practicable, configured contiguously with any abutting conservation open areas.
 - d. Open Space intended for public use shall have direct access from one or more streets, pedestrian paths, sidewalks, and/or other public access.
 - e. Landscape design shall strive to provide greenery so that streets and access drives are lined with shade trees, large, paved areas are visually divided and screened, and buffers are provided within and around the Project.
 - f. Landscaped areas shall be planted with drought-tolerant species which do not require any automatic irrigation systems.
 - g. Plantings shall include species that are native or adapted to the region. Plants on the Massachusetts Prohibited Plant List and Invasive Plant List, as may be amended, shall be prohibited.
 - h. Lighting shall comply with Dark Sky standards and provide illumination necessary for safety and convenience while preventing glare and overspill to adjoining properties and reducing the amount of skyglow. The color temperature of exterior lighting shall not exceed 3000 Kelvin.

Parking and circulation on the site shall be organized to reduce the amount of impervious surface.

2. Building Siting
 - a. There shall be a landscaped buffer between buildings or structures and properties adjacent to the MCMOD;
 - b. Buildings shall be oriented to any adjacent usable open space, with access to the building onto or accessible to the usable open space;
 - c. Structures shall be oriented to provide pedestrian entrances to any adjoining sidewalks
 - d. Trash collection and dumpsters shall be located in appropriate areas and screened to avoid adverse impacts on properties adjacent to the MCMOD
 - e. Project shall minimize the visual impact of the development from the street by locating lower buildings closest to the street frontage and taller buildings in the interior of the parcels.
3. Building Design Features
 - a. Architecture shall demonstrate the cohesive planning of the development and present a clearly identifiable design feature throughout. It is not intended that buildings be totally uniform in

appearance or that designers and developers be restricted in their creativity. The following standards shall apply:

- b. To reduce a building's perceived mass, building facades shall be divided into smaller scale horizontal and vertical components, through use of changes in plane and changes in color, material, and texture.
- c. For multi-family buildings of three or more stories, building design shall maintain a distinction between upper and lower floors. Primary building entrances shall be accentuated. Design features can include covered porches, porticos, and other pronounced architectural forms.
- d. Buildings with pitched roofs shall have a pitch between 5:12 and 12:12.
- e. Side and rear facades shall be generally consistent with the primary facade's architectural style.
- f. Accessory buildings shall be in the same style as the primary building(s).
- g. Mechanical equipment at grade, attached to, or on the rooftops shall be screened from view or made an integral part of the overall design of the building.
- h. All utility, service, loading, and trash collection areas shall be screened or enclosed by plantings, walls, or solid fencing, or a combination thereof. Enclosures shall be designed to be compatible with the architecture of the adjacent building.
- i. Materials such as brick, stone, wood clapboard, and cementitious siding such as Hardi-plank shall be used for siding, particularly where visible at the pedestrian level.
- j. Architectural asphalt shingles are preferred for buildings with pitched roofs.

4. Circulation and Walkability

- a. Development shall be made pedestrian-friendly by use of amenities such as wide sidewalks/pathways, outdoor seating, and/or appropriate landscaping. Structures, parking, pathways and other pedestrian amenities shall be accessible by people with disabilities and designed to maximize ease of pedestrian access. Bicycle features shall include bike racks and be designed to provide pathways connecting to any existing and proposed bicycle routes.
- b. A paved pedestrian network shall connect parking to the entries to all buildings and the buildings to each other.

G. Affordable Component

MCMODDs shall provide affordable units as follows:

1. 10 (ten) percent of the units in an MCMODD shall be affordable units.
2. Affordable Units shall be dispersed throughout the project. The Affordable Units shall be indistinguishable in external appearance from any market-rate housing units in the MCMODD.
3. In computing this requirement, the total number of dwelling units shall be used.

4. Amend Section 218-2.5 Site Plan Review By inserting a new subsection (e) under Section 218-2.5.C.(2) Threshold of Review Major Project to read as follows:

“(e) MCMODD pursuant to Section 218-7.5”

5. Amend Section 218-6.2 Schedule of Intensity Regulations Notes #1. By adding the following at the end of the note:

“For MBTA Communities Multi-Family Overlay District Development see **Section 218-7.5**”

6. Amend the Groton Zoning Bylaw by deleting the words “ Department of Housing and Community Development” and “DHCD” wherever they appear and inserting the following words in their place respectively, “Executive Office of Housing and Liveable Communities” and “EOHLC”

7. Amend the Zoning Map of Groton by establishing the Multi Family Development Overlay District (MCMOD).

The zoning map of the Town of Groton is hereby amended by designating the following properties to be included in the Multi Family Development Overlay District:

Assessors Map Address & Parcel	Area	Owner
216-94 Main Street	2.04 acres	500MG LLC
216-95 Main Street	25.42 acres	500MG LLC
216-96 Main Street	9.32 acres	500MG LLC
216-98 Main Street	1.2 acres	Quality Green Homes LLC
216-99 Main Street	3.36 acres	Quality Green Homes LLC
216-99.1 Main Street	0.94 acres	Quality Green Homes LLC
216-01 489-497 Main Street	5.72 acres	Various (commercial condos)
110-29 Main Street	0.957 acres	445 Main Street Realty LLC

or to take any other action relative thereto.

Planning Board

Select Board: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: *Recommendation Deferred Until Town Meeting*

Summary: *This article proposes to create a zoning overlay district in which multi-family developments may be allowed “as of right” at a maximum density of 15 units per acre. The parcels on Main Street identified for inclusion in the overlay district are zoned General Business (GB) and are located within the sewer district. The existing zoning of the parcels included in the overlay district will remain unchanged. The purpose of this article is to implement zoning reform as required by M.G.L. Ch. 40A, Section 3A, a.k.a. the MBTA Communities Zoning Law (the “Law”). The Law was enacted to address the acute need for housing in Massachusetts. The Law requires MBTA Communities, including Groton, to adopt local zoning that provides at least one zoning district of reasonable size in which multi-family housing is allowed “as of right” at a minimum gross density of 15 units per acre.*

Article 16: MBTA Communities Multi-Family Overlay District Mover: Russ Burke

MOTION: I move to amend the Zoning Bylaw of the Town of Groton by adopting the Multi Family Development Overlay District as set forth under Article 16 of the Warrant for the 2025 Spring Town Meeting.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY RUSS BURKE AND SECONDED.

DEBATE: Mr. Burke said that the Planning Board voted unanimously to recommend this. Mr. Burke provided a presentation on this article. Ms. Joanne Thompson opposed this article and thought they should wait until the court cases related to this across the state are resolved.

Ms. Thompson moved to indefinitely postpone this article. The motion was seconded.

Mr. Burke said that the Milton case was ruled that there were flaws to implement the Act but not the Act itself adding that issue had gone away. The communities that were waiting to see what happens are not going to see this go away.

By not adopting this, the Town loses out on grant opportunities. Mr. Burke said that they are looking at the former Deluxe Property which has mostly been permitted. He said the balance of the property was being looked at for the Standalone Emergency Facility. Mr. John Amaral said that they have a fully approved permit for 200 units with 108 units being only one-bedroom units. He said that they have 8 units per acre on the 40B project. He urged the Town to support this adding the grant eligibility was important.

A motion was made and seconded to move the questions.

Quantum of Town Meeting Vote: 2/3s Majority

Vote to Move the Question: Yes – 90; No - 4; Motion Passed by 2/3s Majority Vote

Vote on Motion to Indefinitely Postpone

Quantum of Town Meeting Vote: Majority

Vote to Indefinitely Postpone: Yes – 23; No - 70; Motion Failed by Majority Vote

Vote on Main Motion

Quantum of Town Meeting Vote: Majority

Vote on Main Motion Under Article 16: Yes – 80; No - 16; Motion Passed by Majority Vote

Article 17: Accessory Dwelling Units

To see if the Town will vote to amend the Zoning Bylaw of the Town of Groton as follows:

1. Amend Section 218-5.2 Schedule of Use Regulations by amending the entry under Accessory Uses “Accessory Apartment as regulated under Section 218-9.4” by deleting the “N” use entries under the “NB, VCB, and GB” columns and inserting “Y” in their place and by deleting the “N” use entries under the R-A, R-B, NB, VCB, and GB columns so it reads as follows:

	R-A	R-B	NB	VCB	GB	I	P	O
Accessory Dwelling Unit	Y	Y	Y	Y	Y	N	N	N
More than One Accessory Dwelling Unit	PB	PB	PB	PB	PB	N	N	N

2. Amend Section 218-9.4.1 Purpose, by deleting the words “in the RA and RB Districts” in subsection a., so it reads as follows:

“a. To provide homeowners of a single-family dwelling with a means of sharing space and the burdens of home ownership, companionship, security, and services, thereby enabling them to stay more comfortably in homes and neighborhoods they might otherwise be forced to leave.”

3. Amend Section 218-9.4.2 Attached accessory dwelling unit in the second paragraph by deleting the words “RA and RB” and replacing them with the words “RA, RB, NB, VCB, and GB”, so it reads as follows:

“No more than one accessory dwelling unit shall be allowed as of right on a lot in the RA, RB, NB, VCB, and GB Districts providing the following criteria are met:”

4. Amend Section 218-9.4.3 Detached accessory dwelling unit in the first paragraph by deleting the words “R-A or R-B Districts subject to Site Plan Review” and inserting in their place the following words “R-A, R-B, NB, VCB, and GB Districts subject to Minor Site Plan Review” so it reads as follows:

“A Building Permit for the installation and use and rental of a detached accessory dwelling unit not to exceed 900 square feet of habitable floor area or 50% of the gross habitable floor area contained within the principal dwelling unit, whichever is less in a detached structure on a lot in the R-A, R-B, NB, VCB, and GB Districts shall be subject to Minor Site Plan Review pursuant to § 218-2.5 provided the following criteria are met:”

5. Amend Section 218-9-4.3.g. by deleting the first paragraph in its entirety and insert the following in its place, “The approval for Minor Site Plan review for a Detached Accessory Dwelling Unit shall include the following

findings:”

6. Amend Section 218-9-.4. Purpose, subsections b., c., d., and e., by adding the word “To” to the beginning of each subsection in order to be grammatically correct,

or take any 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 additional amendments to the Accessory Dwelling Unit (ADU) provisions of the zoning bylaw to be fully consistent with the ADU regulations of the Affordable Homes Act. These additional amendments were recommended by the Attorney General’s Office and Groton’s Town Counsel.*

Article 17: Accessory Dwelling Units

Mover: Russ Burke

MOTION: I move to amend the Zoning Bylaw of the Town of Groton regarding Accessory Dwelling Units as set forth under Article 17 of the Warrant for the 2025 Spring Town Meeting.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY RUSS BURKE AND SECONDED.

DEBATE: Mr. Burke said that the Planning Board held a public hearing in March 2025 and voted unanimously to approve the recommended changes. He provided a brief outline of the proposed changes.

Quantum of Town Meeting Vote: Majority

Vote on Article 17: Yes – 65; No - 3; Motion Passed by Majority Vote

Article 18: *Accept Monarch Path as a Town Way*

To see if the Town will vote to accept Monarch Path as a public way, as recommended by the Planning Board and laid out by the Select Board and as shown on a plan entitled “Right-of-Way As-Built of Monarch Path, Groton, Massachusetts, Owned by Ebrahim Masalehdan”, prepared by TFM Civil Engineers, Bedford, NH for Ebrahim Masalehdan, dated May 2, 2022, 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 Monarch Path as a public way.*

Article 18: Accept Monarch Path as a Public Way

Mover: Peter Cunningham

MOTION: I move to accept Monarch Path as a public way and to authorize the Select Board to acquire the necessary real estate interests for such way as set forth under Article 18 of the Warrant for the 2025 Spring Town Meeting.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY PETER CUNNINGHAM AND SECONDED.

DEBATE: Mr. Francisco said that the Planning Board voted to approve the public way for the subdivision.

Quantum of Town Meeting Vote: Majority
Vote on Article 18: Yes – 57; No - 3; Motion Passed by Majority Vote

ARTICLES 19 THROUGH 28 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED ON PAGE 2 OF THIS WARRANT.

Article 19: Funding for the Destination Groton Committee

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2026 and thereafter, for the purpose of providing funding for the Destination Groton Committee to carry out the Charge of the Committee, and all costs associated and related thereto, or to take any other action relative thereto.

Destination Groton Committee

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *The purpose of this Article is to provide \$15,000 in funding for the Destination Groton Committee to carry out its charge, which is to pursue a course of action intended to engage all Town stakeholders, including the business and non-profit communities, Town leaders, Federal and State elected officials and Town residents in a series of public information forums, economic research and data analysis, in order to, through a ten-year Town Center Strategic Vision Plan, prepare for an increase in visitors to town while at the same time work to preserve its rural small-town charm. The purpose of this request is to meet a state required minimum local Town expenditure of \$15,000 in a prior fiscal year in order to qualify for major matching grants in Destination Development, Historic Preservation, Infrastructure, and Cultural programs that promote Groton to meet the needs of increased visitors. A portion of this funding will be used to set aside local match opportunities and to produce a Groton Public Engagement Vision Forum and the second Regional Tourism Conference to promote Groton as a gateway for the region.*

Article 20: Transfer within the Water Enterprise Fund

To see if the Town will vote to transfer a sum or sums of money from the Water Enterprise Fund Surplus to the Fiscal Year 2025 Water Department Operating Budget, or to take any other action relative thereto.

Board of Water Commissioners

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

Summary: *This article allows the Water Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2025 Water Department Budget. As of the printing of the Warrant, it is anticipated that \$75,000 will need to be transferred for this purpose.*

Article 21: *Transfer Within the Center Sewer Enterprise Fund*

To see if the Town will vote to transfer a sum or sums of money from the Center Sewer Enterprise Fund Surplus to the Fiscal Year 2025 Center Sewer Enterprise Department Budget, or to take any other action relative thereto.

Board of Sewer Commissioners

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

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2025 Center Sewer Budget. As of the printing of the Warrant, it is anticipated that \$25,000 will need to be transferred for this purpose.*

Article 22: *Transfer Within the Four Corners Sewer Enterprise Fund*

To see if the Town will vote to transfer a sum or sums of money from the Four Corners Sewer Enterprise Fund Surplus to the Fiscal Year 2025 Four Corners Sewer Enterprise Department Budget, or to take any other action relative thereto.

Board of Sewer Commissioners

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

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2025 Four Corners Sewer Budget. As of the printing of the Warrant, it is anticipated that \$20,000 will need to be transferred for this purpose.*

Article 23: *Prior Year Bills*

To see if the Town will vote to transfer from available funds a sum or sums of money for the payment of unpaid bills from prior fiscal years, or to take any other action relative thereto.

Select Board

Select Board: *Recommendation Deferred Until Town Meeting*
Finance Committee: *Recommendation Deferred Until Town Meeting*

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

Article 24: *Appropriate Money to Offset the Snow and Ice Deficit*

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2025 Snow and Ice Budget, as approved under Article 5 of the May 18, 2024 Special 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 FY 25. The current deficit is projected to be approximately \$170,000.*

Article 25: *Debt Service for Middle School Track*

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Chapter 44B, Section 5, of the Massachusetts General Laws, for debt service for Fiscal Year 2026 for the Middle School Track Project, as authorized under Article 7 of the May 1, 2021 Spring Town Meeting, or to take any other action relative thereto.

Community Preservation Committee

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

Summary: *This Article appropriates the debt service payment for the Middle School Track Project. Article 7 of the May 21, 2021 Spring Town Meeting appropriated \$1,405,374 for the project. In FY 2026, the Community Preservation Committee will pay \$202,467 in debt service (\$169,702 in principal payment and \$32,765 in interest payment) for this appropriation. To fund this appropriation the entire amount will come from the Unallocated Reserve.*

Article 26: *Transfer Bond Proceeds*

To see if the Town will vote to transfer the excess bond proceeds of \$24,530.27 from the \$1,131,041 borrowing authorized under Article 8 of the April 29, 2019 Spring Town Meeting for the Library Roof, pursuant to M.G.L., c. 44, §20 to the Florence Roche Elementary School Construction Project as authorized under Article 8 of the May 1, 2021 Spring Town Meeting, or to take any other action relative thereto.

Town Manager
Assistant Director of Finance/Town Accountant

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

Summary: *The purpose of this Article is to transfer the remaining funds for the Library Roof Project to the Florence Roche Elementary School Construction Project as they are no longer needed for the Library Roof and can be used to reduce the final borrowing for the Elementary School Project.*

Article 27: 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 2025 spending limits for the various revolving funds as follows:

Program or Purpose	FY 2026 Spending Limit
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Building Rental Fund	\$50,000
Affordable Housing Marketing	\$20,000
Home Recycling Equipment	\$10,000
Access for Persons with Disabilities	\$10,000
Council on Aging Program Fund	\$40,000
Boat Excise Tax Fund	\$ 5,000
Transfer Station Glass	\$20,000
Senior Center Fitness Equipment	\$10,000

or to take any other action relative thereto.

Town Manager

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *This Article sets the limit of annual spending for the various revolving funds authorized by previous Town Meeting votes and is currently set forth in the Town’s Bylaw for said purpose.*

Article 28: Repair Sprinkler System at Town Hall

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 2025 and thereafter, to pay for repairs to the Sprinkler System at Town Hall, or to take any other action relative thereto.

Town Manager

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *The sprinkler system at the Town Hall is a dry system. When it is tested, water is put into the system and then removed. Unfortunately, minute amounts of water left in the piping have caused rust to develop. The original system was installed when the Town Hall was renovated in 1999. Repairs were put out to bid and the low bid came in at \$125,000. The old piping will be replaced with non-rusting galvanized piping. This Article will seek a transfer from Free Cash to pay for the repairs.*

CONSENT MOTION #4 – Articles 19 through 28

Mover: John Reilly

MOTION: I move that the Town vote to combine for consideration Articles 19, 20, 21, 22, 23, 24, 25, 26, 27 and 28 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.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY JOHN REILLY AND SECONDED.

DEBATE: There were no holds and no debate.

Quantum of Town Meeting Vote: Majority

Vote on Consent Motion #4 for Articles 19-28: Yes – 59; No - 4; Motion Passed by Majority Vote

**Motion to Dissolve 2025 Spring Town Meeting was moved and seconded at 11:00pm.
Voice Vote was unanimous.**

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 7th Day of April in the year of our Lord Two Thousand Twenty-Five.

Alison S. Manugian

Alison S. Manugian, Chair

Rebecca H. Pine

Rebecca H. Pine, Vice-Chair

Peter S. Cunningham

Peter S. Cunningham, Clerk

John F. Reilly

John F. Reilly, Member

Matthew F. Pisani

Matthew F. Pisani, 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 2026

Pursuant to Article 6 “Finance and Fiscal Procedure”, Section 6.4 “The Budget”, of the Charter of the Town of Groton, Massachusetts, the Finance Committee, Select Board and Town Manager are pleased to submit for your consideration the Proposed Fiscal Year 2026 Operating Budget for the Town of Groton. This budget reflects our ongoing commitment to transparency, fiscal responsibility, and the well-being of Groton. As we navigate the complexities of budgeting in this challenging time, it is important to acknowledge the reduced revenues we are currently facing. The defeat of the proposed Proposition 2½ override last year has had a significant impact on the Groton Dunstable Regional School District which limited their ability to fund essential services and programs to continue to provide the quality education Groton’s children deserve. This situation requires the Town to be more strategic and innovative in its approach to budgeting, ensuring that the Town prioritizes the needs of Groton while remaining within its financial constraints. In light of these challenges, the Finance Committee, Select Board and Town Manager remain proud of the continued collaboration with the Groton Dunstable Regional School District.

In accordance with the Groton Charter and the Town’s Financial Policies, prior to the creation of the initial Budget, the Finance Committee and Select Board provided the following Guidance to the Town Manager:

- A. The Town Manager shall keep any increase in Municipal Spending in Fiscal Year 2026 to a total increase of \$475,000.
- B. Any remaining new revenues in Fiscal Year 2026 shall be used to cover the Proposed FY 2026 Operating Assessment of the Groton Dunstable Regional School District.

The Town Manager and Finance Committee spent a great deal of time reviewing and developing Revenue Estimates for Fiscal Year 2026. In accordance with the Town’s custom, revenue estimates were developed to be consistent with the five-year average in the various categories. The Governor has proposed increasing Groton’s Unrestricted Local Aid by \$40,621, from \$1,152,082 to \$1,192,703. With regard to New Growth, based on a recommendation from the Principal Assessor, the Town Manager and Finance Committee are estimating \$15 million in Growth, which will generate an additional \$228,750 in tax revenues in Fiscal Year 2026. The Fire & Emergency Medical Services Receipts Reserved for Appropriation Account will again provide \$350,000 in Fiscal Year 2026 to offset the Fire Department Budget. The Town Manager and Finance Committee continue to take a conservative approach in developing Estimated Receipts in FY 2026. Due to a change in the way the Town budgets benefit reimbursement by the various Enterprise Funds (explained below), local receipts will decrease by \$83,806 from \$5,652,133 to \$5,568,327, or a reduction of 1.5%. Please note that there will be a reduction in the Employee Benefits Budget for Health Insurance to reflect this decrease. The following is a summary of changes in some of the Estimated Receipt Categories:

1. **Motor Vehicle Excise Taxes** – The five-year average is \$1,823,309. In Fiscal Year 2024, the Town collected \$2,058,767 in Motor Vehicle Excise Taxes. Based on this, at this time, there will be a slight increase in Motor Vehicle Excise Taxes by \$39,417 to \$1,860,000 in FY 2026.
2. **Meals Tax/Room Occupancy Tax** – This continues to be an excellent revenue source for Groton. Based on current year collections, it is being increased by \$25,000 in Fiscal Year 2026 to \$425,000.
3. **Payments in Lieu of Taxes (PILOTs)** – The Town is anticipating an increase of \$19,713 in PILOTs in FY 2026 from \$395,443 to \$415,156 based on the success of the ticket surcharge agreed to by Groton Hill Music.
4. **Other Departmental Revenue** – As stated above, in Fiscal Year 2026, the Town will change the way it receives reimbursement from the various Enterprises. Instead of appropriating the total amount of health insurance benefits in the Town Budget and then collecting the revenue from the Enterprises, the Enterprises will pay their share directly to our Health Insurance Carrier. To this end, this category was decreased by \$271,691 from \$854,063 to \$582,372 to reflect the new process.
5. **Recreation Revenues** – Based on the last five years of outstanding success of the Groton Country Club, this estimate is being increased by \$125,000 in FY 2026 from \$750,000 to \$875,000.

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

Revenue Source	Budgeted FY 2025	Proposed FY 2026	Dollar Change	Percent Change
Property Tax*	\$ 38,052,807	\$ 39,317,497	\$ 1,264,690	3.32%
State Aid	\$ 1,152,082	\$ 1,192,703	\$ 40,621	3.53%
Local Receipts - Excluding Country Club	\$ 4,902,133	\$ 4,693,327	\$ (208,806)	-4.26%
Country Club Revenue	\$ 750,000	\$ 875,000	\$ 125,000	16.67%
Other Available Funds	\$ 350,000	\$ 350,000	\$ -	0.00%
TOTAL	\$ 45,207,022	\$ 46,428,527	\$ 1,221,505	2.70%

*Includes 2½ percent increase allowed by law and estimated \$15 million in new growth.

In developing the Fiscal Year 2026 Budget, a review of mandatory expenditures is warranted, as well as areas in the budget that are routine in nature. With regard to mandatory expenditures, two categories fit this definition, Pension and Health Insurance. With regard to the Pension Budget, Middlesex County has informed the Town that our Assessment in Fiscal Year 2026 will decrease by 0.49%, or by \$12,903 from \$2,653,019 to \$2,640,116.

With regard to Health Insurance, as you will recall, the Town left the Minuteman Nashoba Health Group (MNHG) last year and joined the Massachusetts Interlocal Insurance Association (MIIA). This was very beneficial for the Town in Fiscal Year 2025 as the Health Insurance Budget increased by less than five (5%) percent. Unfortunately, due to an unstable health insurance market, the rates have increased by 14.8% percent in Fiscal Year 2026. While the Town had anticipated a larger reduction in the Health Insurance Budget as explained earlier, the Health Insurance Line Item will still decrease by 12.77%, or \$279,497 from

\$2,185,497 to \$1,906,470. That said, the 14.8% increase in rates required the Select Board and Finance Committee to adjust their Budget Guidance and allow the Municipal Budget to increase by \$518,204, an additional \$43,204 over the original Budget Guidance.

The Town has six (6) Collective Bargaining Units. All contracts were up for renegotiation in Fiscal Year 2026. The Select Board, Finance Committee and Town Manager are pleased to announce that all six (6) Unions have agreed to new three year agreements that will provide budget stability over the next three years. Each Union has agreed to a nine (9%) percent increase over the next three years, or three (3%) percent per year. This is in line with current economic conditions and similar agreements settled in neighboring Towns, as well as the Agreement reached last year by the Groton Dunstable Regional School District and the Groton Dunstable Educators Association. Based on these Agreements, along with the employees that have contracts, salaries and wages will increase by \$377,688 in FY 2026.

Fiscal Year 2026 will see an increase in Excluded Debt as we pay debt service on the Florence Roche Elementary School Project to cover both debt that has been permanently financed (\$28 million), as well as borrowed using bond anticipation notes (BAN) (approximately \$27 million). In Fiscal Year 2026, the Town will renew the BAN on the remaining \$27 million in June, 2025, with a mandatory principal pay down. Based on this, it is expected that Municipal Excluded Debt will increase by \$755,260, or 17.2% from \$4,393,463 to \$5,148,723. Excluded Debt from the Groton Dunstable Regional School District will decrease by \$274,233, or 71.3% from \$384,622 to \$110,389. Overall, Excluded Debt will increase in Fiscal Year 2026 by \$481,074, or 10.1% from \$4,776,976 to \$5,258,050. The Town will continue its practice to stabilize debt service within the Levy Limit at approximately \$250,000 - \$300,000 annually. Funding from the Excess and Deficiency (“Free Cash”) Account and Emergency Medical Services Fund will be utilized to pay down the Principal and Interest on the Dump Truck for the Highway Department and Ambulance for the Fire Department. The following chart shows a comparison between FY 2025 and FY 2026:

	<u>FY 2025</u>	<u>FY 2026</u>
Long Term Debt - Principal Non-Excluded	\$ 165,000	\$ 165,000
Long Term Debt - Interest - Non-Excluded	\$ 110,364	\$ 97,144
Short Term Debt - Principal	\$ 123,526	\$ 122,685
Short Term Debt - Interest	\$ 8,644	\$ 21,851
Total	\$ 407,534	\$ 406,680
Less Free Cash Offset	\$ 132,170	\$ 43,922
Less EMS Fund Offset	\$ -	\$ 100,614
Total In-Levy Taxation for Debt Service	\$ 275,364	\$ 262,144

The Country Club continues to perform very well. Fiscal Year 2024 was another successful year for the Groton Country Club. It was a record year for revenue. The Club generated \$867,331 in revenue for FY 2024, which is \$72,962 more than FY 23 (another record year in which the Club generated \$794,369 in revenues). Based on the final expenditure total of \$854,972 (\$172,568 in salaries; \$253,111 in wages; \$223,824 in expenses; and \$205,469 in capital expenditures) the club made a slight profit of \$12,359. However, when you factor in overhead (health insurance, etc.), there was a taxpayer subsidy of \$49,016. That said, however, in FY 2023, the Club generated a profit of \$119,713, so over a two-year period, the Club has returned \$70,697 to the General Fund.

Based on the revised Budget Guidance from the Select Board and Finance Committee, the Municipal Budget will increase by \$518,204 in Fiscal Year 2026. In order to calculate the increase year over year, a review of the Final Approved Fiscal Year 2025 Budget is required. The 2024 Fall Town Meeting added several one-time expenses from Free Cash to the Budget. These expenses are not expected to re-occur in Fiscal Year 2026, and, therefore, need to be removed from the Fiscal Year 2025 Budget when calculating any increase in the Municipal Budget. The Final Proposed Fiscal Year 2026 Municipal Operating Budget by Function (not including Debt Service) is as follows:

	FY 2025 Original Appropriation	FY 2025 Fall Town Meeting Adjustments	FY 2026 Proposed	Difference From Original	Difference From Fall TM
General Government	\$ 2,498,370	\$ 2,574,970	\$ 2,565,835	\$ 67,465	\$ (9,135)
Land Use	\$ 520,749	\$ 520,749	\$ 549,503	\$ 28,754	\$ 28,754
Protection of Persons	\$ 4,515,079	\$ 4,683,315	\$ 4,864,896	\$ 349,817	\$ 181,581
DPW	\$ 2,389,516	\$ 2,389,516	\$ 2,475,216	\$ 85,700	\$ 85,700
Library/Citizen Services	\$ 2,200,457	\$ 2,288,957	\$ 2,439,509	\$ 239,052	\$ 150,552
Employee Benefits	\$ 5,174,990	\$ 5,199,336	\$ 4,922,406	\$ (252,584)	\$ (276,930)
Total	\$ 17,299,161	\$ 17,656,843	\$17,817,365	\$ 518,204	\$ 160,522

In presenting the Fiscal Year 2026 Budget, it is important to point out that the Groton Dunstable Regional School District is facing significant challenges. In Fiscal Year 2025, the Groton Dunstable Regional School District experienced a difficult year due to the failed override of Proposition 2½ in both Groton and Dunstable. This was compounded by the ongoing lack of adequate aid from the Commonwealth. As a result, the District was forced to make the tough decision to lay off 24 full-time equivalent employees. This reduction has had a profound impact on the District’s ability to provide the level of education Groton’s students deserve and expect. The District’s Budget in FY 2025 only saw an increase of 0.91%, which was insufficient to meet the growing needs of students and staff. In Fiscal Year 2026, the priority for the Town of Groton and the Groton Dunstable Regional School District must be to maintain services and ensure that they do not face further reductions in teaching positions. It is important to note that state aid currently accounts for only 25.8% of the District’s total revenues, which places a significant burden on the towns of Groton and Dunstable to cover the majority of the Operating Expenses. Specifically, Groton contributes approximately 55.3% of the total revenues, highlighting the critical role Groton plays in supporting the education mission of the District. The Town of Groton must continue to work collaboratively with both the School District and the Town of Dunstable to ensure that the District continues to provide a high-quality education that prepares the students for success.

Pursuant to the Guidance, after proposing a \$518,204 increase in the Municipal Budget, there is \$1,365,564, or 5.2% in available new revenues for the Groton Dunstable Regional School District in Fiscal Year 2026 without seeking an override of Proposition 2½. Unfortunately, this amount of funding is not enough to meet the needs of the District in Fiscal Year 2026. The Groton Dunstable Regional School District has approved a Budget with an increase of approximately six (6%) percent. This would require an increase in Groton’s Assessment of \$2,038,814, or an additional \$673,250 over what is currently available within the levy limit. Due to the flat subsidy received from the Commonwealth, the burden of funding this necessary increase to maintain services falls on the Towns of Groton and Dunstable. The School Committee is proposing the reinstatement of two critical positions that were cut in FY 2025 that are necessary for the well-being of students: one full-time school nurse needed to serve students in the Middle School North Building, and one counselor to provide adequate support for Middle School students. The

approved budget also includes a reduction of one full-time administrative assistant at the central office to offset the reinstatement of these critical positions. The approved Budget by the District School Committee prevents further reductions in personnel, however, it is important to state that it cannot fully address the impact of 30+ positions cut in FY 2024 and FY 2025, nor does it represent how the District can best support the educational needs of all students. Funding this proposed budget is critical to meet the needs of students, prevent further cuts, and provide the resources necessary to move the School District forward in the right direction.

For this reason, the Select Board, Finance Committee and Town Manager are in unanimous support of an Override of Proposition 2½ in Fiscal Year 2026 for the School District in the amount of \$673,250. This increase will allow the District to continue to provide a quality education to the children of Groton and provide the District another year to complete its various studies including changes in the Regional Agreement and Operational Audit to further streamline and improve its overall operation. A \$673,250 override would add \$0.25 to the anticipated FY 2026 Tax Rate and cost the average taxpayer (a home valued at \$707,877) an additional \$177.

The Town Meeting will be presented with a Balanced Budget which will increase the School District Assessment by \$1,365,564, and a contingent Budget seeking an additional \$673,250 in the School District Assessment contingent on an Override of Proposition 2½ at the May 20, 2025 Annual Town Election. Question 1 on the Ballot will read as follows:

QUESTION 1: Shall the Town of Groton be allowed to assess an additional \$673,250 in real estate and personal property taxes for the purpose of funding the Assessment of the Groton Dunstable Regional School District for the fiscal year beginning July 1, 2025?

Last year, Groton realized a major increase in the Assessment from the Nashoba Valley Technical School District based on an increase of nine (9) students from Groton attending the School. This year, there are four (4) fewer students attending the School. Based on this, the Assessment from Nashoba Tech has decreased in Fiscal Year 2026 by \$58,229, from \$966,719 to \$908,490.

The balanced Fiscal Year 2026 Operating Budget (within the anticipated levy limit) includes funding for two (2) additional Firefighter/EMTs that were added at the 2024 Fall Town Meeting. This brought the total number of full-time Firefighter/EMTs to ten (10), plus the Fire Chief and Deputy Fire Chief. The Select Board, by a vote of four (4) in favor and one (1) opposed (Pine), and the Finance Committee by a vote of five (5) in favor and two (2) deferred until Town Meeting (Robertson and Lengyel) are recommending that the Fiscal Year 2026 Budget be increased by \$630,904 to add an additional six (6) Firefighter/EMTs to the Groton Fire Department to bring the total number of full-time Firefighter/EMTs (not including the Fire Chief and Deputy Fire Chief) to sixteen (16) This will allow for four (4) Firefighter/EMTs to be on duty 24 hours per day, 7 days a week.

This request is not new, as additional staffing has been requested in the Fire Department as early as 2020. From Fiscal Year 2021 through Fiscal Year 2025, former Fire Chief Steele McCurdy and current Fire Chief Arthur Cheeks have provided data to justify the need for additional staffing in the Groton Fire Department. It should be made clear that the request for additional staffing has been discussed and requested long before the closure of the Nashoba Valley Medical Center. The call volume alone since 2021 has required a consideration of additional staffing. The Fire Department responded to 1,705 calls in 2024 compared to 1,465 calls just one year prior. Of the 1,705 requests, 53% were classified as EMS which is a 30% increase from 2023.

A brief history of this request is as follows:

- April 2021: The Fire Chief presented data to the Select Board explaining that 1/3 of the time within critical incidents, first level supervision forcing inexperienced Firefighters/EMTs to be expected to assume roles that were undesignated and outside of their job description. In addition, the Fire Chief proposed the following optimum level of staffing based on call volume and response times:

- Chief, Deputy Chief, 16 career Firefighters (4 of which are officers), 3 on call officers, & 25 + call/volunteer FF/EMTs. This request would result in adding 8 career Firefighters in FY 2022.

Town decided not to bring this forward.

- FY 2022 Budget Proposal: Select Board and Finance Committee were presented with the need for an additional Firefighter to free up the Deputy Chief to allow for a more focused and efficient fire prevention Community Risk Reduction activities without interfering with the day-to-day operations. While this has not been solidified yet and with the increase in call volume, the Fire Department is required to cancel or reschedule inspections, miss plan review meetings, not fulfill required school inspections in a timely manner etc.

Town decided not to bring this forward.

-FY 2023 Budget Proposal: Then Chief McCurdy requested 2 additional Firefighter/EMTs to bolster staffing needs and allow for a more level service. During his Budget Presentation, the following was presented:

- Presented that one more significant staffing increase was on the horizon to ultimately bring the staffing to 16.
- Proposed for the first time the idea of transforming the level of service we provide from a Basic Life Support System to an Advanced Life Support System.
- The Chief and Deputy Chief were assessed to have logged an extra 196 and 172 extra hours respectively. This number continues to grow due to increases in call volume and the lack of staffing. This results in burnout and low morale.

Town decided not to bring this forward.

-FY 2024 Budget Proposal: Then Chief Steele McCurdy and Deputy Chief Arthur Cheeks addressed the need for additional staffing by 2 Firefighter/EMTs and presented the goal to raise the Department's staffing levels to an optimum 16 career Firefighter/EMTs. Doing this would allow for the following:

- This would allow the Department to provide consistent service, response, safety for the Town and for the Firefighters on initial fire assignments.
- Further, it allows for a decrease in overall overtime costs, improve the Department's ability to fulfill and complete all Community Risk Reduction planning efforts as well as perform all day-to-day tasks, i.e., inspections, plan reviews, apparatus and equipment maintenance and readiness checks, training.

Town decided not to bring this forward.

-FY 2025 Budget Proposal: Continued the same message as previous years, including adding the following statistics (Please note that all of this was before the closure of Nashoba Valley Medical Center):

- Included the National Fire Protection Agencies minimum requirements (minimum of 6 firefighters on an initial fire response within 14 minutes).
- ISO ratings - Public Protection Classification - Lack ability to meet minimum requirements. This does have an impact on insurance premiums for our town homeowners.

Town decided to add two additional Firefighters at the 2024 Fall Town Meeting.

-FY 2026 Budget Proposal: Based on the foregoing, the Fire Chief requested six additional Firefighter/EMTs to allow for four Firefighters on every shift, which matches the request in April, 2021.

The Groton Fire Department call volume continues to increase, causing a strain on its ability to complete day to day tasks and provide level coverage for the town regardless of time of day. Please see the increase in call volume since 2019:

year	calls	Increase #	% change from previous year
2019	1312		
2020	1318	6	0.46
2021	1381	63	4.78
2022	1423	42	3.04
2023	1470	47	3.30
2024	1720	250	17.01

Currently, the Department is on pace for 1930 calls in 2025, which would amount to an additional increase of 12% in volume.

Mutual Aid requests have also increased over the last two years (again, before the closure of the Nashoba Valley Medical Center). Please consider the following:

- 2023: 299 total mutual aid services –
 - Of those 16 were for Structure Fires
 - 35 mutual aid services provided for EMS calls to other towns
- 2024: 421 total mutual aid services
 - Of those 20 for structure fires
 - 75 mutual aid EMS services provided to other towns

From January 1, 2022 through December 31, 2022, out of 1423 total incidents, there were 163 overlapping incidents, or 11% of the total calls.

From January 1, 2023 through December 31, 2023, out of 1470 total incidents, there were 207 overlapping calls, or 14% of the total calls.

From January 1, 2024 through August 31, 2024 (closure of Nashoba Valley Medical Center), out of 1085 total incidents, there were 140 overlapping calls, or 13% of the total calls.

From September 1, 2024 through December 31, 2024, out of 635 total incidents, there were 112 overlapping calls, or 18% of the total calls. This represents a 62% increase of the calls over the first 8 months of 2024.

As stated above, the Balanced Fiscal Year 2026 Budget presented to the Town Meeting will add two (2) Firefighter/EMT's to the Fire Department Budget. Based on the above explanation and similar to the request for additional funding for the Groton Dunstable Regional School District, the Select Board, Finance Committee and Town Manager are proposing the following contingent Budget for consideration by the Town Meeting that would require an Override of Proposition 2½:

Salary -	\$395,538
Holiday Pay -	\$ 51,166
Initial Gear -	\$ 24,000
Uniform Allowance -	\$ 10,200
Health Insurance (Family) -	<u>\$150,000</u>
Total	\$630,904

In addition, an anticipated increase in Pension Costs in Fiscal Year 2028 for adding these additional Firefighter/EMTs would require an additional \$150,000, bringing the total Override Request to \$780,904, with \$630,904 impacting the Fiscal Year 2026 Budget. A \$630,904 override would add \$0.22 to the anticipated FY 2026 Tax Rate and cost the average taxpayer (a home valued at \$707,877) an additional \$156.

Question 2 on the 2025 Annual Election Ballot will read as follows:

QUESTION 2: Shall the Town of Groton be allowed to assess an additional \$780,904 in real estate and personal property taxes for the purpose of funding six (6) additional Firefighter/EMTs for the Groton Fire Department for the fiscal year beginning July 1, 2025?

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 January 31, 2025 and the budget that will be proposed to the 2025 Spring Town Meeting (please note that a majority of the approved adjustments are based on finalizing the various Union Contracts):

<u>Line</u>	<u>Department/Description</u>		<u>Original Proposed</u>		<u>Committee Approved</u>
1030	Town Manager Salaries	\$	262,550	\$	295,327
1050	Town Accountant Salaries	\$	125,385	\$	125,885
1060	Board of Assessors Salaries	\$	105,000	\$	105,500
1070	Treasurer/Collector Salaries	\$	165,810	\$	166,060
1090	Human Resource Salary	\$	100,175	\$	102,549
1100	Information Technology Salary	\$	128,532	\$	131,977
1130	Town Clerk Salaries	\$	105,356	\$	105,856
1200	Conservation Salary	\$	81,047	\$	85,565
1210	Planning Salaries	\$	97,928	\$	103,222
1240	Building Department Salaries	\$	107,263	\$	113,370
1300	Police Department Salaries	\$	319,324	\$	342,265
1301	Police Department Wages	\$	2,217,197	\$	2,305,558
1310	Fire Department Salaries	\$	282,144	\$	285,544
1400	Nashoba Tech Operating Assessment	\$	911,000	\$	908,490
1500	Highway Department Salaries	\$	174,625	\$	179,124
1501	Highway Department Wages	\$	750,409	\$	773,563
1502	Highway Department Expenses	\$	136,900	\$	147,900
1550	Solid Waste Wages	\$	158,964	\$	164,820
1600	Council on Aging Salaries	\$	171,205	\$	176,376
1710	Local Access Cable Department Salaries	\$	71,050	\$	75,511
3010	Health Insurance/Employee Expense	\$	2,087,511	\$	1,906,470
	Total	\$	8,559,375	\$	8,600,932

The following is the total proposed Fiscal Year 2026 Balanced Operating Budget proposed for Town Meeting consideration (compared with Fiscal Year 2025):

<u>Category</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
General Government	\$ 2,574,970	\$ 2,565,835	\$ (9,135)	-0.35%
Land Use	\$ 520,749	\$ 549,503	\$ 28,754	5.52%
Protection of Persons and Property	\$ 4,683,315	\$ 4,864,896	\$ 181,582	3.88%
Department of Public Works	\$ 2,389,516	\$ 2,475,216	\$ 85,700	3.59%
Library and Citizen Services	\$ 2,288,957	\$ 2,439,509	\$ 150,552	6.58%
Employee Benefits	\$ 5,199,336	\$ 4,922,406	\$ (276,930)	-5.33%
Sub-Total	\$ 17,656,843	\$ 17,817,366	\$ 160,524	0.91%
Debt Service - Excluded	\$ 4,393,463	\$ 5,148,723	\$ 755,260	17.19%
Debt Service - In Levy Only	\$ 538,989	\$ 406,680	\$ (132,309)	-24.55%
Sub-Total - All Municipal	\$ 22,589,295	\$ 23,372,769	\$ 783,475	3.47%
Nashoba Tech	\$ 966,719	\$ 908,490	\$ (58,229)	-6.02%
Groton-Dunstable Operating	\$ 26,412,384	\$ 27,777,948	\$ 1,365,564	5.17%
Groton Operating Grant	\$ 619,000	\$ -	\$ (619,000)	-100.00%
Groton-Dunstable Excluded Debt	\$ 384,622	\$ 110,389	\$ (274,233)	-71.30%
Groton-Dunstable In-Levy Debt	\$ 60,534	\$ -	\$ (60,534)	-100.00%
Groton Dunstable Capital	\$ 295,767	\$ 278,643	\$ (17,124)	-5.79%
Sub-Total - Education	\$ 28,739,026	\$ 29,075,470	\$ 336,444	1.17%
Grand Total - Town Budget	\$ 51,328,321	\$ 52,448,239	\$ 1,119,919	2.18%

The total Balanced Fiscal Year 2026 Proposed Operating Budget, including an increase of \$1,365,564 in the Assessment of the Groton Dunstable Regional School District and the Assessment of the Nashoba Valley Regional Technical High School, and excluded debt, is \$52,448,239, or an increase of 2.18%. This proposed Balanced Budget is at the anticipated FY 2026 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 Balanced Budget is \$57,030,143. The Fiscal Year 2025 Tax Rate has been certified at \$15.25. Based on the Proposed Balanced Budget, the estimated Tax Rate for Fiscal Year 2026 is \$15.78, or an increase of \$0.53. In Fiscal Year 2025, the average Tax Bill in the Town of Groton (based on a home valued at \$707,877) is \$10,795. Under this proposed balanced budget, the same homeowner can expect a tax bill of \$11,170, or an increase of \$375. The following chart shows a comparison between FY 2025 and FY 2026:

	Actual FY 2025	Proposed FY 2026	Dollar Change	Percent Change
Levy Capacity Used	\$ 38,052,807	\$ 39,317,497	\$ 1,264,690	3.32%
Tax Rate on Levy Capacity Used	\$ 13.55	\$ 13.92	\$ 0.37	2.73%
Average Tax Bill	\$ 9,592	\$ 9,854	\$ 262	2.73%
Excluded Debt	\$ 4,776,976	\$ 5,258,050	\$ 481,074	10.07%
Tax Rate on Excluded Debt	\$ 1.70	\$ 1.86	\$ 0.16	9.41%
Average Tax Bill	\$ 1,203	\$ 1,317	\$ 113	9.41%
Final Levy Used	\$ 42,829,783	\$ 44,575,547	\$ 1,745,764	4.08%
Final Tax Rate	\$ 15.25	\$ 15.78	\$ 0.53	3.48%
Average Tax Bill	\$ 10,795	\$ 11,170	\$ 375	3.48%

The Town Meeting will be asked to consider the following increases to the Balanced Fiscal Year 2026 Operating Budget, contingent on an Override of Proposition 2½:

Question #1 - Additional Funding for Groton Dunstable Regional School District Assessment

<u>Line</u>	<u>Department/Description</u>	FY 2026 Proposed Within Levy	Additional Amount Requested	FY 2026 Proposed With Override	FY 2026 Additional Tax Rate Impact	FY 2026 Impact on Average Tax Bill
1410	GDRSD Operating Assessment	\$ 27,777,948	\$ 673,250	\$ 28,451,198	\$ 0.25	\$ 177
Total FY 2026 Question #1 Impact		\$ 27,777,948	\$ 673,250	\$ 28,451,198	\$ 0.25	\$ 177

Question #2 - Additional Funding to Add Six (6) Firefighters to the Groton Fire Department

1311	Fire Department Wages	\$ 1,367,470	\$ 446,704	\$ 1,814,174	\$ 0.16	\$ 113
1312	Fire Department Expenses	\$ 225,646	\$ 34,200	\$ 259,846	\$ 0.01	\$ 7
3010	Health Insurance/Employee Expenses	\$ 1,906,470	\$ 150,000	\$ 2,056,470	\$ 0.05	\$ 35
Sub-Total		\$ 3,499,586	\$ 630,904	\$ 4,130,490	\$ 0.22	\$ 156
3000	County Retirement (FY 2028)		\$ 150,000			
Total FY 2026 Question #2 Impact		\$ 3,499,586	\$ 780,904	\$ 4,130,490	\$ 0.22	\$ 156

The following chart shows the Tax Bill impact should both the Town Meeting and Annual Election approve the proposed increases in the School District Assessment and Fire Department Budget (comparison between FY 2025 and FY 2026):

	Actual FY 2025	Proposed FY 2026	Dollar Change	Percent Change
Levy Capacity Used	\$ 38,052,807	\$ 39,317,497	\$ 1,264,690	3.32%
Tax Rate on Levy Capacity Used	\$ 13.55	\$ 13.92	\$ 0.37	2.73%
Average Tax Bill	\$ 9,592	\$ 9,854	\$ 262	2.73%
Excluded Debt	\$ 4,776,976	\$ 5,258,050	\$ 481,074	10.07%
Tax Rate on Excluded Debt	\$ 1.70	\$ 1.86	\$ 0.16	9.41%
Average Tax Bill	\$ 1,203	\$ 1,317	\$ 113	9.41%
School District Override	\$ -	\$ 673,250	\$ 673,250	1.77%
Tax Rate on School District Override	\$ -	\$ 0.25	\$ 0.25	1.85%
Average Tax Bill	\$ -	\$ 177	\$ 177	1.85%
Fire Department Override	\$ -	\$ 630,904	\$ 630,904	1.66%
Tax Rate on Fire Override	\$ -	\$ 0.22	\$ 0.22	1.62%
Average Tax Bill	\$ -	\$ 156	\$ 156	1.62%
Final Levy Used	\$ 42,829,783	\$ 45,879,701	\$ 3,049,918	7.12%
Final Tax Rate	\$ 15.25	\$ 16.25	\$ 1.00	6.56%
Average Tax Bill	\$ 10,795	\$ 11,503	\$ 708	6.56%

The Finance Committee encourages the public to attend its meetings and contribute through asking questions, providing comments, and listening to others debate the many important financial issues before the Town today.

Respectfully submitted,

Mark W. Haddad

Groton Town Manager

Respectfully submitted,

Bud Robertson, Chair

Mary Linskey, Vice Chair

Gary Green

David Manugian

Scott Whitefield

Michael Sulprizio

Kristina Lengyel

Groton Finance Committee

**TOWN OF GROTON
FISCAL YEAR 2026
REVENUE ESTIMATES**

	BUDGETED FY 2025		ESTIMATED FY 2025		CHANGE
PROPERTY TAX REVENUE	\$ 38,052,807	\$	39,317,497	\$	1,264,690
DEBT EXCLUSIONS	\$ 4,773,475	\$	5,258,050	\$	484,575
CHERRY SHEET - STATE AID	\$ 1,152,082	\$	1,192,703	\$	40,621
UNEXPENDED TAX CAPACITY	\$ 82,556	\$	-	\$	(82,556)
LOCAL RECEIPTS:					
General Revenue:					
Motor Vehicle Excise Taxes	\$ 1,820,583	\$	1,860,000	\$	39,417
Meals Tax and Room Occupancy Tax	\$ 400,000	\$	425,000	\$	25,000
Marijuana Revenue	\$ 9,000	\$	15,000	\$	6,000
Penalties & Interest on Taxes	\$ 110,000	\$	110,000	\$	-
Payments in Lieu of Taxes	\$ 395,443	\$	415,156	\$	19,713
Other Charges for Services	\$ 15,000	\$	15,300	\$	300
Fees	\$ 400,000	\$	400,000	\$	-
Rentals	\$ 55,000	\$	58,000	\$	3,000
Library Revenues	\$ -	\$	-	\$	-
Other Departmental Revenue	\$ 854,063	\$	582,372	\$	(271,691)
Licenses and Permits	\$ 429,300	\$	450,000	\$	20,700
Fines and Forfeits	\$ 10,000	\$	10,000	\$	-
Investment Income	\$ 309,744	\$	258,499	\$	(51,245)
Recreation Revenues	\$ 750,000	\$	875,000	\$	125,000
Miscellaneous Recurring	\$ 94,000	\$	94,000	\$	-
Sub-total - General Revenue	\$ 5,652,133	\$	5,568,327	\$	(83,806)
Other Revenue:					
Free Cash	\$ 655,733	\$	603,855	\$	(51,878)
Capital Stablization Fund for GDRSD	\$ 295,767	\$	-	\$	(295,767)
Stabilization Fund for Tax Rate Relief	\$ -	\$	-	\$	-
Capital Asset Stabilization Fund	\$ 683,500	\$	841,435	\$	157,935
EMS/Conservation Fund Receipts Reserve	\$ 350,501	\$	530,614	\$	180,113
Community Preservation Funds	\$ -	\$	-	\$	-
Water Department Surplus	\$ -	\$	-	\$	-
Sewer Department Surplus	\$ -	\$	-	\$	-
Insurance Reimbursements	\$ -	\$	-	\$	-
Bond Surplus Transfer	\$ -	\$	-	\$	-
Local Access Cable Fund	\$ -	\$	130,000	\$	130,000
Sub-total - Other Revenue	\$ 1,985,501	\$	2,105,904	\$	120,403
WATER DEPARTMENT ENTERPRISE	\$ 2,310,266	\$	2,050,485	\$	(259,781)
SEWER DEPARTMENT ENTERPRISE	\$ 1,250,475	\$	976,475	\$	(274,000)
FOUR CORNER SEWER ENTERPRISE	\$ 98,040	\$	310,812	\$	212,772
STORMWATER UTILITY ENTERPRISE	\$ 247,851	\$	249,890	\$	2,040
TOTAL ESTIMATED REVENUE	\$ 55,605,186	\$	57,030,143	\$	1,424,957

**TOWN OF GROTON
FISCAL YEAR 2026
TAX LEVY CALCULATIONS**

FY 2026 PROPOSED EXPENDITURES

TOWN MANAGER - Proposed Budget

General Government	\$	2,565,835
Land Use Departments	\$	549,503
Protection of Persons and Property	\$	4,864,896
Regional School Districts	\$	29,075,470
Department of Public Works	\$	2,475,216
Library and Citizen Services	\$	2,439,509
Debt Service	\$	5,555,403
Employee Benefits	\$	4,922,406

Sub-Total - Operating Budget \$ 52,448,239

A. TOTAL DEPARTMENTAL BUDGET REQUESTS	\$	52,448,239
B. CAPITAL BUDGET REQUESTS	\$	921,435
C. ENTERPRISE FUND REQUESTS	\$	3,373,660
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	\$	32,311
6. Revenue deficits	\$	-
7. Offset Receipts	\$	-
8. Authorized deferral of Teachers' Pay	\$	-
9. Snow and Ice deficit	\$	-
10. Other	\$	-

E. TOTAL OTHER AMOUNTS TO BE RAISED	\$	32,311
F. STATE AND COUNTY CHERRY SHEET CHARGES	\$	104,498
G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS	\$	150,000

TOTAL PROPOSED EXPENDITURES \$ **57,030,143**

FY 2026 ESTIMATED RECEIPTS

ESTIMATED TAX LEVY

Levy Limit	\$	39,317,497
Debt Exclusion	\$	5,258,050

A. ESTIMATED TAX LEVY	\$	44,575,547
B. CHERRY SHEET ESTIMATED RECEIPTS	\$	1,192,703
C. LOCAL RECEIPTS NOT ALLOCATED	\$	5,568,327
D. OFFSET RECEIPTS	\$	-
E. ENTERPRISE FUNDS	\$	3,587,662
F. COMMUNITY PRESERVATION FUNDS	\$	-
G. FREE CASH	\$	603,855

OTHER AVAILABLE FUNDS

1. Stabilization Fund	\$	-
2. Capital Asset Fund	\$	841,435
3. GDRSD Capital Asset Fund	\$	-
4. EMS/Conservation Fund	\$	530,614
5. Bond Surplus Transfer	\$	-
6. Local Access Cable RRFA	\$	130,000

H. OTHER AVAILABLE FUNDS \$ 1,502,049

TOTAL ESTIMATED RECEIPTS \$ **57,030,143**

FY 2026 SURPLUS/(DEFICIT) \$ **(0)**

APPENDIX A

TOWN OF GROTON

FISCAL YEAR 2026

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
<u>GENERAL GOVERNMENT</u>							
MODERATOR							
1000	Salaries	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0.21	0.00%
1001	Expenses	\$ -	\$ 80	\$ 80	\$ 80	0.02	0.00%
DEPARTMENTAL TOTAL		\$ 1,000	\$ 1,080	\$ 1,080	\$ 1,080	0.22	0.00%
BOARD OF SELECTMEN							
1020	Salaries	\$ -	\$ -	\$ -	\$ -	-	0.00%
1021	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1022	Expenses	\$ 3,109	\$ 35,300	\$ 4,750	\$ 4,750	0.99	0.01%
1023	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	-	0.00%
1024	Minor Capital	\$ 24,054	\$ 24,054	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 27,163	\$ 59,354	\$ 4,750	\$ 4,750	0.99	0.01%
TOWN MANAGER							
1030	Salaries	\$ 252,037	\$ 258,863	\$ 295,327	\$ 295,327	61.51	0.55%
1031	Wages	\$ 111,472	\$ 141,837	\$ 107,625	\$ 107,625	22.41	0.20%
1032	Expenses	\$ 14,534	\$ 20,200	\$ 12,100	\$ 12,100	2.52	0.02%
1033	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	-	0.00%
1034	Performance Evaluations	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 378,043	\$ 420,900	\$ 415,052	\$ 415,052	86.44	0.77%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
FINANCE COMMITTEE							
1040	Expenses	\$ -	\$ -	\$ -	\$ -	-	0.00%
1041	Reserve Fund	\$ 39,500	\$ 150,000	\$ 150,000	\$ 150,000	31.24	0.28%
DEPARTMENTAL TOTAL		\$ 39,500	\$ 150,000	\$ 150,000	\$ 150,000	31.24	0.28%
TOWN ACCOUNTANT							
1050	Salaries	\$ 115,615	\$ 118,163	\$ 125,885	\$ 125,885	26.22	0.23%
1051	Wages	\$ 54,285	\$ 56,679	\$ 79,344	\$ 79,344	16.52	0.15%
1052	Expenses	\$ 36,770	\$ 50,523	\$ 83,633	\$ 83,633	17.42	0.16%
DEPARTMENTAL TOTAL		\$ 206,670	\$ 225,365	\$ 288,862	\$ 288,862	60.16	0.54%
BOARD OF ASSESSORS							
1060	Salaries	\$ 94,300	\$ 96,186	\$ 105,500	\$ 105,500	21.97	0.20%
1061	Wages	\$ 66,873	\$ 75,272	\$ 80,460	\$ 80,460	16.76	0.15%
1062	Expenses	\$ 45,336	\$ 47,032	\$ 61,579	\$ 61,579	12.82	0.11%
1063	Legal Expense	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 206,509	\$ 218,490	\$ 247,539	\$ 247,539	51.55	0.46%
TREASURER/TAX COLLECTOR							
1070	Salaries	\$ 150,769	\$ 153,977	\$ 166,060	\$ 166,060	34.58	0.31%
1071	Wages	\$ 79,296	\$ 82,940	\$ 81,418	\$ 81,418	16.96	0.15%
1072	Expenses	\$ 26,086	\$ 28,637	\$ 28,020	\$ 28,020	5.84	0.05%
1073	Tax Title	\$ 260	\$ 7,100	\$ 7,100	\$ 7,100	1.48	0.01%
1074	Bond Cost	\$ 500	\$ 2,300	\$ 2,300	\$ 2,300	0.48	0.00%
DEPARTMENTAL TOTAL		\$ 256,911	\$ 274,954	\$ 284,898	\$ 284,898	59.33	0.53%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
TOWN COUNSEL							
1080	Expenses	\$ 95,387	\$ 130,000	\$ 90,000	\$ 90,000	18.74	0.17%
DEPARTMENTAL TOTAL		\$ 95,387	\$ 130,000	\$ 90,000	\$ 90,000	18.74	0.17%
HUMAN RESOURCES							
1090	Salary	\$ 95,050	\$ 96,936	\$ 102,549	\$ 102,549	21.36	0.19%
1091	Expenses	\$ 18,674	\$ 12,400	\$ 14,400	\$ 14,400	3.00	0.03%
DEPARTMENTAL TOTAL		\$ 113,724	\$ 109,336	\$ 116,949	\$ 116,949	24.36	0.22%
INFORMATION TECHNOLOGY							
1100	Salary	\$ 121,627	\$ 124,810	\$ 131,977	\$ 131,977	27.49	0.25%
1101	Wages	\$ 70,342	\$ 73,459	\$ 77,173	\$ 77,173	16.07	0.14%
1102	Expenses	\$ 24,588	\$ 24,800	\$ 24,800	\$ 24,800	5.16	0.05%
DEPARTMENTAL TOTAL		\$ 216,557	\$ 223,069	\$ 233,950	\$ 233,950	48.72	0.44%
GIS STEERING COMMITTEE							
1120	Expenses	\$ 8,300	\$ 8,300	\$ 8,300	\$ 8,300	1.73	0.02%
DEPARTMENTAL TOTAL		\$ 8,300	\$ 8,300	\$ 8,300	\$ 8,300	1.73	0.02%
TOWN CLERK							
1130	Salaries	\$ 98,472	\$ 98,591	\$ 105,856	\$ 105,856	22.05	0.20%
1131	Wages	\$ 76,606	\$ 81,040	\$ 80,642	\$ 80,642	16.79	0.15%
1132	Expenses	\$ 11,860	\$ 13,900	\$ 13,200	\$ 13,200	2.75	0.02%
1135	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 186,938	\$ 193,531	\$ 199,698	\$ 199,698	41.59	0.37%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
ELECTIONS & BOARD OF REGISTRARS							
1140	Stipend	\$ 17,385	\$ 33,053	\$ 5,933	\$ 5,933	1.24	0.01%
1141	Expenses	\$ 23,119	\$ 21,088	\$ 16,124	\$ 16,124	3.36	0.03%
1142	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 40,504	\$ 54,141	\$ 22,057	\$ 22,057	4.59	0.04%
STREET LISTINGS							
1150	Expenses	\$ 5,698	\$ 5,950	\$ 7,200	\$ 7,200	1.50	0.01%
DEPARTMENTAL TOTAL		\$ 5,698	\$ 5,950	\$ 7,200	\$ 7,200	1.50	0.01%
INSURANCE & BONDING							
1160	Insurance & Bonding	\$ 310,032	\$ 350,000	\$ 350,000	\$ 350,000	72.89	0.65%
1161	Insurance Deductible Reserve - Liability	\$ 11,499	\$ 12,000	\$ 12,000	\$ 12,000	2.50	0.02%
1162	Insurance Deductible Reserve - 111F	\$ 1,238	\$ 25,000	\$ 25,000	\$ 25,000	5.21	0.05%
DEPARTMENTAL TOTAL		\$ 322,769	\$ 387,000	\$ 387,000	\$ 387,000	80.60	0.72%
TOWN REPORT							
1170	Expenses	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%
DEPARTMENTAL TOTAL		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
POSTAGE/TOWN HALL EXPENSES							
1180	Expenses	\$ 77,241	\$ 65,000	\$ 60,000	\$ 60,000	12.50	0.11%
1181	Telephone Expenses	\$ 23,494	\$ 30,000	\$ 30,000	\$ 30,000	6.25	0.06%
1182	Office Supplies	\$ 17,793	\$ 17,000	\$ 17,000	\$ 17,000	3.54	0.03%
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	DEPARTMENTAL TOTAL	\$ 118,528	\$ 112,000	\$ 107,000	\$ 107,000	22.28	0.20%
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	TOTAL GENERAL GOVERNMENT	\$ 2,225,701	\$ 2,574,970	\$ 2,565,835	\$ 2,565,835	534.36	4.78%

LAND USE DEPARTMENTS

CONSERVATION COMMISSION							
1200	Salary	\$ 70,533	\$ 79,070	\$ 85,565	\$ 85,565	17.82	0.16%
1201	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1202	Expenses	\$ 8,749	\$ 8,270	\$ 8,270	\$ 8,270	1.72	0.02%
1203	Engineering & Legal	\$ -	\$ -	\$ -	\$ -	-	0.00%
1204	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
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	DEPARTMENTAL TOTAL	\$ 79,282	\$ 87,340	\$ 93,835	\$ 93,835	19.54	0.17%

PLANNING BOARD							
1210	Salaries	\$ 95,171	\$ 97,696	\$ 103,222	\$ 103,222	21.50	0.19%
1211	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1212	Expenses	\$ 9,309	\$ 9,625	\$ 9,625	\$ 9,625	2.00	0.02%
1215	M.R.P.C. Assessment	\$ 3,942	\$ 4,041	\$ 4,142	\$ 4,142	0.86	0.01%
1216	Legal Budget	\$ -	\$ -	\$ -	\$ -	-	0.00%
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	DEPARTMENTAL TOTAL	\$ 108,422	\$ 111,362	\$ 116,989	\$ 116,989	24.36	0.22%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
ZONING BOARD OF APPEALS							
1220	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1221	Expenses	\$ 558	\$ 1,335	\$ 1,335	\$ 1,335	0.28	0.00%
DEPARTMENTAL TOTAL		\$ 558	\$ 1,335	\$ 1,335	\$ 1,335	0.28	0.00%
HISTORIC DISTRICT COMMISSION							
1230	Wages		\$ -	\$ -	\$ -	-	0.00%
1231	Expenses		\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ -	\$ -	\$ -	-	0.00%
BUILDING INSPECTOR							
1240	Salaries	\$ 105,059	\$ 107,030	\$ 113,370	\$ 113,370	23.61	0.21%
1241	Wages	\$ 62,238	\$ 63,935	\$ 67,500	\$ 67,500	14.06	0.13%
1242	Expenses	\$ 27,711	\$ 24,897	\$ 24,897	\$ 24,897	5.19	0.05%
1243	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 195,008	\$ 195,862	\$ 205,767	\$ 205,767	42.85	0.38%
MECHANICAL INSPECTOR							
1250	Fee Salaries	\$ 43,360	\$ 39,000	\$ 39,000	\$ 39,000	8.12	0.07%
1251	Expenses	\$ 3,107	\$ 3,500	\$ 3,500	\$ 3,500	0.73	0.01%
DEPARTMENTAL TOTAL		\$ 46,467	\$ 42,500	\$ 42,500	\$ 42,500	8.85	0.08%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
EARTH REMOVAL INSPECTOR							
1260	Stipend	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0.52	0.00%
1261	Expenses	\$ -	\$ 300	\$ 300	\$ 300	0.06	0.00%
1262	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 2,500	\$ 2,800	\$ 2,800	\$ 2,800	0.58	0.01%
BOARD OF HEALTH							
1270	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1271	Expenses	\$ 877	\$ 1,575	\$ 1,575	\$ 1,575	0.33	0.00%
1272	Nursing Services	\$ -	\$ 17,798	\$ 21,047	\$ 21,047	4.38	0.04%
1273	Nashoba Health District	\$ 55,345	\$ 43,081	\$ 45,921	\$ 45,921	9.56	0.09%
1274	Herbert Lipton MH	\$ -	\$ -	\$ -	\$ -	-	0.00%
1275	Eng/Consult/Landfill Monitoring	\$ 9,433	\$ 13,834	\$ 13,834	\$ 13,834	2.88	0.03%
DEPARTMENTAL TOTAL		\$ 65,655	\$ 76,288	\$ 82,377	\$ 82,377	17.16	0.15%
SEALER OF WEIGHTS & MEASURES							
1280	Fee Salaries	\$ 300	\$ -	\$ -	\$ -	-	0.00%
1281	Expenses	\$ -	\$ 3,262	\$ 3,900	\$ 3,900	0.81	0.01%
DEPARTMENTAL TOTAL		\$ 300	\$ 3,262	\$ 3,900	\$ 3,900	0.81	0.01%
TOTAL LAND USE DEPARTMENTS		\$ 498,192	\$ 520,749	\$ 549,503	\$ 549,503	114.44	1.02%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
<u>PROTECTION OF PERSONS AND PROPERTY</u>							
POLICE DEPARTMENT							
1300	Salaries	\$ 291,224	\$ 305,889	\$ 342,265	\$ 342,265	71.28	0.64%
1301	Wages	\$ 1,957,470	\$ 2,222,071	\$ 2,305,558	\$ 2,305,558	480.16	4.30%
1302	Expenses	\$ 195,295	\$ 270,952	\$ 269,900	\$ 269,900	56.21	0.50%
1303	Lease or Purchase of Cruisers	\$ 5,000	\$ 5,000	\$ -	\$ -	-	0.00%
1304	PS Building (Expenses)	\$ -	\$ -	\$ -	\$ -	-	0.00%
1305	Minor Capital	\$ 6,420	\$ 12,984	\$ 26,550	\$ 26,550	5.53	0.05%
DEPARTMENTAL TOTAL		\$ 2,455,409	\$ 2,816,896	\$ 2,944,273	\$ 2,944,273	613.18	5.49%
FIRE DEPARTMENT							
1310	Salaries	\$ 290,302	\$ 292,712	\$ 285,544	\$ 285,544	59.47	0.53%
1311	Wages	\$ 1,150,339	\$ 1,314,672	\$ 1,367,470	\$ 1,367,470	284.79	2.55%
1312	Expenses	\$ 209,902	\$ 219,571	\$ 225,646	\$ 225,646	46.99	0.42%
DEPARTMENTAL TOTAL		\$ 1,650,543	\$ 1,826,955	\$ 1,878,659	\$ 1,878,659	391.25	3.50%
GROTON WATER FIRE PROTECTION							
1320	West Groton Water District	\$ -	\$ -	\$ -	\$ -	-	0.00%
1321	Groton Water Department	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ -	\$ -	\$ -	-	0.00%
ANIMAL INSPECTOR							
1330	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.43	0.00%
1331	Expenses	\$ 266	\$ 400	\$ 400	\$ 400	0.08	0.00%
DEPARTMENTAL TOTAL		\$ 2,348	\$ 2,482	\$ 2,482	\$ 2,482	0.52	0.00%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
ANIMAL CONTROL OFFICER							
1340	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.43	0.00%
1341	Expenses	\$ 266	\$ 400	\$ 400	\$ 400	0.08	0.00%
DEPARTMENTAL TOTAL		\$ 2,348	\$ 2,482	\$ 2,482	\$ 2,482	0.52	0.00%
EMERGENCY MANAGEMENT AGENCY							
1350	Salary	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	0.83	0.01%
1351	Expenses	\$ 40,000	\$ 10,000	\$ 10,000	\$ 10,000	2.08	0.02%
1352	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 44,000	\$ 14,000	\$ 14,000	\$ 14,000	2.92	0.03%
DOG OFFICER							
1360	Salary	\$ 15,000	\$ 17,500	\$ 20,000	\$ 20,000	4.17	0.04%
1361	Expenses	\$ 2,929	\$ 3,000	\$ 3,000	\$ 3,000	0.62	0.01%
DEPARTMENTAL TOTAL		\$ 17,929	\$ 20,500	\$ 23,000	\$ 23,000	4.79	0.04%
POLICE & FIRE COMMUNICATIONS							
1370	Wages	\$ 455,726	\$ -	\$ -	\$ -	-	0.00%
1371	Expenses	\$ 14,018	\$ -	\$ -	\$ -	-	0.00%
1372	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 469,744	\$ -	\$ -	\$ -	-	0.00%
TOTAL PROTECTION OF		\$ 4,642,321	\$ 4,683,315	\$ 4,864,896	\$ 4,864,896	1,013.17	9.07%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
<u>REGIONAL SCHOOL DISTRICT BUDGETS</u>							
NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL							
1400	Operating Expenses	\$ 762,656	\$ 966,719	\$ 908,490	\$ 908,490	189.20	1.69%
DEPARTMENTAL TOTAL		\$ 762,656	\$ 966,719	\$ 908,490	\$ 908,490	189.20	1.69%
GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT							
1410	Operating Expenses	\$ 25,937,716	\$ 26,412,384	\$ 27,777,948	\$ 27,777,948	5,785.08	51.79%
1411	Debt Service, Excluded	\$ 406,982	\$ 384,622	\$ 110,389	\$ 110,389	22.99	0.21%
1412	Debt Service, Unexcluded	\$ 58,814	\$ 60,534	\$ -	\$ -	-	0.00%
1413	Operating Grant	\$ -	\$ 619,000	\$ -	\$ -	-	0.00%
1414	Capital Assessment	\$ 552,203	\$ 295,767	\$ 278,643	\$ 278,643	58.03	0.52%
DEPARTMENTAL TOTAL		\$ 26,955,715	\$ 27,772,307	\$ 28,166,980	\$ 28,166,980	5,866.10	52.52%
TOTAL SCHOOLS		\$ 27,718,371	\$ 28,739,026	\$ 29,075,470	\$ 29,075,470	6,055.30	54.21%

DEPARTMENT OF PUBLIC WORKS

HIGHWAY DEPARTMENT

1500	Salaries	\$ 120,293	\$ 122,664	\$ 179,124	\$ 179,124	37.30	0.33%
1501	Wages	\$ 731,227	\$ 753,789	\$ 773,563	\$ 773,563	161.10	1.44%
1502	Expenses	\$ 129,073	\$ 136,900	\$ 147,900	\$ 147,900	30.80	0.28%
1503	Highway Maintenance	\$ 71,282	\$ 80,000	\$ 80,000	\$ 80,000	16.66	0.15%
1504	Minor Capital	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	3.12	0.03%
DEPARTMENTAL TOTAL		\$ 1,066,875	\$ 1,108,353	\$ 1,195,587	\$ 1,195,587	248.99	2.23%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
STREET LIGHTS							
1510	Expenses	\$ 14,598	\$ 15,000	\$ 15,000	\$ 15,000	3.12	0.03%
DEPARTMENTAL TOTAL		\$ 14,598	\$ 15,000	\$ 15,000	\$ 15,000	3.12	0.03%
SNOW AND ICE							
1520	Expenses	\$ 153,024	\$ 165,000	\$ 165,000	\$ 165,000	34.36	0.31%
1521	Overtime	\$ 228,416	\$ 140,000	\$ 140,000	\$ 140,000	29.16	0.26%
1522	Hired Equipment	\$ 45,400	\$ 35,000	\$ 35,000	\$ 35,000	7.29	0.07%
DEPARTMENTAL TOTAL		\$ 426,840	\$ 340,000	\$ 340,000	\$ 340,000	70.81	0.63%
TREE WARDEN BUDGET							
1530	Salary	\$ -	\$ -	\$ -	\$ -	-	0.00%
1531	Expenses	\$ 1,773	\$ 3,000	\$ 3,000	\$ 3,000	0.62	0.01%
1532	Trees	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%
1533	Tree Work	\$ 31,370	\$ 30,000	\$ 30,000	\$ 30,000	6.25	0.06%
DEPARTMENTAL TOTAL		\$ 33,143	\$ 34,500	\$ 34,500	\$ 34,500	7.19	0.06%
MUNICIPAL BUILDING AND PROPERTY MAINTENANCE							
1540	Wages	\$ 138,182	\$ 162,845	\$ 170,064	\$ 170,064	35.42	0.32%
1541	Expenses	\$ 270,921	\$ 270,950	\$ 282,950	\$ 282,950	58.93	0.53%
1542	Minor Capital	\$ 25,000	\$ 25,000	\$ 15,000	\$ 15,000	3.12	0.03%
DEPARTMENTAL TOTAL		\$ 434,103	\$ 458,795	\$ 468,014	\$ 468,014	97.47	0.87%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
SOLID WASTE DISPOSAL							
1550	Wages	\$ 145,954	\$ 157,651	\$ 164,820	\$ 164,820	34.33	0.31%
1551	Expenses	\$ 38,661	\$ 45,686	\$ 45,686	\$ 45,686	9.51	0.09%
1552	Tipping Fees	\$ 139,668	\$ 145,000	\$ 145,000	\$ 145,000	30.20	0.27%
1553	North Central SW Coop	\$ 5,850	\$ 5,850	\$ 5,850	\$ 5,850	1.22	0.01%
1554	Minor Capital	\$ 4,717	\$ 5,000	\$ 5,000	\$ 5,000	1.04	0.01%
DEPARTMENTAL TOTAL		\$ 334,850	\$ 359,187	\$ 366,356	\$ 366,356	76.30	0.68%
PARKS DEPARTMENT							
1560	Wages	\$ 12,664	\$ 17,922	\$ -	\$ -	-	0.00%
1561	Expenses	\$ 55,578	\$ 55,759	\$ 55,759	\$ 55,759	11.61	0.10%
DEPARTMENTAL TOTAL		\$ 68,242	\$ 73,681	\$ 55,759	\$ 55,759	11.61	0.10%
TOTAL DEPARTMENT OF PUBLIC WORKS		\$ 2,378,651	\$ 2,389,516	\$ 2,475,216	\$ 2,475,216	515.49	4.61%
<u>LIBRARY AND CITIZEN'S SERVICES</u>							
COUNCIL ON AGING							
1600	Salaries	\$ 148,800	\$ 162,023	\$ 176,376	\$ 176,376	36.73	0.33%
1601	Wages	\$ 45,585	\$ 55,733	\$ 70,526	\$ 70,526	14.69	0.13%
1602	Expenses	\$ 11,417	\$ 20,200	\$ 20,200	\$ 20,200	4.21	0.04%
1603	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 205,802	\$ 237,956	\$ 267,102	\$ 267,102	55.63	0.50%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
SENIOR CENTER VAN							
1610	Wages	\$ 74,885	\$ 76,611	\$ 82,100	\$ 82,100	17.10	0.15%
1611	Expenses	\$ 15,488	\$ 21,023	\$ 21,023	\$ 21,023	4.38	0.04%
DEPARTMENTAL TOTAL		\$ 90,373	\$ 97,634	\$ 103,123	\$ 103,123	21.48	0.19%
VETERAN'S SERVICE OFFICER							
1620	Salary	\$ 6,120	\$ 6,242	\$ 6,429	\$ 6,429	1.34	0.01%
1621	Expenses	\$ 50	\$ 1,100	\$ 1,100	\$ 1,100	0.23	0.00%
1622	Veterans' Benefits	\$ 22,771	\$ 25,000	\$ 25,000	\$ 25,000	5.21	0.05%
1623	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENT TOTAL		\$ 28,941	\$ 32,342	\$ 32,529	\$ 32,529	6.77	0.06%
GRAVES REGISTRATION							
1630	Salary/Stipend	\$ 250	\$ 250	\$ 250	\$ 250	0.05	0.00%
1631	Expenses	\$ 750	\$ 760	\$ 1,060	\$ 1,060	0.22	0.00%
DEPARTMENTAL TOTAL		\$ 1,000	\$ 1,010	\$ 1,310	\$ 1,310	0.27	0.00%
CARE OF VETERAN GRAVES							
1640	Contract Expenses	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%
DEPARTMENTAL TOTAL		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%
OLD BURYING GROUND COMMITTEE							
1650	Expenses	\$ -	\$ 800	\$ 800	\$ 800	0.17	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ 800	\$ 800	\$ 800	0.17	0.00%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
LIBRARY							
1660	Salary	\$ 435,562	\$ 453,631	\$ 480,538	\$ 480,538	100.08	0.90%
1661	Wages	\$ 319,135	\$ 355,706	\$ 366,043	\$ 366,043	76.23	0.68%
1662	Expenses	\$ 225,435	\$ 219,966	\$ 230,546	\$ 230,546	48.01	0.43%
1663	Minor Capital		\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 980,132	\$ 1,029,303	\$ 1,077,127	\$ 1,077,127	224.32	2.01%
COMMEMORATIONS & CELEBRATIONS							
1670	Expenses	\$ 253	\$ 500	\$ 500	\$ 500	0.10	0.00%
1671	Fireworks	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 253	\$ 500	\$ 500	\$ 500	0.10	0.00%
WATER SAFETY							
1680	Wages	\$ 1,290	\$ 4,560	\$ 5,000	\$ 5,000	1.04	0.01%
1681	Expenses and Minor Capital	\$ -	\$ 4,683	\$ 3,950	\$ 3,950	0.82	0.01%
1682	Property Maint. & Improvements	\$ 7,108	\$ 10,900	\$ 2,400	\$ 2,400	0.50	0.00%
DEPARTMENTAL TOTAL		\$ 8,398	\$ 20,143	\$ 11,350	\$ 11,350	2.36	0.02%
WEED MANAGEMENT							
1690	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1691	Expenses: Weed Harvester	\$ 17,666	\$ 22,000	\$ 22,000	\$ 22,000	4.58	0.04%
1692	Expenses: Great Lakes	\$ 9,965	\$ 100,885	\$ 22,385	\$ 22,385	4.66	0.04%
DEPARTMENTAL TOTAL		\$ 27,631	\$ 122,885	\$ 44,385	\$ 44,385	9.24	0.08%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
GROTON COUNTRY CLUB							
1700	Salary	\$ 172,568	\$ 177,727	\$ 205,094	\$ 205,094	42.71	0.38%
1701	Wages	\$ 253,111	\$ 243,941	\$ 295,791	\$ 295,791	61.60	0.55%
1702	Expenses	\$ 223,824	\$ 167,774	\$ 235,885	\$ 235,885	49.13	0.44%
1703	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 649,503	\$ 589,442	\$ 736,770	\$ 736,770	153.44	1.37%
LOCAL ACCESS CABLE DEPARTMENT							
1710	Salaries	\$ -	\$ 71,048	\$ 75,511	\$ 75,511	15.73	0.14%
1711	Wages	\$ -	\$ 61,219	\$ 68,232	\$ 68,232	14.21	0.13%
1712	Expenses	\$ -	\$ 18,175	\$ 14,270	\$ 14,270	2.97	0.03%
1713	Minor Capital	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	1.04	0.01%
DEPARTMENTAL TOTAL		\$ -	\$ 155,442	\$ 163,013	\$ 163,013	33.95	0.30%
TOTAL LIBRARY AND CITIZEN SERVICES		\$ 1,993,533	\$ 2,288,957	\$ 2,439,509	\$ 2,439,509	508.06	4.55%
<u>DEBT SERVICE</u>							
DEBT SERVICE							
2000	Long Term Debt - Principal Excluded	\$ 2,023,506	\$ 2,025,000	\$ 2,045,000	\$ 2,045,000	425.89	3.81%
2001	Long Term Debt - Principal Non-Excluded	\$ -	\$ 160,000	\$ 165,000	\$ 165,000	34.36	0.31%
2002	Long Term Debt - Interest - Excluded	\$ 1,493,326	\$ 1,340,252	\$ 1,258,527	\$ 1,258,527	262.10	2.35%
2003	Long Term Debt - Interest - Non-Excluded	\$ -	\$ 106,974	\$ 97,144	\$ 97,144	20.23	0.18%
2004	Short Term Debt - Principal - Town	\$ -	\$ 247,532	\$ 122,685	\$ 122,685	25.55	0.23%
2005A	Short Term Debt - Interest - Non Excluded	\$ -	\$ 24,483	\$ 21,851	\$ 21,851	4.55	0.04%
2005B	Short Term Debt - Interest - Excluded	\$ 1,045,344	\$ 1,028,211	\$ 1,845,196	\$ 1,845,196	384.28	3.44%
DEPARTMENTAL TOTAL		\$ 4,562,176	\$ 4,932,452	\$ 5,555,403	\$ 5,555,403	1,156.98	10.36%
TOTAL DEBT SERVICE		\$ 4,562,176	\$ 4,932,452	\$ 5,555,403	\$ 5,555,403	1,156.98	10.36%

LINE	DEPARTMENT/DESCRIPTION	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 TOWN MANAGER BUDGET	FY 2026 FINCOM BUDGET	FY 2026 AVERAGE TAX BILL	FY 2026 PERCENT OF TAX BILL
<u>EMPLOYEE BENEFITS</u>							
EMPLOYEE BENEFITS							
GENERAL BENEFITS							
3000	County Retirement	\$ 2,494,280	\$ 2,653,019	\$ 2,640,116	\$ 2,640,116	549.83	4.92%
3001	State Retirement	\$ 185,000	\$ 190,000	\$ 200,000	\$ 200,000	41.65	0.37%
3002	Unemployment Compensation	\$ 678	\$ 10,000	\$ 10,000	\$ 10,000	2.08	0.02%
INSURANCE							
3010	Health Insurance/Employee Expenses	\$ 2,017,056	\$ 2,185,497	\$ 1,906,470	\$ 1,906,470	397.04	3.55%
3011	Life Insurance	\$ 3,627	\$ 3,820	\$ 3,820	\$ 3,820	0.80	0.01%
3012	Medicare/Social Security	\$ 154,288	\$ 157,000	\$ 162,000	\$ 162,000	33.74	0.30%
<hr/>							
	DEPARTMENTAL TOTAL	\$ 4,854,929	\$ 5,199,336	\$ 4,922,406	\$ 4,922,406	1,025.15	9.18%
	TOTAL EMPLOYEE BENEFITS	\$ 4,854,929	\$ 5,199,336	\$ 4,922,406	\$ 4,922,406	1,025.15	9.18%
 <u>ADDITIONAL APPROPRIATIONS</u>							
ADDITIONAL APPROPRIATIONS							
	Capital Budget Request	\$ 800,142	\$ 862,144	\$ 899,435	\$ 899,435	187.32	1.68%
	Offset Receipts	\$ -	\$ -	\$ -	\$ -	-	0.00%
	Cherry Sheet Offsets	\$ 29,051	\$ 32,678	\$ 32,311	\$ 32,311	6.73	0.06%
	Snow and Ice Deficit	\$ -	\$ -	\$ -	\$ -	-	0.00%
	State and County Charges	\$ 98,662	\$ 101,446	\$ 104,498	\$ 104,498	21.76	0.19%
	Allowance for Abatements/Exemptions	\$ 151,515	\$ 150,000	\$ 150,000	\$ 150,000	31.24	0.28%
<hr/>							
	DEPARTMENTAL TOTAL	\$ 1,079,370	\$ 1,146,268	\$ 1,186,244	\$ 1,186,244	247.05	2.21%
	GRAND TOTAL - TOWN BUDGET	\$ 49,953,244	\$ 52,474,589	\$ 53,634,483	\$ 53,634,483	11,170	100.00%

Contingent Budget - Additional Requested Amount for Override Questions To Be Held at Annual Town Election on Tuesday, May 20, 2025

Question #1 - Additional Funding for Groton Dunstable Regional School District Assessment

<u>Line</u>	<u>Department/Description</u>		FY 2026 Proposed Within Levy		Additional Amount Requested		FY 2026 Proposed With Override		FY 2026 Additional Tax Rate Impact		FY 2026 Impact on Average Tax Bill
1410	GDRSD Operating Assessment	\$	27,777,948	\$	673,250	\$	28,451,198	\$	0.25	\$	177
Total FY 2026 Question #1 Impact		\$	27,777,948	\$	673,250	\$	28,451,198	\$	0.25	\$	177

Question #2 - Additional Funding to Add Six (6) Firefighters to the Groton Fire Department

1311	Fire Department Wages	\$	1,367,470	\$	446,704	\$	1,814,174	\$	0.16	\$	113
1312	Fire Department Expenses	\$	225,646	\$	34,200	\$	259,846	\$	0.01	\$	7
3010	Health Insurance/Employee Expenses	\$	1,906,470	\$	150,000	\$	2,056,470	\$	0.05	\$	35
	Sub-Total	\$	3,499,586	\$	630,904	\$	4,130,490	\$	0.22	\$	156
3000	County Retirement (FY 2028)			\$	150,000						
Total FY 2026 Question #2 Impact		\$	3,499,586	\$	780,904	\$	4,130,490	\$	0.22	\$	156

FY 2026 ENTERPRISE FUND BUDGETS

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 APPROPRIATED	FY 2026 DEPARTMENT REQUEST	FY 2026 TOWN MANAGER BUDGET	PERCENT CHANGE
WATER DEPARTMENT								
	WD Salaries	\$ 152,121	\$ 163,248	\$ 171,916	\$ 176,650	\$ 204,133	\$ 204,133	15.56%
	WD Wages	\$ 255,303	\$ 269,339	\$ 283,667	\$ 300,075	\$ 310,821	\$ 310,821	3.58%
	WD Expenses	\$ 526,019	\$ 573,697	\$ 704,577	\$ 637,300	\$ 675,612	\$ 675,612	6.01%
	WD Debt Service	\$ 369,185	\$ 478,239	\$ 727,946	\$ 1,196,241	\$ 859,919	\$ 859,919	-28.11%
100	DEPARTMENTAL TOTAL	\$ 1,302,628	\$ 1,484,523	\$ 1,888,106	\$ 2,310,266	\$ 2,050,485	\$ 2,050,485	-11.24%
SEWER DEPARTMENT								
	Sewer Salaries	\$ 21,579	\$ 23,104	\$ 23,372	\$ 24,300	\$ 26,748	\$ 26,748	10.07%
	Sewer Wages	\$ 51,737	\$ 45,907	\$ 54,740	\$ 57,195	\$ 60,099	\$ 60,099	5.08%
	Sewer Expense	\$ 683,919	\$ 781,027	\$ 701,285	\$ 1,142,338	\$ 864,082	\$ 864,083	-24.36%
	Sewer Debt Service	\$ 5,316	\$ 5,099	\$ 4,995	\$ 26,642	\$ 25,545	\$ 25,545	-4.12%
200	DEPARTMENTAL TOTAL	\$ 762,551	\$ 855,137	\$ 784,392	\$ 1,250,475	\$ 976,474	\$ 976,475	-21.91%
FOUR CORNERS SEWER DEPARTMENT								
	Four Corners Sewer Salaries	\$ -	\$ -	\$ 2,597	\$ 2,700	\$ 2,972	\$ 2,972	100.00%
	Four Corners Sewer Wages	\$ -	\$ 7,683	\$ 6,082	\$ 6,355	\$ 6,678	\$ 6,678	5.08%
	Four Corners Sewer Expense	\$ 54,555	\$ 128,224	\$ 71,475	\$ 88,985	\$ 301,162	\$ 301,162	238.44%
	Four Corners Sewer Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
300	DEPARTMENTAL TOTAL	\$ 54,555	\$ 135,907	\$ 80,154	\$ 98,040	\$ 310,812	\$ 310,812	217.03%
LOCAL ACCESS CABLE DEPARTMENT								
	Cable Salaries	\$ 69,975	\$ 69,290	\$ 69,290	\$ -	\$ -	\$ -	0.00%
	Cable Wages	\$ 55,827	\$ 62,574	\$ 62,574	\$ -	\$ -	\$ -	0.00%
	Cable Expenses	\$ 52,535	\$ 85,774	\$ 85,774	\$ -	\$ -	\$ -	0.00%
	Cable Minor Capital	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
400	DEPARTMENTAL TOTAL	\$ 183,337	\$ 217,638	\$ 217,638	\$ -	\$ -	\$ -	0.00%
STORMWATER UTILITY								
	Stormwater Wages/Benefits	\$ 74,091	\$ 77,629	\$ 78,357	\$ 84,851	\$ 86,890	\$ 86,890	2.40%
	Stormwater Expenses	\$ 57,416	\$ 81,441	\$ 108,437	\$ 112,000	\$ 112,000	\$ 112,000	0.00%
	Stormwater Capital Outlay	\$ 42,201	\$ 51,000	\$ 89,791	\$ 51,000	\$ 51,000	\$ 51,000	0.00%
500	DEPARTMENTAL TOTAL	\$ 173,708	\$ 210,070	\$ 276,585	\$ 247,851	\$ 249,890	\$ 249,890	0.82%
TOTAL ENTERPRISE FUNDS		\$ 2,476,779	\$ 2,903,275	\$ 3,246,875	\$ 3,906,632	\$ 3,587,661	\$ 3,587,662	-8.16%

APPENDIX B

FACTOR: 1.0300

**Town of Groton Personnel By-Law
Wage and Classification Schedule
Fiscal Year 2026 (Effective July 1, 2025)**

Grade	Position Title	Low	High
4	Salary	43,557	53,903
	Wages	20.97	25.89
5	Salary	46,045	55,818
	Wages	22.16	27.40
7	Salary	53,241	67,438
	Wages	26.21	32.42
8	Salary	60,440	74,836
	Wages	29.06	35.98
9	Salary	62,253	76,592
	Wages	29.77	36.82
10	Salary Executive Assistant to Town Manager	70,987	89,595
	Wages	34.14	43.07
11	Salary	74,069	94,374
	Wages	35.61	45.37
12	Salary	76,492	96,659
	Wages	36.77	46.54

APPENDIX B
Town of Groton Personnel By-Law
Wage and Classification Schedule
Fiscal Year 2026 (Effective July 1, 2025)

FACTOR: 1.0300

Grade	Position Title	Low	High
13	Salary Human Resources Director	79,223	100,553
	Wages	38.09	48.34
14	Salary	80,907	102,394
	Wages	38.89	46.14
15	Salary	83,528	103,331
	Wages	40.16	49.68
16	Salary	86,546	109,180
	Wages	41.61	52.49
17	Salary	96,959	119,647
	Wages	46.64	57.67
18	Salary IT Director	104,855	129,766
	Wages	50.42	62.39
19	Salary	107,608	133,149
	Wages	51.74	64.01
20	Salary	115,383	141,904
	Wages	55.48	68.22

APPENDIX B
NON-CLASSIFIED, TEMPORARY SEASONAL AND STIPEND POSITIONS

NON-STEP AND STIPEND POSITIONS

FIRE/EMS DEPARTMENT

Call Captain: Fire	27.46
Call Lieutenant: Fire	26.90
Call Firefighter	23.55
Call Emergency Medical Technician	23.55
Probationary Firefighter	19.61
Probationary Emergency Medical Technician	19.61

Country Club Seasonal Employees

Pro Shop Staff	MW *- 19.57
Pool Staff	MW - 19.57
Lifeguards	MW - 20.60
Swim Coaches	MW - 25.75
Camp Staff	MW - 19.57
Counselors	MW - 20.60
Buildings & Grounds	MW - 29.87
Library Shelves	MW - 20.00

MISCELLANEOUS

Veteran's Agent	6,430
Earth Removal Inspector	2,500
Dog Officer	20,000
Animal Inspector	2,082
Animal Control Officer	2,082
Town Diarist	1.00
Keeper of the Town Clock	1.00
Per Diem Van Driver	20.10 - 22.62
Park Ranger	Minimum Wage
Graves Registration Officer	250
Emergency Management Director	4,000
Election Worker: Warden	Minimum Wage
Election Worker: Precinct Clerk	Minimum Wage
Election Worker: Inspectors (Checker)	Minimum Wage

* - Minimum Wage

APPENDIX C

GROTON CHARTER WITH PROPOSED AMENDMENTS USING TRACK CHANGES

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CHARTER (2025~~2~~)

[HISTORY: Enacted by the General Court as Ch. 121 of the Acts of 2019.¹ Amendments noted where applicable.] [2022 Amendments enacted by the General Court as Chapter 41 of the Acts of 2022.]

ARTICLE 1: INCORPORATION, EXISTENCE AND AUTHORITY

Section 1.1: Incorporation

The inhabitants of the town of Groton, within the corporate limits established by law, shall continue to be a body corporate and politic with perpetual succession under the name "town of Groton."

Section 1.2: Short Title

This instrument shall be known and cited as the Groton charter.

Section 1.3: Powers of the Town

It is the intent and purpose of the voters of the town, through the adoption of this charter, to secure for the town all of the powers possible under the constitution and laws of the commonwealth as fully and as completely as though each power were specifically and individually enumerated in this charter.

Section 1.4: Division of Powers

The administration of all the fiscal, prudential and municipal affairs of the town shall be vested in an executive branch headed by a select board and a town manager. The legislative powers shall be exercised by an open town meeting.

Section 1.5: Interpretation of Powers

The powers reserved or granted to the town under this charter shall be construed liberally and interpreted broadly in the town’s favor and the specific mention of any particular power shall not limit the general powers of the town under section 1.3.

Section 1.6: Intergovernmental Relations

The town may enter into agreements with any other unit of government to perform jointly or in cooperation, by contract or otherwise, any of the town’s powers or functions.

Section 1.7: Precedence of Charter Provisions

All General Laws, special laws, by-laws, votes, rules and regulations of or pertaining to the town that are in force when the charter takes effect and that are not specifically or by implication repealed directly or indirectly hereby shall continue in full force and effect until amended or repealed or until they expire by their own terms.

Section 1.8: Ethical Standards and Conduct

Elected officers, appointed officials, employees and volunteers of the town shall demonstrate by their example, with their general conduct and in the performance of their duties and responsibilities the highest ethical standards so that the public may justifiably have trust and confidence in the integrity of the town's government. Such individuals shall recognize that they act always as agents for the public, that they hold their office or position for the benefit of the public, that the public interest is their primary concern and that they faithfully discharge the duties of their office regardless of personal considerations. Such an individual shall not use the individual's official position to secure or grant special consideration, treatment, advantage, privilege or exemption to themselves or to any other person beyond that which is available to every other person.

Section 1.9: Definitions

As used in this charter, the following words shall, unless the context clearly requires otherwise, have the following meanings:-

"Appointed official", an individual serving in appointed office who exercises the powers or duties of that office with authority derived from the General Laws, this charter, vote of town meeting or the town's by-laws.

"Charter", this charter and any amendments to it that may hereafter be adopted.

"Days", business days, not including Saturdays, Sundays and legal holidays; provided, however, that when the time set is not less than 7 days, every day shall be included.

"Department head", an individual having administrative authority over a town department. "Elected officer", an individual serving in elected office who, in the exercise of the powers or duties of that office, exercises some portion of the sovereign power of the town.

"Emergency", a sudden, unexpected and unforeseen happening, occurrence, event or condition that necessitates immediate action.

"Local newspaper", a newspaper of general circulation in the town.

"Majority vote", a majority of those present and voting; provided, that a quorum is present when the vote is taken.

"Multiple-member body", a town body consisting of not less than 2 persons, whether called a board, commission, committee, subcommittee or otherwise and however elected, appointed or otherwise constituted.

[“Publish”, posting a document on the Town website and in a prominent and accessible location, with hard copies made available upon request.](#)

"Quorum", except for a town meeting and unless otherwise required by law or this charter, a majority of the members of a multiple member body then in office, not including any vacancies that may then exist.

"Town", the town of Groton.

"Town agency", a board, commission, committee, department or office of the town government.

"Town bulletin board", a bulletin board in the town hall on which official notices are posted and boards at other town buildings or facilities that may be designated by the town clerk as town bulletin boards.

"Town meeting", the open town meeting established in article 2, whether annual or special.

"Voters", registered voters of the town.

"Warrant", a document required to warn and notify residents and inhabitants of the town, who are qualified to vote in town affairs, to meet at a specific place to act on published articles relating to the governance of the town.

ARTICLE 2: LEGISLATIVE BRANCH

Section 2.1: Town Meeting

The legislative powers of the town shall be exercised by a town meeting open to all voters. The annual town meeting shall meet in regular session twice in each calendar year. The first meeting, which shall be the spring town meeting, shall be held in March, April or May on a date fixed by by-law and shall be primarily concerned with the determination of matters involving the expenditure of town funds including, but not limited to, the adoption of an annual operating budget for all town agencies, electing officers and determining all other matters to be decided by ballot of the voters. The second meeting, which shall be the fall town meeting, shall be held in the last 4 months of the calendar year on a date fixed by by-law; provided, however, that the fall town meeting shall not include the election of officers.

Section 2.2: Presiding Officer

2.2.1 The moderator elected pursuant to section 3.4 shall preside at all sessions of the annual and special town meetings. The moderator at all town meetings shall regulate the proceedings, decide all questions of order and make public declaration of all votes and may exercise such additional powers and duties as may be authorized by law, this charter, by-law or other vote of the town meeting.

2.2.2 The moderator shall appoint a deputy moderator at the spring town meeting, subject to ratification of the town meeting, to serve at any session of an annual or special town meeting in the event of the moderator's absence or disability. The deputy moderator may also temporarily serve when the moderator has a conflict of interest or when the appearance of a conflict of interest arises, as determined by the moderator, with regard to a particular article or matter under consideration.

2.2.3 In the absence of the moderator and the deputy moderator at any session of a town meeting, the town clerk shall open the meeting and preside over the election of an acting moderator; provided, however, that if the moderator, the deputy moderator and the town clerk are absent, the presiding officer shall be determined as provided for by law.

Section 2.3: The Town Report

The select board shall publish an annual town report and make it available not less than 14 days before the spring town meeting; provided, however, that failure to comply with this section shall not prevent the town meeting from proceeding.

Section 2.4: Special Town Meetings

A special town meeting shall be held at the call of a majority of the full select board in order to transact the legislative business of the town in an orderly manner. A special town meeting shall also be held on the petition of not less than 200 voters or 20 per cent of the total number of voters, whichever is less.

Section 2.5: Warrants

Every town meeting shall be called by a warrant issued by the select board that shall state the time and place at which the meeting is to convene and, by separate articles, shall identify the subject matters to be acted upon. The publication of the warrant for every town meeting shall be in accordance with the General Laws and by-laws governing such matters.

Section 2.6: Initiation of Warrant Articles

2.6.1 Initiation - Subject to section 2.6.3, the select board shall receive petitions addressed to it that request the submission of any matter to the town meeting and that are filed by: (i) a department head; (ii) a multiple-member body acting by a majority of its members then in office; (iii) any 10 voters for a session of the annual town meeting; or (iv) any 100 voters for a special town meeting.

2.6.2 Inclusion on the Warrant - Spring and Fall Session of the Town Meeting - When a spring or fall session of the town meeting is to be called, notice shall be given by posting attested copies of the warrant in not less than 2 public places in the town and by publishing notice of the meeting in a local newspaper not less than 14 days before the day appointed for the meeting. The select board shall include in the warrant the subject matter of all petitions received by the board not less than 60 days before the date fixed by by-law for the session of the spring or fall session of the town meeting to convene. Unless specified otherwise in this charter, the content, scheduling and notice requirements for a spring or fall session of the town meeting shall be the same as provided for an annual town meeting pursuant to section 10 of chapter 39 of the General Laws.

2.6.3 Inclusion on the Warrant - Special Town Meeting - If a special town meeting is to be called, notice shall be given by posting attested copies of the warrant in not less than 2 public places in the town and by publishing notice of the meeting in a local newspaper not less than 14 days before the day appointed for the meeting. The select board shall include in the warrant the subject matter of all petitions received by the board not less than 20 days before the day appointed for the meeting. Unless specified otherwise in this charter, the content, scheduling and notice requirements for a special town

meeting shall be the same as provided for a special town meeting pursuant to section 10 of chapter 39 of the General Laws.

Section 2.7: Availability of Town Officials at Town Meetings; Conflicting Meetings

2.7.1 Every chairperson of each multiple-member body and every department head shall attend all sessions of town meetings. If a chairperson of a multiple-member body or department head shall be absent from a town meeting due to illness or other reasonable cause, that person shall designate a deputy to attend the meeting and represent the multiple-member body or department. If a person designated to attend a town meeting under this section is not a voter, the person may, notwithstanding the person’s voter status, address the meeting to fulfill the objectives of this section.

2.7.2 A meeting of a multiple-member body or town agency shall not be convened or be in session during a session of any town meeting except as part of the town meeting.

Section 2.8: Clerk of the Meeting

The town clerk shall serve as clerk of the town meeting, give public notice of all adjourned sessions of the town meeting, record its proceedings and perform such additional duties in connection therewith as may be provided by law, this charter, by-law or town meeting vote.

Section 2.9: Rules of Procedure

The town meeting may, by by-law, establish, amend, revise or repeal rules to govern the conduct of all town meetings.

Section 2.10: General Powers and Duties

The town meeting shall provide for the exercise of all of the powers of the town and for the performance of all duties and obligations imposed upon the town that are not otherwise provided for by law, this charter or by-law.

Section 2.11: Report to the Voters

[There shall be published for every town meeting a copy of the warrant, together with its articles, and a report to the voters that shall contain the explanation and relevant data submitted by the proponents of each article; provided, however, that the town manager may direct that voluminous supporting material necessary for consideration of particular articles be made reasonably available for inspection at public locations before the town meeting in lieu of inclusion in the written report to the voters. The written report for each town meeting shall include: \(i\) the written report of the planning board setting forth its findings and recommendations as to all zoning articles; \(ii\) the written report of the finance committee, which shall set forth its findings, conclusions and recommendations and its reasons therefor regarding all of the monetary articles in the warrant; and \(iii\) with respect to each warrant article, in addition to the reports of the planning board and the finance committee, the written report of a proponent or sponsor of a warrant article and of a multiple-member body or town agency that is required to review, recommend or sponsor the warrant article by law, appointment or otherwise.](#)

~~The report for the town meeting shall also include, as an appendix, the capital improvement plan defined in section 6.6 setting forth the proposed capital outlay program for the ensuing fiscal year for the information and guidance of town meeting. The select board shall have the opportunity to include in the report its conclusions and recommendations, including its reasons therefore, regarding articles in the warrant that relate to its general superintendence over the administration of town affairs.~~

~~There shall be published for every town meeting a copy of the warrant, together with its articles, and a report to the voters that shall contain the explanation and relevant data submitted by the proponents of each article; provided, however, that the town manager may direct that voluminous supporting material necessary for consideration of particular articles be made reasonably available for inspection at public locations before the town meeting in lieu of inclusion in the written report to the voters. The written report for each spring town meeting shall include: (i) the written report of the planning board setting forth its findings and recommendations as to all zoning articles; (ii) the written report of the finance committee, which shall set forth its findings, conclusions and recommendations and its reasons therefor regarding all of the monetary articles in the warrant; and (iii) with respect to each warrant article, in addition to the reports of the planning board and the finance committee, the written report of a proponent or sponsor of a warrant article and of a multiple-member body or town agency that is required to review, recommend or sponsor the warrant article by law, appointment or otherwise.~~

~~The report for the spring town meeting shall also include, as an appendix, the capital improvement plan defined in section 6.6 setting forth a five-year capital outlay program for the information and guidance of town meeting. The select board shall have the opportunity to include in the report its conclusions and recommendations, including its reasons therefor, regarding articles in the warrant that relate to its general superintendence over the administration of town affairs.~~

The report shall be made available to residents of the town by a method determined by the select board not later than 7 days before the date on which the opening session of the spring town meeting is to be held; provided, however, that the failure to make the report available shall not prohibit a town meeting from acting upon any matters set forth in the warrant and shall not affect the validity of the proceedings at a town meeting.

ARTICLE 3: ELECTED OFFICERS

Section 3.1: General

3.1.1 Elective Town Offices - The town offices that the voters shall fill by ballot shall be: (i) the town moderator; (ii) the members of the select board; (iii) the town's component of the Groton-Dunstable Regional School Committee; (iv) the commissioners of trust funds; (v) the elected members of the Groton Housing Authority; (vi) the members of the planning board, public library board of trustees, Groton electric light commission, Groton water commission, Groton sewer commission, park commission, board of health and board of assessors; and (vii) other officers or representatives to regional authorities or districts as may be established by law or by interlocal agreement that shall also be filled by ballot at a town election.

3.1.2 Town Election - The annual election by ballot of elective town officers and voting on any questions required by law to be placed upon the official ballot shall be held on a date fixed by by-law.

3.1.3 Eligibility - A voter shall be eligible to hold an elective town office unless prohibited by law; ~~provided, however, that a select board member shall not simultaneously hold another elected position.~~

3.1.4 Compensation - Elected officers shall receive the compensation for their services that may be appropriated at the spring town meeting for such purpose.

3.1.5 Availability - Notwithstanding a town officer's election by the voters, a town officer under this section shall be subject to the call of the select board or the town manager at all reasonable times for consultation, conference and discussion on any matter related to the officer's respective office. Similarly, multiple-member bodies or other appointees shall be subject to the call of the select board or the town manager at all reasonable times for discussion on any matter related to their respective offices.

3.1.6 Filling of Vacancies

3.1.6.1 Moderator - If there is a failure to elect a town moderator or if a vacancy occurs in the office of town moderator, the select board shall appoint a suitable person to serve until the next town election.

3.1.6.2 Elected Multiple-Member Body - If there is a failure to elect a member of a multiple-member body or if a vacancy occurs in the membership of an elected multiple-member body, the remaining members of the multiple-member body shall give notice of the vacancy to the select board and to the public. The select board and the remaining members of the multiple-member body shall, at least 1 week after notice of the date on which the vote is to be taken, fill the vacancy until the next town election by a joint vote. The affirmative votes of the majority of the persons entitled to vote on the vacancy shall be necessary for the election.

3.1.6.3 Select Board - If there is a failure to elect a select board member or if a vacancy occurs in the membership of the select board, the remaining select board members may call a special election to fill the vacancy or shall call the special election upon the written request of not less than 200 voters.

3.1.7 Recall Provision for Elected Officers

3.1.7.1 Application - An elected officer may be recalled if the recall election occurs more than 6 months before the end of the officer's elective term.

3.1.7.2 Recall Petition - Two per cent of the voters may file with the town clerk an affidavit containing the name of the officer sought to be recalled and a statement of the grounds for the recall. Upon receiving the affidavit, the town clerk shall deliver to the voters making the affidavit copies of petition blanks demanding the recall. The petition blanks shall contain the following heading: "Initiating a recall is a serious process and should not be undertaken lightly." The blanks shall be issued by the town clerk with an official signature and official seal. The blanks shall be dated, addressed to the select board, contain the names of the first 10 signers of the affidavit, the name of the person whose recall is sought and the grounds for recall as stated in the affidavit and demand the election of a successor to the office. A copy of the affidavit and recall petition shall be entered in a record book to be kept in the office of the town clerk. The recall petitions shall be returned and filed with the town clerk not more than 45 days after the date of the filing of the affidavit and shall be signed by not less than 20 per cent of the voters as of the date the affidavit was filed with the town clerk.

The town clerk shall, within 1 business day of receipt of the petitions, submit the petitions to the registrars of voters in the town. The registrars shall, within 5 business days of the submission of the petitions, certify thereon the number of signatures that are names of voters.

3.1.7.3 Recall Election - If the petitions are certified by the registrars of voters to be sufficient, the town clerk shall submit the petitions with the certificate to the select board. Upon receipt of the certificate, the select board shall immediately give written notice of the petition and certificate by certified mail to the officer whose recall is sought. If the officer does not resign the office within 5 days after delivery of the notice, the select board shall immediately order an election to be held on a date fixed by them not less than 64 days nor more than 90 days after the date that the election is called; provided, however, that if another town election is to occur no more than 100 days after the date the election is called, the select board shall postpone the holding of the recall election to the date of the other election. If the officer resigns after a recall election has been ordered, the election shall nevertheless proceed as provided in this section.

3.1.7.4 Nomination of Candidates - An officer whose recall is sought may be a candidate to succeed to the office if the vote on the recall is in the affirmative. The nomination of other candidates, the publication of the warrant for the recall election and the conduct of the recall election shall be in accordance with the laws relating to elections unless otherwise provided in this section.

3.1.7.5 Office Holder - The incumbent shall continue to perform the duties of the office during the recall procedure. If the incumbent is not removed, the incumbent shall continue in the office for the remainder of the unexpired term, subject to recall as before. If recalled at the recall election, the incumbent shall be removed.

3.1.7.6 Ballot Proposition - Ballots used in a recall election shall contain the following propositions in the order indicated:

Shall the town of Groton recall (name of officer) Yes No

Below the propositions shall appear the word "Candidates", the directions to the voters required by section 42 of chapter 54 of the General Laws and, below the directions, the names of candidates nominated in accordance with the laws relating to elections. If a majority of the votes cast on the question of recall is in the affirmative, the candidate receiving the highest number of votes shall be declared elected. If a majority of the votes on the recall question is in the negative, the ballots for the candidates shall not be counted.

3.1.7.7 Repeat of Recall Election - A recall shall not be filed against an officer subjected to a recall election and not recalled thereby until not less than 6 months after the election at which the recall was submitted to the voters.

3.1.7.8 Office Holder Recalled - A person who has been recalled from an office or who has resigned from an office while recall proceedings were pending against the person shall not be appointed to a town office within 2 years after the date of the recall vote or resignation.

Section 3.2: Select Board

3.2.1 Composition, Term of Office - There shall be a select board consisting of 5 members elected for terms of 3 years each, arranged so that the terms of office of as nearly an equal number of members as possible shall expire each year. A select board member shall not hold another position of the town that is compensated and eligible for medical benefits during the member's term of office.

3.2.2 Powers and Duties - The executive powers of the town shall be vested in the select board, which shall be the chief executive office of the town. The select board shall possess all of the executive powers that a select board may possess and exercise, except those powers and duties assigned by this charter, by-law or town meeting vote to the town manager. The select board shall:

- (i) serve as the principal goal-setting and policy-making town agency for matters within its statutory authority and for those matters for which the town meeting has directed the board to act;
- (ii) be responsible for the formulation and promulgation of policy to be followed by all town agencies serving under it;
- (iii) in conjunction with other elected officers and multiple-member bodies, develop and promulgate policy guidelines designed to bring all town agencies into harmony;
- (iv) award and execute all contracts for services and supplies for all departments and agencies of the town, other than the Groton-Dunstable Regional School Committee; provided, however, that the select board, at its sole discretion, may delegate this authority to any department head or agency by a vote of the board at a posted meeting; and

(v) One Member of the Select Board and the Town Manager shall sign all payroll and expense warrants.
~~sign all payroll and expense warrants; provided, however, that the select board, at its sole discretion, may delegate this authority for a period of not more than 30 days to a select board member and the town manager or a select board member and the acting town manager by a vote of the board at a posted meeting.~~

3.2.3 Licensing Authority - The select board shall be the licensing board of the town and may issue licenses, make reasonable rules and regulations regarding the issuance of licenses and attach to a license the conditions and restrictions that it deems to be in the public interest; provided, however, that such rules, regulations, conditions and restrictions shall not be incompatible with applicable law. The select board shall enforce the laws relating to all businesses for which it issues licenses. The select board may delegate its licensing authority unless specifically prohibited by law.

3.2.4 Appointing Authority - The select board shall appoint the town manager, town counsel, a zoning board of appeals, board of registrars, conservation commission, council on aging, housing partnership, local cultural council and other committees as required by law, by-law or town meeting vote.
~~The select board shall appoint the town manager, town counsel, a zoning board of appeals and a board of registrars. The select board shall appoint a police chief, fire chief and town clerk consistent with clause (v) of section 4.2; provided, however, that the police chief shall serve under section 97A of chapter 41 of the General Laws and the fire chief shall serve under section 42 of chapter 48 of the General Laws. The select board shall appoint a conservation commission, council on aging, housing partnership, local cultural council and other committees as required by law, by-law or town meeting vote. [Amended by Chapter 41 of the Acts of 2022]~~

3.2.5 Investigations - The select board may investigate the affairs of the town and the conduct of any town agency, including any doubtful claims against the town. Copies of the full text of the report on the results of any such investigation shall be placed on file in the office of the select board, the office of the

town clerk and the public library and a report summarizing the results of the investigation shall be printed in the next annual town report.

3.2.6 Day to Day Business - Except in the case of an emergency, this section shall not authorize a select board member or a majority of its members to become involved in the day-to- day administration of a town board, department or agency.

Section 3.3: Regional School Committee

3.3.1 Composition, Term of Office - The Groton-Dunstable Regional School District provides public education, pre- kindergarten to high school, inclusive, and related services to the towns of Groton and Dunstable under the terms of a regional agreement between the towns. Pursuant to the regional agreement, there is a Groton- Dunstable Regional School Committee consisting of 7 members elected for 3- year terms, the terms being arranged so that the terms of office of as nearly an equal number of members as possible shall expire each year. The number of members elected by each town is governed by the terms of the regional agreement, as it may be amended.

3.3.2 Powers and Duties - The Groton-Dunstable Regional School Committee shall have all of the powers and duties that are given to regional school committees under the constitution, laws and regulations of the commonwealth and such additional powers and duties as may be authorized by the regional agreement, by-law or other vote of the town meetings of both the towns of Groton and Dunstable.

Section 3.4: Town Moderator

3.4.1 Term of Office - There shall be a moderator elected for a 3-year term.

3.4.2 Powers and Duties - The moderator shall be the presiding officer of the town meeting, pursuant to section 2.2, and regulate its proceeding and perform other duties as may be provided by law, this charter, by-law or town meeting vote.

3.4.3 Appointments - The moderator shall make appointments provided for by law, this charter or by-law.

3.4.4 Deputy Moderator - At the opening of the spring town meeting, the moderator shall appoint a voter to serve as deputy moderator pursuant to section 2.2.

Section 3.5: Groton Housing Authority

3.5.1 Composition, Term of Office - There shall be a Groton Housing Authority that shall have the membership and terms of office prescribed in the General Laws.

3.5.2 Powers and Duties - The Groton Housing Authority shall conduct studies of the housing needs of the community and shall provide programs to make available housing for low- income families and elderly persons. The Groton Housing Authority shall have such other powers and duties as are assigned to housing authorities by law.

Section 3.6: Planning Board

3.6.1 Composition, Term of Office - There shall be a planning board that shall consist of 7 members, each elected for a 3-year term. The terms shall be arranged so that the terms of as nearly an equal number of members as possible shall expire each year.

3.6.2 Powers and Duties - The planning board shall have the powers and duties given to planning boards under the constitution and laws of the commonwealth and such additional powers and duties as may be authorized by this charter, by-law or town meeting vote.

Section 3.7: Groton Electric Light Commission

3.7.1 Composition, Term of Office - There shall be a Groton electric light commission that shall consist of 3 members, each serving for a 3-year term. The terms shall be arranged that the term of 1 member shall expire each year.

3.7.2 Powers and Duties - The Groton electric light commission shall set the policy direction of the Groton electric light department, which provides electric power to the town, consistent with chapter 164 of the General Laws; provided, however, that if a provision of this charter shall conflict with said chapter 164, said chapter 164 shall govern.

Section 3.8: Library Board of Trustees

3.8.1 Composition, Term of Office - There shall be a board of trustees of the public library that shall consist of 6 members, each serving for a 3-year term. The terms shall be arranged so that the terms of 2 members shall expire each year.

3.8.2 Powers and Duties - The trustees of the public library shall establish written policies governing library activities and services, engage in ongoing planning that assesses the needs and the role of the library in the community, ensure that the library meets the community's needs, work on preparation of the annual library budget and its adoption by the town, monitor and oversee maintenance of the buildings and grounds and regularly review facility needs, hire and evaluate the library director and work with the human resources director on job classifications for all staff, promote the library and act as library advocates in the community, study and support legislation that will benefit the library and the larger community and have such other powers and duties as provided for by law, this charter and by-law.

3.8.3 Appointments - The trustees of the public library shall appoint the library director and such other appointments as provided for by law, this charter or by-law.

Section 3.9: Board of Assessors

[Section 3.9 renumbered from Section 3.10 by Chapter 41 of the Acts of 2022]

3.9.1 Composition, Term of Office and Eligibility for Office - There shall be a board of assessors that shall consist of 3 members elected for 3-year terms. An employee in the assessors' office shall not simultaneously hold an elected position as a member of the board of assessors.

3.9.2 Powers and Duties - The board of assessors shall have the powers and duties given to boards of assessors under the constitution and laws of the commonwealth and directives of the commissioner of

revenue and such additional powers and duties as may be authorized by this charter, by-law or town meeting vote that are not in conflict with laws of the commonwealth and regulations and directives of the department of revenue except as otherwise provided in this charter.

Section 3.10: Other Elected Officers

[Section 3.10 renumbered from Section 3.11 by Chapter 41 of the Acts of 2022]

3.10.1 Powers and Duties - All other elected officers shall have the powers and duties that have been conferred upon their offices by law, this charter, by-law or town meeting vote.

ARTICLE 4: TOWN MANAGER

Section 4.1: Appointment, Qualifications and Review Procedure

4.1.1 The select board shall, by an affirmative vote of the majority of the full board, appoint or reappoint a town manager for a term of not more than 3 years and fix the compensation of the town manager within the amount annually appropriated for that purpose. If a vacancy shall occur in the office of town manager, the select board shall appoint a town manager screening committee to identify qualified candidates for the position. The office of the town manager shall not be subject to the town's salary administration plan. The town manager shall be appointed solely on the basis of the town manager's executive and administrative qualifications. The town manager shall be a professionally qualified person of proven ability, especially fitted by education, training and previous experience to perform the duties of the office. The town manager shall not have served in an elective office in the town government for at least 1 year before being appointed. The town may establish additional qualifications for the town manager by by-law as necessary or appropriate.

4.1.2 The position of town manager shall be a full-time position. The town manager shall devote the town manager's best efforts to the office and shall not hold another public office, elective or appointive, or engage in any business or occupation during the town manager's term unless the action is fully disclosed and approved by the select board in advance and in writing.

4.1.3 The select board shall provide for an annual review of the job performance of the town manager that shall, at least in summary form, be a public record in accordance with the personnel by-laws or accepted evaluation process.

Section 4.2: Powers and Duties

The town manager shall be the chief administrator of the town and shall be responsible to the select board for the proper administration of all town affairs placed in the town manager's charge by this charter. The powers and duties of the town manager shall include, but not be limited to:

(i) ~~(i) managing, supervising, and being responsible for the efficient and coordinated administration of all town functions as may be authorized by this Charter, by-law, town meeting vote or the select board, including all appointed officials, employees, department heads and their respective departments~~ managing, supervising and being responsible for the efficient and coordinated administration of all town functions under the town manager's control as may be authorized by this charter, by-law, town meeting vote or the select board, including all department heads and their respective departments;

(ii) _____ unless otherwise required by law, this charter or by-law, managing and coordinating the administrative activities of all town agencies; provided, however, that elected officers or their representatives shall be required to meet with the town manager at reasonable times to effect coordination and cooperation among all town agencies;

~~(iii) _____ appointing and removing a police chief, fire chief and town clerk pursuant to the policy established by the select board; provided, however, that the police chief shall serve under section 97A of chapter 41 of the General Laws and the fire chief shall serve under section 42 of chapter 48 of the General Laws, and appointing and removing department heads, officers and subordinates and employees and other appointed members of town government for whom no other method of appointment or removal is provided in this charter or by-law; provided, however, that an appointment made by the town manager shall be confirmed by the select board not more than 15 days after the date on which the town manager files notice of the action with the select board; and provided further, that failure by the select board to confirm an appointment in that 15-day period shall constitute rejection of the appointment; appointing and removing department heads, other employees and paid members of town government for whom another method of appointment or removal is not provided in this charter or by-law; provided, however, that an appointment made by the town manager shall be confirmed by the select board not more than 15 days after the date on which the town manager files notice of the action with the select board; and provided further, that failure by the select board to confirm an appointment in that 15-day period shall constitute rejection of the appointment;~~

~~(iv) _____ nominating for appointment or removal volunteer members of town government for whom another method of appointment or removal is not provided for in this charter or by-law; provided, however, that a nomination for appointment or removal made by the town manager shall be confirmed by the select board not more than 15 days after the date on which the town manager files notice of the action with the select board; and provided further, that failure by the select board to confirm a nomination in not more than 15 days shall constitute rejection of the nomination;~~

~~(v) _____ if a vacancy occurs in the office of police chief, fire chief or town clerk, selecting and presenting not less than 2 qualified candidates to the select board for appointment by the board to the office pursuant to section 3-2-4; **[Amended by Chapter 41 of the Acts of 2022]**~~

~~(viiv) _____ acting as a negotiator for all collective bargaining agreements to which the select board is a party, subject to ratification by the select board;~~

(vii) conducting or reviewing annual performance evaluations of all employees subject to the town manager's or the select board's appointment and consulting with elected and appointed boards to contribute to the preparation of the evaluations of department heads associated with the boards;

(viii) fixing the compensation of all employees appointed by the town manager within the limits established by the overall approved budget, the personnel by-laws, the town's wage and classification schedule and collective bargaining or other agreements;

~~(xvii)~~ attending all regular and special meetings of the select board unless excused at the town manager's request and having a voice, but not a vote, in all discussions;

(xviii) attending all sessions of the town meeting and answering all questions directed to the town manager that are related to the office of the town manager or concerning which the town manager possesses the relevant information;

(xix) assuring that all laws, this charter, by-laws, town meeting votes and directives of the select board that require enforcement by the town manager or employees subject to the town manager's direction and supervision are faithfully carried out;

(xii) preparing and submitting annual operating budgets and capital improvement programs pursuant to article 6;

(xiii) coordinating the preparation of the town's annual report;

(xiv) overseeing the preservation, management and administration of all town records so as to facilitate access to them; and

(xv) performing such duties as necessary or as may be assigned by this charter, by-law, town meeting vote or the select board.

Section 4.3: Removal and Suspension

4.3.1 The select board may, by the affirmative vote of 4 of its members, terminate and remove or suspend the town manager from office in accordance with the procedure under this section.

4.3.1.1 The select board shall adopt a preliminary resolution of removal which shall state the reason for removal, by the affirmative vote of 4 members. The preliminary resolution may provide for the suspension of the town manager for not more than 45 days. A copy of the preliminary resolution shall be delivered to the town manager not more than 48 hours after its adoption.

4.3.1.2 Not more than 7 days after receipt of the preliminary resolution, the town manager may request a public hearing by filing a written request for it with the select board. The hearing shall be held at a meeting of the select board not more than 20 days, but not less than 3 days, after the request has been filed. The town manager may file a written statement with the select board responding to the reason stated in the preliminary resolution of removal; provided, however, that the statement shall be received at the office of the select board more than 48 hours before the public hearing.

4.3.1.3 If the town manager has not requested a hearing pursuant to paragraph 4.3.1.2, the select board may, by the affirmative vote of 4 of its members, adopt a final resolution of removal not less than 10 days, but not more than 21 days, after the date of delivery of a copy of the preliminary resolution to the town manager. If the town manager has requested a public hearing pursuant to paragraph 4.3.1.2, the select board may, by the affirmative vote of 4 of its members, adopt a final resolution of removal not more than 21 days after the close of the hearing unless the parties agree to a longer period. Failure to adopt a final resolution of removal within the time allowed in this section shall nullify the preliminary resolution of removal and the town manager shall, at the expiration of the time, resume the duties of the office.

4.3.1.4 Any action by the select board to terminate and remove or suspend the town manager shall be conducted pursuant to sections 18 to 25, inclusive, of chapter 30A of the General Laws.

4.3.2 The action of the select board in terminating and removing or suspending the town manager shall be final.

Section 4.4: Vacancy in the Office of the Town Manager

4.4.1 Permanent Vacancy - The select board shall fill a permanent vacancy in the office of the town manager pursuant to section 4.1.1 as soon as possible after a vacancy occurs. Pending the appointment of a town manager or the filling of a vacancy in the office of the town manager, the select board shall, within 14 days, appoint a person capable of temporarily performing the duties of the town manager until a permanent replacement is appointed.

4.4.2 Temporary Absence or Disability - The town manager may designate, by letter filed with the town clerk and select board, a capable person to perform the duties of town manager during a temporary absence or disability for a period of not less than 7 days. If the town manager fails to make such a designation or if the person so designated is unable to serve, the select board may designate some other capable person to perform the duties of the town manager. If the absence or disability lasts more than 30 days, a designation by the town manager shall be subject to approval by the select board.

4.4.3 Powers and Duties - The powers and duties of the acting town manager under paragraphs 4.4.1 and 4.4.2 shall be limited to matters not permitting of delay and shall include authority to make temporary, emergency appointments or designations to town offices or employment; provided, however, that an acting town manager shall not make permanent appointments or designations unless authorized by the select board.

Section 4.5: Screening Committee

4.5.1 If a vacancy shall occur in the office of town manager, a screening committee shall be established to solicit, receive and evaluate applications for the position of town manager. The screening committee shall consist of 7 persons, 3 of whom shall be designated by the select board, of which only 1 may be a select board member, 2 of whom shall be designated by the finance committee, of which only 1 may be a member of the finance committee, and 2 of whom shall be designated by the town moderator. A person chosen by an appointing authority may be a member of the appointing authority's agency; provided, however, that there shall not be more than 1 select board member and not more than 1 member of the finance committee on the screening committee. **[Amended by Chapter 41 of the Acts of 2022]**

4.5.2 Not more than 21 days after the notice of the vacancy or pending vacancy in the office of town manager, the town clerk shall call and convene a meeting of the screening committee. The screening committee shall meet to organize and plan a process to advertise the vacancy or pending vacancy and to solicit by other means candidates for the office. The committee shall proceed to meet, notwithstanding the failure of any town appointing authority to designate a representative to it.

4.5.3 The screening committee shall review all applications that are received by it, screen all such applicants by checking and verifying work records and other credentials and provide for interviews to be conducted with the number of candidates as it deems necessary, desirable or expedient.

4.5.4 Not more than 90 days after the date on which the screening committee meets to organize, the committee shall submit to the select board the names of not less than 3 persons and not more than 5 persons that the screening committee believes to be best suited to perform the duties of the town manager. The select board shall, not more than 60 days after the date of receipt of the list of nominees, choose 1 candidate from the list to fill the position of town manager or reject the nominees and direct that the committee resume its search.

4.5.5 Upon the appointment of a town manager, the screening committee shall be discharged.

ARTICLE 5: ADMINISTRATIVE ORGANIZATION

Section 5.1: Organization of Town Agencies

The organization of the town into operating agencies for the provision of services and administration of government may be accomplished by any method consistent with law and this charter, including the adoption of by-laws, appropriation of funds or adoption of rules and regulations by appropriate entities. The town manager may, with the approval of the select board and consistent with law and this charter, establish, reorganize, consolidate or abolish any department or position under the town manager's direction and supervision.

Section 5.2: Merit Principle

All appointments and promotions of employees shall be made solely on the basis of merit and fitness demonstrated by examination or other evidence of competency and suitability.

Section 5.3: Department of Finance

5.3.1 There shall be a department of finance in the town that shall report to the town manager. There shall be within the department an appointed town accountant, an appointed treasurer-collector and an appointed principal ~~assistant~~-assessor. The department shall be responsible for the performance of all the fiscal and financial activities of the town. The town manager shall serve as the finance director; provided, however, that the town manager may, at the town manager's discretion, appoint another person to serve as the finance director. The appointment shall be subject to confirmation by the select board in accordance with ~~clause subsection~~ (iii) of section 4.2.

5.3.2 The town manager and the department of finance shall assume all of the powers, duties and responsibilities related to municipal finance activities and the coordination of those activities with the activities of all other town agencies. The department of finance shall have such additional powers, duties and responsibilities with respect to municipal finance as the town may provide by by-law.

5.3.3 The department of finance shall assure that complete and full records of the financial and administrative activities of the town are maintained and shall render written reports, which shall include a full accounting of all town administrative and financial operations, to the select board and the finance committee at least once each calendar quarter. The quarterly reports shall be rendered not more than 30 days after the end of the calendar quarter to which they apply and shall be made available to the public in accordance with the requirements of section 10 of chapter 66 of the General Laws. Additional reports shall be rendered to the select board at the board's request.

5.3.4 The town manager and the department of finance shall collaborate with the finance committee to prepare, maintain and present to the select board and the town meeting a 5- year financial plan for the town.

5.3.5 Town Accountant - The town accountant shall be appointed by the town manager for a term of not more than 3 years, subject to confirmation by the select board pursuant to ~~clause-subsection~~ (iii) of section 4.2. The town accountant shall have all of the powers and duties vested in the office of town accountant by law, this charter, by-law or town meeting vote.

5.3.6 Treasurer-Collector - The treasurer-collector shall be appointed by the town manager for a term of not more than 3 years, subject to confirmation by the select board pursuant to ~~clause-subsection~~ (iii) of section 4.2. The treasurer- collector shall have all the powers and duties vested in the office of treasurer-collector by law, this charter, by-law or town meeting vote.

5.3.7 Principal ~~Assistant~~-Assessor - The principal ~~assistant~~-assessor shall be appointed by the town manager for a term of not more than 3 years, subject to confirmation by the select board pursuant to subsection (iii) of section 4.2. The principal assistant assessor shall have all of the powers and duties vested in the office of principal assistant assessor by this charter, by-law or town meeting vote and in the office of assistant assessor by law.

Section 5.4: Department of Public Works

5.4.1 There shall be a department of public works that shall be under the direction of a director. The director shall be appointed by the town manager, subject to confirmation by the select board pursuant to ~~clause-subsection~~ (iii) of section 4.2. The director shall serve as and perform the duties of a highway surveyor as set forth in the General Laws.

5.4.2 The principal functions of the department of public works shall include:

- (i) construction, maintenance, repair and cleaning of town roads, sidewalks, storm drains, bridges, dikes and other public way related structures;
- (ii) maintenance, repair and cleaning of all buildings owned or leased by the town, except those of the regional school district;
- (iii) maintenance of the old cemetery, parks, parking areas and recreational and beach facilities, except those of the regional school district;
- (iv) snow removal, including the salting and sanding of roads, except those of the regional school district;
- (v) supervision of the collection and disposal of garbage and other refuse and the maintenance and operation of all facilities for the disposal of the same;
- (vi) supervision, care and replacement of trees;
- (vii) providing for, or causing to be provided for, the maintenance and repair of certain town-owned vehicles; and

(viii) such other functions as may be prescribed by the town manager.

5.4.3 Powers and Duties - The department of public works shall work in close coordination with the necessary town boards and departments to enable the effective and efficient performance of its duties pursuant to the General Laws, this charter, the by-laws or by vote of the town meeting.

Section 5.5: Information Technology

There shall be a department of information technology that shall plan, coordinate and maintain the town's information assets.

~~Section 5.6: Personnel Board~~

~~5.6.1 Composition, Term of Office - There shall be a personnel board that shall consist of 3 members appointed by the select board. Members shall serve for 3-year terms; provided, however, that the terms shall be arranged in such a manner that the term of office of 1 member shall expire each year.~~

~~5.6.2 Powers and Duties - The personnel board shall function as an advisory board to the human resources director, town manager and select board in the management of human resources for the town.~~

ARTICLE 6: FINANCE AND FISCAL PROCEDURES

Section 6.1: Fiscal Year

The fiscal year of the town shall begin on July 1 and shall end on June 30 unless another period is required by the General Laws.

Section 6.2: Finance Committee

6.2.1 Composition, Term of Office - There shall be a finance committee that shall consist of 7 voters appointed by a 3-person committee that shall consist of the chair of the select board, the chair of the finance committee and the town moderator; provided, however, that if the chair of the finance committee is being considered for reappointment, the finance committee shall select another member who is not being considered for reappointment. Members of the finance committee shall serve 3-year terms; provided, however, that the terms shall be so arranged that the terms of office of as nearly an equal number of members as possible shall expire each year. The finance committee shall appoint a chair and a deputy chair to run meetings and present the finance committee's recommendations during the town budget process.

6.2.2 Roles and Responsibilities

The finance committee shall:

- (i) serve as the advisors to the town meeting, the select board, the town manager and the department of finance on all matters pertaining to the budget, including budgeting strategy and goals and the balancing of revenues and expenditures;
- (ii) together with the select board, town manager and department of finance, develop a budget strategy and set financial goals for each fiscal year;
- (iii) present the finance committee's annual budget at the spring town meeting;
- (iv) consult with the select board and the town manager prior to collective bargaining to develop a strategy aligning with the town's long-term budgetary strategy and goals;
- (v) review the preliminary results of collective bargaining to ensure alignment with long-term budgetary strategy and goals; and
- (vi) perform any other duties as may be required by law.

Section 6.3: Annual Review of Financial Policies

Annually, the select board and the finance committee shall review and update the town's overall financial management policy. When reviewing and updating the policy, the select board and the finance committee shall seek input from the town manager, the department of finance and other advisors.

Section 6.4: The Budget

6.4.1 Budget Process - The select board, the town manager, the department of finance and the finance committee shall meet annually not later than ~~October 31~~ [November 30](#) to determine the budgetary goals for the subsequent fiscal year. The town manager shall, after that meeting but not later than January 31, submit to the finance committee and the select board a proposed budget for the next fiscal year that shall be accompanied by a budget message, a summary and supporting documents that follow the agreed-upon budget goals. The proposed budget shall be balanced.

6.4.2 Proposed Budget - The proposed budget shall provide a complete financial plan for all town funds and activities for the ensuing fiscal year. Unless otherwise required by the General Laws, the proposed budget shall be in the form that the town manager, the select board and the finance committee shall deem desirable. In the presentation of the proposed budget, the town manager shall furnish information in a complete, clear and concise manner and in accordance with best practices of financial reporting and control. The proposed budget shall show, in detail, all estimated income from the proposed property tax levy and all other sources and all proposed expenditures, including debt service, for the following year. The proposed budget shall be arranged to show the actual and estimated income and expenditures for the previous, current and ensuing fiscal years and shall indicate in separate sections:

- (i) proposed expenditures for current operations during the ensuing fiscal year, detailed by town agency and position in terms of work programs, and the proposed method for financing each such expenditure; and

(ii) proposed capital expenditures during the ensuing fiscal year, detailed by town agency, and the proposed method for financing each such capital expenditure.

6.4.3 Budget Summary - The summary of the proposed budget shall identify deviations from the current operating budget and outline the reasons for these changes. The town manager shall cause a summary of the operating budget to be published in a local newspaper and placed on the town's website contemporaneously with the submission to the finance committee. The publication shall indicate the times and places at which copies of the proposed budget with the accompanying documentation shall be available for examination by the public.

6.4.4 Budget Message - The budget message of the town manager shall: (i) explain the budget for all town agencies, both in fiscal terms and in terms of work programs; (ii) outline proposed financial policies of the town for the ensuing fiscal year; (iii) describe important features of the budget; (iv) indicate any major variations from the current year in financial policies, expenditures and revenues, together with the reasons for such changes; (v) summarize the town's debt position; and (vi) include any other material that the town manager deems desirable or that the select board may reasonably require.

Section 6.5: Action on the Budget

6.5.1 The finance committee shall, upon receipt of the proposed budget from the town manager, consider in public meetings detailed expenditures for each town department and agency and may confer with representatives of each town agency in connection with the committee's review and consideration. The finance committee may require the town manager or any town agency to furnish the committee with such additional information as the committee may deem necessary to assist the committee in its review and consideration of the proposed budget.

Not less than 14 days before the opening of the spring town meeting, the finance committee shall file with the town clerk a report containing the committee's proposed budget and comments or recommendations regarding differences between the committee's proposed budget and the proposed budget submitted by the town manager. Not less than 14 days before the opening of the spring town meeting the report shall be made available to voters of the town by publication on the town's website and by leaving copies of the report in not less than 2 public places in the town. Copies of the report shall be made available to voters at the opening of the spring town meeting. The failure to file the report with the town clerk in a timely manner or to publicize the report by posting on the town's website or in 2 public places in the town shall not prohibit the town meeting from voting on the budget and shall not affect the validity of any vote taken on the budget at town meeting.

~~The finance committee shall, upon receipt of the proposed budget from the town manager, consider in public meetings detailed expenditures for each town department and agency and may confer with representatives of each town agency in connection with the committee's review and consideration. The finance committee may require the town manager or any town agency to furnish the committee with such additional information as the committee may deem necessary to assist the committee in its review and consideration of the proposed budget.~~

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~~report in not less than 3 public places in the town. Copies of the report shall be made available to voters at the opening of the spring town meeting. The failure to file the report with the town clerk in a timely manner or to publicize the report by posting on the town's website or in 3 public places in the town shall not prohibit the town meeting from voting on the budget and shall not affect the validity of any vote taken on the budget at town meeting.~~

6.5.2 The finance committee's proposed budget shall be presented to the town meeting by motion made by the committee; provided, however, the committee shall also present its comments and recommendations with respect to the budget. The town manager or the select board, or both, shall present their comments and recommendations with respect to the budget, if any, at the town meeting. The budget shall be voted upon in accordance with the by-laws.

Section 6.6: Capital Improvement Plan

The town manager shall annually submit a capital improvement plan to the select board and the finance committee not later than ~~December 31~~ January 31. The plan shall include: (i) a clear, concise and general summary of its contents; (ii) a list of all capital improvements proposed to be undertaken during the ensuing 5 years along with supporting information as to the need for each capital improvement; (iii) cost estimates, methods of financing and recommended time schedules for each improvement; and (iv) the estimated annual cost of operating and maintaining each facility and piece of major equipment involved.

The information in the plan shall be revised annually by the town manager with regard to the capital improvements still pending or in the process of being acquired, improved or constructed.

Section 6.7: Audits

The select board shall provide annually for an independent audit of all financial books and records of the town and whenever it deems an audit of the whole town or of any particular town agency to be necessary. An audit of the town's financial books and records shall be conducted by a certified public accountant or a firm of certified public accountants; provided, however, that the accountant or firm shall not have a direct or indirect interest in the affairs of the town.

Section 6.8: Transparency of Financial Holdings

Not later than 90 days after the end of each fiscal year, the town accountant shall prepare a summary of all town funds in accordance with customary financial reporting. The summary shall include a snapshot balance as of the first day of the fiscal year, a summary of additions and deletions during the preceding 12 months and a final year-end balance. The information in the summary shall be provided to the town manager and the town manager shall disseminate the information to the finance committee and the select board. The information shall be made available to members of the public upon request and on the town's website.

ARTICLE 7: GENERAL PROVISIONS

Section 7.1: Charter Changes

This charter may be replaced, revised or amended in accordance with any procedures made available under the constitution and laws of the commonwealth.

Section 7.2: Severability

The provisions of this charter shall be severable. If a provision of this charter is held to be invalid, the other provisions shall remain in full force and effect and shall not be affected by the invalidity. If the application of any provision of this charter to a person or circumstance is held to be invalid, the application of any such provision to any other person or circumstances shall not be affected thereby.

Section 7.3: Specific Provisions to Prevail

To the extent that a specific provision of this charter shall conflict with a provision expressed in general terms, the specific provision shall prevail.

Section 7.4: Number and Gender

Words importing the singular number may extend and be applied to several persons or things. Words importing the plural number may include the singular. Words importing the feminine or masculine gender shall include any gender.

Section 7.5: Rules and Regulations

A copy of all rules and regulations adopted by a town agency shall be filed in the office of the town clerk and the rule or regulation shall become effective on the date of such filing unless otherwise provided for by law or by-law. Copies of all such rules and regulations shall be made available for review by any person upon request pursuant to chapter 66 of the General Laws.

Section 7.6: Periodic Charter Review

Not less than once in every 10-year period after the effective date of this charter, a charter review committee shall, by an affirmative vote of the majority of the full select board, be established to review this charter and report its recommendations to an annual town meeting concerning any proposed amendments that the committee may determine to be necessary or desirable. The charter review committee shall consist of 7 members, 3 of whom shall be appointed by the select board, 2 of whom shall be appointed by the finance committee, 1 of whom shall be appointed by the Groton-Dunstable Regional District school committee and 1 of whom shall be appointed by the town moderator. An appointed person may be a member of the agency from which they are appointed; provided, however, that the charter review committee shall not include more than 1 select board member, more than 1 member of the finance committee or more than 1 member of the Groton-Dunstable Regional School District school committee. The charter review committee shall meet to organize immediately after the full charter review committee has been appointed. The charter review committee shall hold a public hearing not more than 60 days after the date on which it meets to organize and shall hold at least 1 additional public hearing before filing its final report.

Section 7.7: Removals

7.7.1 Notwithstanding any general or special law to the contrary, an appointed official, appointed member of a multiple-member body or employee of the town not covered by the terms of a collective bargaining or other agreement addressing removal and, whether appointed for a fixed or an indefinite term, may be removed from office by the appointing authority.

7.7.2 When removing any such official, appointed member of a multiple-member body or employee of the town, the appointing authority shall act in accordance with the town's personnel by-laws or rules and regulations.

Section 7.8: Loss of Office

A person appointed to serve as a member of a multiple-member body may be removed from office by the appointing authority if the person does not take the person's oath of office at the beginning of the current appointment or if the person exhibits excessive absences from the properly-scheduled meetings of the multiple-member body.

Section 7.9: Notice of Vacancies

If a vacancy occurs in a town office, position or position of employment or, whenever by reason of a pending retirement or expiration of a fixed term, a vacancy can be anticipated, the appointing authority shall cause public notice of the vacancy to be posted on the town bulletin board for not less than 10 days. The notice shall contain a description of the duties of the office, position or position of employment and a listing of the necessary or desirable qualifications to fill the office, position or position of employment. A permanent appointment to fill the office, position or position of employment shall not be effective until 14 days after the date the notice was posted to permit reasonable consideration of all applicants. This section shall not apply to positions governed by a collective bargaining or other agreement.

Section 7.10: Waiver of Administrative Fees

Administrative fees, fines and penalties that may be charged by a town department shall not be waived unless the waiver is authorized by a written policy that is available to the public and adopted by that town department, official or board. A policy may be made on an individual basis or as part of a policy decision of uniform applicability.

ARTICLE 8: TRANSITIONAL PROVISIONS

Section 8.1: Continuation of Government

All persons appointed or elected to positions at town agencies shall continue to perform their duties until they are reappointed or reelected, successors to their respective positions are duly appointed or elected or their duties have been transferred and assumed by another town agency in accordance with this charter.

Section 8.2: Continuation of Administrative Personnel

A person holding a town office or a position in the administrative service of the town or a person holding full-time employment under the town shall retain that person's office, position or position of employment and shall continue to perform the duties of that person's office, position or position of employment until provision shall have been made for the performance of those duties by another person or agency; provided, however, that a person in the permanent full-time service of the town shall not forfeit their pay grade or time in the service of the town as a result of the adoption of this charter; provided further, that this section shall not provide a person holding an administrative office or position or a person serving in the employment of the town on the effective date of this charter with any greater rights or privileges with regard to that person's continued service or employment with the town than that person had before the effective date of this charter. Nothing in this paragraph shall impair the rights of any person under an individual employment contract or collective bargaining agreement.

Section 8.3: Transfer of Records and Property

All records, property and equipment of an office, department or agency or part thereof, the powers and duties of which are assigned in whole or in part to another office or agency, shall be transferred immediately to the office, department or agency to which the powers and duties are assigned.

APPENDIX D

DEMOLITION DELAY BYLAW WITH PROPOSED AMENDMENTS USING TRACK CHANGES

§ 125-1. Intent and purpose.

- A. The Demolition Delay Bylaw is enacted for the purpose of preserving and protecting significant buildings within the Town of Groton. ~~which are outside Local Historic Districts.~~ Such buildings reflect distinctive features of the architectural, cultural, economic, political or social history of the Town, and their preservation protects these historic architectural assets which contribute to the overall culture of the community.
- B. The intent of the bylaw is to provide an opportunity to develop preservation solutions for distinctive and preserved historic properties threatened with demolition. The bylaw is intended to encourage owners and townspeople, with assistance from the Groton Historical Commission, to seek out persons who might be willing to purchase, preserve, rehabilitate or restore such buildings rather than demolish them, and to limit the detrimental effect of demolition on the historical architectural resources of the Town. To achieve these purposes, the Groton Historical Commission is empowered to advise the Building Inspector with respect to the issuance of permits for demolition of significant buildings, and, where appropriate and consistent with the intent and purpose of this chapter, to allow demolition under conditions designed to minimize the loss of distinctive features of significant buildings. [The issuance of demolition permits is regulated as provided by this bylaw.](#)

§ 125-2. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

APPLICANT — Any person or persons who is either the owner or legally representing the owner and applying for a permit to demolish any building or structure. [The applicant may not apply for a permit to demolish any building or structure on behalf of a future owner. The process outlined in this Bylaw resets upon the transfer of ownership of a property.](#)

BUILDING — A structure enclosed within exterior walls or firewalls, built, erected and framed of a combination of any materials to form a structure for the shelter of persons, animals or property.

BUILDING INSPECTOR — The Town of Groton Building Commissioner, who is charged with the administration and enforcement of the State Building Code, 780 CMR, and is authorized to issue demolition permits.

COMMISSION — The Groton Historical Commission, which is charged with the identification, documentation and preservation of the historical resources of Groton.

DEMOLITION — Any act of pulling down, destroying, removing, razing or moving a building or commencing the work of moving or of total or substantial destruction with the intent of

completing the same. Substantial demolition is defined as irreparably removing or altering any historically significant feature of a structure, or removing twenty-five (25) percent of the volume of the structure or twenty-five (25) percent of the roof structure. This includes rebuilding any portion of a structure in which more than fifty (50) percent of the materials are replaced.

DEMOLITION PERMIT — The permit issued by the Building Inspector as required by the State Building Code for the demolition, substantial demolition or removal of a building.

HISTORICALLY OR ARCHITECTURALLY SIGNIFICANT BUILDING — Any building which, in whole or in part, is at least 75 years old, or is of unknown age and:

- A. Is listed on, or is a contributing building within an area listed on, the National Register of Historic Places, or is the subject of a pending application for such listing, or is eligible for such listing; or
- B. Is included in the Cultural Resources Inventory prepared by the Historical Commission; or
- C. Has been determined by vote of the Historical Commission to be a significant building after a finding by the Historical Commission that the building meets one or more of the following three criteria:
 - (1) Historical importance. The building meets the criterion of historical importance if it:
 - (a) Has character, interest or value as part of the development, heritage or cultural characteristics of the Town of Groton, the Commonwealth of Massachusetts or the nation; or
 - (b) Is the site of an historic event; or
 - (c) Is identified with a person or group of persons who had significant influence on society; or
 - (d) Exemplifies the cultural, political, economic, social or historic heritage of the community.
 - (2) Architectural importance. The structure meets the criterion of architectural importance if it:
 - (a) Portrays the environment of a group of people in an era of history characterized by a distinctive architectural style; or
 - (b) Embodies those distinguishing characteristics of an architectural type; or
 - (c) Is the work of an architect, master builder or craftsman whose individual work has influenced the development of the Town of Groton or a wider region; or
 - (d) Contains elements of architectural design, detail, materials or craftsmanship, which represents a significant innovation.

- (3) Geographic importance. The structure meets the criterion of geographic importance if:
 - (a) The site is part of or related to a square, park, or other distinctive area; or
 - (b) The structure, as to its unique location or its physical characteristics, represents an established and familiar visual feature of the neighborhood, village center, or the community as a whole.

§ 125-3. Procedure.

No permit for the demolition of a significant building or part thereof shall be issued except as provided in this chapter, as well as in conformity with the provisions of other laws and bylaws applicable to the demolition of buildings and the issuance of permits generally.

- A. Application contents. Every application for a demolition permit shall be filed with the Building Inspector and shall contain the following information:
 - (1) The address of the building to be demolished;
 - (2) The owner's name, address and telephone number;
 - (3) A brief description of the type of building and the condition requiring issuance of the permit;
 - (4) Age of building as established by the Board of Assessors, deed or documentation verifying year of construction;:-
 - (5) A brief description of the proposed reuse, reconstruction or replacement;
 - (5)(6) Photographs clearly depicting the building in question.
- B. Within seven (7) days after receipt of any application for a demolition permit, the Building Inspector shall forward a copy to the Commission. No demolition permit shall be issued during this time.
- C. Within thirty (30)14 days after receipt of a copy of the application for demolition permit from the Building Inspector, the Historical Commission or its designee shall make a determination of architectural and/or historical significance ("determination of significance"). Upon determination by the Historical Commission that the building is not architecturally and/or historically significant, the Historical Commission shall so notify the Building Inspector and the applicant in writing. Upon receipt of such notification, or after the expiration of thirty (30)25 days from the date of application submission to the Building Department if the Building Inspector has not received notification from the Historical Commission, the Building Inspector may issue the demolition permit. Upon determination by the Historical Commission that the building is historically and/or architecturally significant, the Building Inspector and the applicant shall be so notified by the Historical Commission in writing within thirty (30)25 days from the date of application submission to the Building Department, and a demolition permit shall not be issued.

D. The Historical Commission shall hold a public hearing within thirty (30) days of the determination of significance to determine whether the building should be preferably preserved. Public notice of the time, place and purpose of the hearing shall be published by the Historical Commission at the expense of the applicant in a newspaper of general circulation in the Town or online platform of comparable reach, as approved by the Commission, not less than fourteen (14) days before the day of said hearing and shall be posted on the Town's website for the same period. in a conspicuous place in the Town Hall for a period of not less than seven days before the day of said hearing.

E. The Commission shall decide at the public hearing or within fourteen (14) days after the public hearing whether the building should be preferably preserved. If agreed to in writing by the applicant, the determination of the Commission may be postponed.

~~E.F.~~ If after a public hearing the Historical Commission determines that the significant building should not be preferably preserved, the Historical Commission shall, within twenty-onefive (21) days after the hearing, notify in writing the Building Inspector and the applicant of the determination and the Building Inspector may issue a demolition permit upon receipt of the written determination.

~~F.G.~~ If after a public hearing the Historical Commission determines that the significant building should be preferably preserved ("preservation determination"), the Historical Commission shall, within twenty-onefive (21) days after the hearing, notify in writing the Building Inspector and the applicant, and no demolition permit may be issued until twenty-four (24+8) months after the date of the preservation determination by the Historical Commission, and the applicant has met the requirements outlined in section 125-4.
[Amended 10-1-2018 ATM by Art. 16]

Upon a determination by the Commission that a building is preferably preserved, no building permit for new construction or alterations to the subject building shall be issued for a period of twenty-four (24) months from the date of the determination unless otherwise agreed to by the Commission when required for safety, building integrity, or as part of a plan to preserve the building.-

Following the twenty-four (24) month delay period, Nno permit for demolition of a building determined to be a preferably preserved building shall be granted until all plans for future use and development of the site have been filed with the Building CommissionerInspector and have found to comply with all laws pertaining to the issuance of a building permit and any other approvals necessary for the intended use. All approvals necessary for the issuance of such building permit or certificate of occupancy including without limitation any necessary zoning variances or special permits, must be granted and all appeals from the granting of such approvals must be concluded, prior to the issuance of a demolition permit under this section.

If the site is proposed to be vacant, the property owner must file a signed affidavit with the Building CommissionerInspector attesting that no development is planned for the site and that it will remain in a vacant state for the foreseeable future. No permit for any type of construction may be granted for the property in question under this subsection for an

additional period of twenty-four (24) months following the expiration of the demolition delay, unless an exemption is granted by the Historical Commission when part of a plan to construct a comparable replacement to the demolished building.

Notwithstanding anything contained in Subsection G, the Building Inspector may issue a demolition permit for a building with a preservation determination at any time after receipt of written advice from the Historical Commission to the effect that either:

[Amended 10-1-2018 ATM by Art. 16]

- (1) The Historical Commission is satisfied that there is no reasonable likelihood that either the owner or some other person or group is willing to purchase, preserve, rehabilitate or restore such building; or
- (2) The Historical Commission is satisfied that for at least twenty-four (24) months the applicant has made continuing, bona fide and reasonable efforts to locate a purchaser to preserve, rehabilitate or restore the subject building, and that such efforts have been unsuccessful.

§ 125-4. Responsibility of owners.

A. Once a significant building is given a determination of significance by the Historical Commission, the applicant and owner shall be responsible for properly securing the building to the satisfaction of the Building Inspector, whether occupied or vacant. Should the applicant fail to so secure the building and the significant building is destroyed at any time during the twenty-four (24)-month demolition delay period and such destruction could have been prevented by the required security measures as determined by the Building Inspector, it shall be considered a demolition in violation of this chapter.

[Amended 10-1-2018 ATM by Art. 16]

B. Also, the applicant shall allow the Historical Commission or a designee appointed by the Historical Commission access to the significant building and property, for the purpose of documenting the building under the survey process of the Massachusetts Historical Commission and for the purpose of showing the building to prospective purchasers or preservers.

C. During the entire twenty-four (24) month demolition delay period, the property owner shall make a good faith effort to sell the property in order to preserve the building, unless granted an exemption by vote of the Historical Commission where the owner has demonstrated that such efforts will be futile. This provision "Good faith efforts" includes the following:

- The significant building must be sold along with the land on which it currently sits to maintain its historic context. For the avoidance of doubt this requirement cannot be satisfied by the owner offering the building to be moved to another location, unless an exemption is granted such relocation is approved by the Historical Commission. The amount of land to be sold with the significant building shall be governed by all applicable zoning regulations. If legally permitted, this may include the subdivision of the property. Any related expenses will be borne by

the applicant.

- The property in question must be publicly advertised for sale. This includes the conspicuous posting of such notice on the property, as well as in at least one (1) other suitable public outlet typically utilized by persons offering real estate for sale (including, but not limited to, the Multiple Listing Service). This shall be done at the owner's sole expense. The twenty-four (24) month demolition delay period shall not begin until the provisions of this section are met and the applicant informs the Commission of such. If at any time during the demolition delay period the applicant ceases to meet the provisions of this section, the delay period may be paused until the provisions are once again met. The Commission will notify the applicant of any such pause, and the reason for the same.
- The offer for sale must be constructed in a bona fide and commercially reasonable manner. The object of this provision is limited to preventing the owner from impeding the preservation of the property by offering the property for sale other than on commercially reasonable terms.
- If the owner declines an offer to purchase the property in question and does not accept another offer within two (2) weeks, the applicant must inform the Commission, in writing, of the offer price and the reason that the offer was declined. The owner shall document such good faith efforts and provide reports to the Commission, at least once every two (2) months during the delay period, of such good faith efforts.

§ 125-5. Emergency demolition.

- A. Notwithstanding the other provisions of this chapter, the Building Inspector may issue a demolition permit at any time in the event of imminent and substantial danger to the health and safety of the public due to deteriorating conditions. Prior to doing so, the Building Inspector shall inspect the building and document, in writing, the findings and reasons requiring an emergency demolition, a copy of which shall be forwarded immediately to the Historical Commission. Before allowing emergency demolition, the Building Inspector shall make every effort to inform the Chairperson of the Commission of his intention to allow demolition.
- B. No provision of this chapter is intended to conflict with or abridge any obligations or rights conferred by Massachusetts General Laws, Chapter 143, regarding removal or demolition of dangerous or abandoned structures. In the event of a conflict, the applicable provisions of Chapter 143 shall control.

§ 125-6. Enforcement and remedies.

- A. The Historical Commission is authorized to adopt rules and regulations to carry out its duties and functions under this chapter
- B. The Historical Commission is specifically authorized to institute any and all actions and proceedings, in law or equity, as it may deem necessary and appropriate to obtain

compliance with the requirements of this chapter or to prevent a threatened violation thereof.

C. No building permit for any premises upon which a significant building has been voluntarily demolished in violation of this chapter shall be issued for a period of two years after the date of the completion of such demolition. The design shall first be reviewed, and must be accepted by, the Historical Commission. As used herein, "premises" refers to the parcel of land upon which the demolished significant building was located and all adjoining parcels of land under common ownership or control.

D. Notwithstanding the foregoing, whenever the Historical Commission shall, on its own initiative or on application of the applicant, determine that earlier reconstruction, restoration or other remediation of any demolition in violation of this chapter better serves the intent and purpose of this chapter, it may, prior to the expiration of said period of two years, authorize issuance of a building permit, upon such conditions as the Historical Commission deems necessary or appropriate to effectuate the purposes of this chapter, and may so notify the Building Inspector.

E. If the property owner fails to abide by the terms of section 125-4, the Historical Commission may pause the demolition delay period until the provisions are met.

F. The Commission is authorized to adopt a schedule of reasonable fees to cover the costs associated with the administration of this bylaw.

~~D.~~ Any owner of a building subject to this bylaw that demolished the building without first obtaining a demolition permit in accordance with the provisions of this bylaw shall be subject to a fine of not more than Three Hundred Dollars (\$300). Each day the violation exists shall constitute a separate offense until a faithful recreation of the demolished building is completed or unless otherwise agreed to by the Commission.

§ 125-7. Historic District Act.

Nothing in this chapter shall be deemed to conflict with the provisions of the Historic Districts Act, Massachusetts General Laws Chapter 40C. If any of the provisions of this chapter do so conflict, that act shall prevail. Following a determination that the building is significant and preferably preserved, the Commission may recommend to town meeting that the building be protected through the provisions of Massachusetts General Law, Chapter 40C, the Historic Districts Act. The steps required under M.G.L. Chapter 40C shall be followed prior to the establishment of a local historic district. Buildings included within the boundaries of a local historic district established under M.G.L Chapter 40C shall not be subject to this bylaw so long as the proposed demolition is regulated by the local historic district bylaw.

§ 125-8. Severability.

In case any section, paragraph or part of this chapter is for any reason declared invalid or unconstitutional by any court of competent jurisdiction, every other section, paragraph and part shall continue in full force and effect.

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

PRSR STD
U.S. Postage
PAID
Groton, MA 01450
PERMIT #3

RESIDENTIAL POSTAL PATRON GROTON, MA

Warrant, Summary, and Recommendations

TOWN OF GROTON



**SPECIAL TOWN MEETING
JUNE 23, 2025**

**Marion Stoddart Building Auditorium
344 Main Street, Groton, Massachusetts 01450**

Beginning Monday, June 23, 2025 @ 7:00 PM

Introduction to Groton Town Meeting

Voters are familiar with casting ballots in local and state elections, but they have another important civic duty in towns, the Town Meeting.

What is Town Meeting?

The Town Meeting is the legislative body in the town form of government in Massachusetts. Town Meeting is a formal gathering of registered voters who propose, debate and vote on measures. Groton holds at least two Town Meetings per year. As this is a Special Town Meeting, there is a quorum requirement of two (2%) percent of the Town's Registered Voters in order for the Meeting to commence.

What is a warrant?

The warrant is the official notice to voters that a Town Meeting is scheduled. The warrant includes the date, time, location and a description of each subject to be acted on at Town Meeting. In Groton, the warrant must be posted in two public places 14 days in advance of Town Meeting. In Groton, every household is also notified of the meeting by postcard with a link to the Warrant. “[T]he warrant must contain a sufficient description of what is proposed so as to constitute an adequate warning to all the inhabitants of the town.”¹ “Every action taken at the meeting must be pursuant to some article in the warrant and must be within the scope of such article.”²

How does Town Meeting proceed?

Voters attending Town Meeting must first check in with the clerks and receive an electronic voting handset which is required to vote. The meeting typically acts on the articles in the order that they are printed in the warrant. For each article, a main motion is made and seconded by voters and placed by the moderator on the floor for debate. Permission of the moderator is required to speak. The moderator presides and regulates the proceedings, decides all questions of order, and calls and declares all votes. After debate has ended, the moderator will call for a vote by use of the electronic voting handset. Please see page 3 of this Warrant for a full explanation of how Electronic Voting will work at Town Meeting.

¹ *Town Meeting Time: A Handbook of Parliamentary Law* (page 19) Massachusetts Moderators Association, Fourth Edition, 2024.

² *Id.*

Who can attend?

Town Meeting is open to the public. Only Groton voters are entitled to attend, speak and vote. Non-voters may be required to sit in a separate section. Non-voters may ask the moderator to speak on the topic of the debate.

How long is town meeting?

Town Meeting concludes when all articles on the warrant have been acted upon. Town Meeting may conclude in one session or adjourn for subsequent sessions.

Electronic Voting at Town Meeting



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

Voter Check-In

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

Test Vote

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

Proxy Voting Prohibited

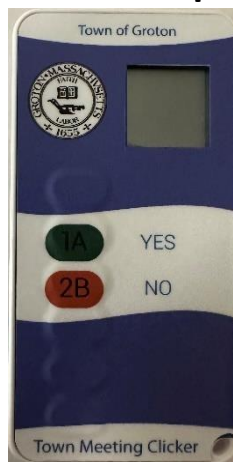
The handset given to a voter at check-in is for the exclusive use of that voter. Voting with a handset that has been issued to another individual is strictly forbidden.

Voting

When the Moderator announces it is time to vote:

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

Handset Display



The display on the handset:

- OK means the system receiver has received your vote
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Help Desk

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

Handset Return

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



Town Meeting Access for Voters with Disabilities

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

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

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

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

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

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

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

**SPECIAL TOWN MEETING WARRANT
JUNE 23, 2025**

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 Marion Stoddart Building Auditorium, 344 Main Street, Groton, Massachusetts on Monday, the twenty-third day of June, 2025 at Seven O'clock in the evening to consider the following:

Article 1: Amend the Fiscal Year 2026 Town Operating Budget

To see if the Town will vote to amend the Fiscal Year 2026 Operating Budget as adopted under Article 5 of the April 26, 2025 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 2026, or to take any other action relative thereto.

**Finance Committee
Select Board
Town Manager**

Select Board:
Finance Committee:

Summary: *At the April 26, 2025 Spring Town Meeting, the Operating Assessment for the Groton Dunstable Regional School District was approved in two parts. The Town approved an Operating Assessment of \$27,777,948 that was part of the Balanced Budget. There was an additional appropriation of \$673,250 for the School District that was contingent on an override of Proposition 2½. The proposed override was defeated at the Annual Town Election and therefore the contingency was not met. The Select Board, Town Manager and Finance Committee do not want to see any more reductions to the School District and asked the Town Manager to work with the District to see how reductions can be made to the Municipal Budget, along with increasing revenue, to meet the needs of the School District in FY 2026. Proposed reductions to the Municipal Budget, along with proposals to increase revenues will be presented to Town Meeting to balance the Budget.*

Article 2: Amend the Fiscal Year 2026 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, to amend the Fiscal Year 2026 Capital Budget that was approved under Article 6 of the April 26, 2025 Spring Town Meeting by increasing the appropriations for the Municipal Building Repairs and creating a new Police Department Capital Budget, or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *As part of balancing the Town’s Operating Budget as outlined in Article 1, the Town Manager is proposing to remove all minor Capital Items from the Operating Budget and move them to the Capital Budget. A detailed Report will be provided to the Special Town Meeting by the Town Manager.*

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 4th Day of June in the year of our Lord Two Thousand Twenty-Five.

Alison S. Manugian

Alison S. Manugian, Chair

Rebecca H. Pine

Rebecca H. Pine, Vice-Chair

Peter S. Cunningham

Peter S. Cunningham, Clerk

John F. Reilly

John F. Reilly, Member

Matthew F. Pisani

Matthew F. Pisani, Member

OFFICERS RETURN

Groton, Middlesex

Pursuant to the within Warrant, I have this day notified the Inhabitants to assemble at the time, place, and for the purpose mentioned as within directed. Personally posted by Constable.

Constable

Date Duly Posted

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

PRSRT STD
U.S. Postage
PAID
Groton, MA 01450
PERMIT #3

RESIDENTIAL POSTAL PATRON GROTON, MA

MINUTES

Warrant, Summary, and Recommendations

TOWN OF GROTON



SPECIAL TOWN MEETING JUNE 23, 2025

Marion Stoddart Building Auditorium
344 Main Street, Groton, Massachusetts 01450

Beginning Monday, June 23, 2025 @ 7:00 PM

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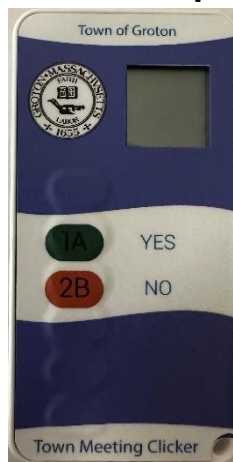
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2025 SPECIAL TOWN MEETING OFFICIALS

MEETING DATE – JUNE 23, 2025

Town Moderator:

Jason Kauppi

Deputy Moderator:

Ed McNierney

Board of Selectmen:

Matt Pisani, Chair
Becky Pine, Vice-Chair
Alison Manugian, Clerk
Peter Cunningham
John R. Reilly

Finance Committee:

Bud Robertson, Chair
Mary Linskey, Vice Chair
Gary Green
Scott Whitefield
David Manugian
Michael Sulprizio
Kristina Lengyel

Town Manager:

Mark W. Haddad
Kara Cruikshank, Executive Assistant

Town Clerk:

Dawn Dunbar

Proceedings:

The meeting was called to order at 7:00 PM on June 23, 2025 at the Marion Stoddart Building Auditorium. Moderator Jason Kauppi presided. There were 285 voters present at 7:00 PM. The Select Board, in conjunction with the Moderator voted on June 16, 2025 to reduce the quorum to 125.

Announcements:

The Moderator made some announcements relative to how Town Meeting operates, reviewed the warrant, the consent motions contained within the warrant.

The Moderator reviewed instructions for the use of the electronic voting handsets. A test of the handsets was conducted.

The Moderator called for a moment of silence. The Meeting took the Pledge of Allegiance.

The Moderator determined that the warrant was duly posted and entertained a motion to waive the reading of the warrant.

A MOTION WAS MADE AND SECONDED TO WAIVE THE READING OF THE WARRANT.

Quantum of Town Meeting Vote: Majority

Vote on Motion to Waive the Reading of the Warrant: Yes – 294; No – 29; Motion Passed by Majority Vote

There were 399 voters present as of 7:14 PM.

**SPECIAL TOWN MEETING WARRANT
JUNE 23, 2025**

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 Marion Stoddart Building Auditorium, 344 Main Street, Groton, Massachusetts on Monday, the twenty-third day of June, 2025 at Seven O'clock in the evening to consider the following:

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To see if the Town will vote to amend the Fiscal Year 2026 Operating Budget as adopted under Article 5 of the April 26, 2025 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 2026, or to take any other action relative thereto.

**Finance Committee
Select Board
Town Manager**

Select Board:
Finance Committee:

Summary: *At the April 26, 2025 Spring Town Meeting, the Operating Assessment for the Groton Dunstable Regional School District was approved in two parts. The Town approved an Operating Assessment of \$27,777,948 that was part of the Balanced Budget. There was an additional appropriation of \$673,250 for the School District that was contingent on an override of Proposition 2½. The proposed override was defeated at the Annual Town Election and therefore the contingency was not met. The Select Board, Town Manager and Finance Committee do not want to see any more reductions to the School District and asked the Town Manager to work with the District to see how reductions can be made to the Municipal Budget, along with increasing revenue, to meet the needs of the School District in FY 2026. Proposed reductions to the Municipal Budget, along with proposals to increase revenues will be presented to Town Meeting to balance the Budget.*

MOTION #1 - Article 1

Mover: Bud Robertson

MOTION: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purpose voted:

Protections of Persons and Property: By decreasing the Protection of Persons and Property Appropriation from \$4,864,896 to \$4,838,346 so as to decrease Line Item 1305 – “Police Department Minor Capital” by \$26,550 from \$26,550 to \$0.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY BUD ROBERTSON AND SECONDED.

Mr. Robertson made a presentation to the Town Meeting.

DEBATE: Mr. Alberghini asked if there was still a deficit. Mr. Roberston said that the school eliminated a position to cover the \$74K deficit.

There were 406 voters present at 7:29 PM.

Mr. Burnett asked what position was not being filled at the school district. Superintendent Bruno said that they were not filling a vacant position but could account for those students’ needs elsewhere as those students were transitioning to the high school.

Quantum of Town Meeting Vote: Majority

Vote on Motion #1: Yes – 361; No - 37; Motion Passed by Majority Vote

CONSENT MOTION #1 - Article 1

Mover: Bud Robertson

MOTION: I move that the Town take affirmative action on Motion 2 through Motion 5, under Article 1, as set forth in the Town Meeting Information Handout for this Meeting, without debate and in accordance with the action proposed under each motion, provided, however, that if any voter requests the right to debate a specific budget motion, then said motion shall be debated and voted upon separately.

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY BUD ROBERTSON AND SECONDED.

The Chair read the name of each motion under Article 1, Consent Motion #1.

DEBATE: There were no holds and no debate.

Quantum of Town Meeting Vote: Majority

Vote on Motion #1: Yes – 355; No - 34; Motion Passed by Majority Vote

Article 2: Amend the Fiscal Year 2026 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, to amend the Fiscal Year 2026 Capital Budget that was approved under Article 6 of the April 26, 2025 Spring Town Meeting by increasing the appropriations for the Municipal Building Repairs and creating a new Police Department Capital Budget, or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *As part of balancing the Town’s Operating Budget as outlined in Article 1, the Town Manager is proposing to remove all minor Capital Items from the Operating Budget and move them to the Capital Budget. A detailed Report will be provided to the Special Town Meeting by the Town Manager.*

MOTION #2 – Article 2

Mover: John Reilly

MOTION: I move that the Town vote amend the Fiscal Year 2026 Capital Budget that was approved under Article 6 of the April 26, 2025 Spring Town Meeting by transferring an additional \$66,550 from the Capital Stabilization Fund, to be expended by the Town Manager, to increase the appropriations for Municipal Building Repairs and create a new Police Department Capital Budget as follows:

Item	Original Appropriation	New Appropriation	Difference
Municipal Building Exterior Repairs	\$50,000	\$90,000	\$40,000
Police Department Capital	\$ 0	\$26,550	\$26,550
Total	\$50,000	\$116,550	\$66,550

Quantum of Town Meeting Vote: Majority

THE MOTION WAS MOVED BY JOHN REILLY AND SECONDED.

DEBATE: There was no debate.

Quantum of Town Meeting Vote: Majority

Vote on Motion #2: Yes – 341; No - 46; Motion Passed by Majority Vote

The Moderator asked for a motion to adjourn. The motion was seconded. The motion carried unanimously by a voice vote. The meeting adjourned at 7:39 PM.

****409 total voters were checked in at this Town Meeting.***

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 4th Day of June in the year of our Lord Two Thousand Twenty-Five.

Alison S. Manugian

Alison S. Manugian, Chair

Rebecca H. Pine

Rebecca H. Pine, Vice-Chair

Peter S. Cunningham

Peter S. Cunningham, Clerk

John F. Reilly

John F. Reilly, Member

Matthew F. Pisani

Matthew F. Pisani, Member

OFFICERS RETURN

Groton, Middlesex

Pursuant to the within Warrant, I have this day notified the Inhabitants to assemble at the time, place, and for the purpose mentioned as within directed. Personally posted by Constable.

Constable

Date Duly Posted

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

PRSRT STD
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PERMIT #3

RESIDENTIAL POSTAL PATRON GROTON, MA

Warrant, Summary, and Recommendations

TOWN OF GROTON



2025 FALL TOWN MEETING

**Marion Stoddart Building Auditorium
344 Main Street, Groton, Massachusetts 01450**

Beginning Saturday, October 18, 2025 @ 9:00 AM

Attention Voters
Please bring this Document to Town Meeting

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How long is Town Meeting?

Town Meeting concludes when all articles on the warrant have been acted upon. Town Meeting may conclude in one session or adjourn for subsequent sessions.

Explanation of a Consent Agenda

A consent agenda is a procedure to group multiple main motions into a single motion for voting. A consent agenda saves time by eliminating the reading of multiple motions and explanations when there are no objections or questions. In Groton, a consent agenda generally consists of articles unanimously supported by the Select Board and Finance Committee. Articles that change by-laws or introduce new spending are typically not included. In this warrant, the Select Board has grouped articles in consent agendas and labeled them for easy reference.

How Consent Agendas Work

As the first step to act on a consent agenda, the Moderator will read the titles of the included articles. A voter who wishes to remove an article from the consent agenda for separate debate and vote should state “hold.” The held article will be set aside and acted on after the vote on the consent agenda. After the meeting agrees on the contents of the consent agenda, there will be no debate and the Moderator will immediately call for a vote. Every motion included in the consent agenda will either pass or fail as a group. Voters should read the warrant and review the proposed consent agendas to identify articles they wish to remove for separate consideration.

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Test Vote

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

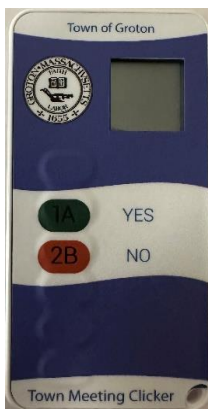
Proxy Voting Prohibited

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

Voting

When the Moderator announces it is time to vote:

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



Handset Display

The display on the handset:

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

Help Desk

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

Handset Return

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



Town Meeting Access for Voters with Disabilities

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

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

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

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

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

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

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

**FALL TOWN MEETING WARRANT
OCTOBER 18, 2025**

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 Marion Stoddart Building Auditorium, 344 Main Street, Groton, Massachusetts in said Town on Saturday, the eighteenth day of October, 2025 at Nine O'clock in the morning, to consider the following:

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*Will be presented as one motion as a Consent Agenda

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. Please see the Town Manager's Report starting on page 24 for additional information related to this Article.*

Article 2: Amend the Fiscal Year 2026 Town Operating Budget

To see if the Town will vote to amend the Fiscal Year 2026 Operating Budget as adopted under Article 5 of the April 26, 2025 Spring Town Meeting and amended under Article 1 of the June 23, 2025 Special 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 2026, or to take any other action relative thereto.

Finance Committee
Select Board
Town Manager

Select Board: See Select Board's Recommendations Beginning on Page 25
Finance Committee: See Finance Committee's Recommendations Beginning on Page 25

Summary: *The Fiscal Year 2026 Town Operating Budget was approved at the April 26, 2025 Town Meeting and amended at the June 23, 2025 Special Town Meeting. 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 Fiscal Year 2026 Operating Budget. Please see the Town Manager's Report starting on page 24 for additional information related to this Article.*

Article 3: 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 \$109,199. 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. Please see the Town Manager's Report starting on page 24 for additional information related to this Article.*

Article 4: *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: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*

Summary: *As of the printing of this Warrant, the balance in this fund is \$2,728,838. 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. Please see the Town Manager's Report starting on page 24 for additional information related to this Article.*

Article 5: *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 \$22,868. 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. Please see the Town Manager's Report starting on page 24 for additional information related to this Article.*

Article 6: *Transfer Within the Water Enterprise Fund*

To see if the Town will vote to transfer a sum or sums of money from the Water Enterprise Fund Surplus to the Fiscal Year 2026 Water Enterprise Budget, or to take any other action relative thereto.

Board of Water Commissioners

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

Summary: *This Article will seek a transfer from the Water Enterprise Fund Surplus to the Fiscal Year 2026 Water Department’s General Expense Budget to cover unanticipated expenses. Please see the Town Manager’s Report starting on page 24 for additional information related to this Article.*

Article 7: *Transfer Within the Four Corners Sewer Enterprise Fund*

To see if the Town will vote to transfer a sum or sums of money from the Four Corners Sewer Enterprise Fund Surplus to the Fiscal Year 2026 Four Corners Sewer Enterprise Department Budget, or to take any other action relative thereto.

Board of Sewer Commissioners

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

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2026 Four Corners Sewer Budget. Please see the Town Manager’s Report starting on page 24 for additional information related to this Article.*

Article 8: *Transfer Within the Stormwater Enterprise Fund*

To see if the Town will vote to transfer a sum or sums of money from the Stormwater Enterprise Fund Surplus to the Fiscal Year 2026 Stormwater Enterprise Budget, or to take any other action relative thereto.

Town Manager

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

Summary: *This article allows the Stormwater Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2026 Stormwater Budget. Please see the Town Manager’s Report starting on page 24 for additional information related to this Article.*

Article 9: Cable Department Equipment Grant

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 adding funds to the Cable Department Equipment Grant Fund for the Local Access Cable Department, or to take any other action relative thereto.

Town Manager

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *The Town’s Cable Television License agreements with Verizon New England Inc. and Spectrum Northeast, LLC include Public, Educational, and Government (PEG) Grants to be used for capital funding (equipment) purposes. The Town currently collects all cable revenue in the “Cable Department Receipts Reserved for Appropriation Fund” that was established at the 2024 Special Town Meeting. When the Town closed the Cable Enterprise last year, funding designated for this equipment grant was returned to the General Fund and certified as Free Cash. It should have been set aside for equipment. This Article adds this funding to the Equipment Grant fund for these PEG Grant payments and transfers funds from Free Cash into it.*

Article 10: Assessors Quinquennial Certification

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, to be expended by the Town Manager, for the purpose of completing the five-year full certification program necessary to achieve full and fair cash value in accordance with the requirements of Chapter 40, Section 56, and Chapter 58, Sections 1, 1A, and 3, of the Massachusetts General Laws, and the Massachusetts Department of Revenue, or to take any other action relative thereto.

Board of Assessors

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *Assessors in every city and town are responsible for developing a Revaluation program to completely analyze and revalue all property within its borders every year. Revaluation annually is required under Massachusetts law and is regulated by the Massachusetts Department of Revenue's Bureau of Local Assessment (BLA). The rationale for revaluation is to always maintain property at fair market or fair cash value to ensure equity for all classes of property. Every fifth year the Massachusetts Department of Revenue requires a full certification with BLA oversight. The Assessors are seeking \$34,900 to cover the cost for appraisal services of Real Property to be conducted by Vision Government Solutions.*

Article 11: Debt Service for Middle School Track

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Chapter 44B, Section 5, of the Massachusetts General Laws, for debt service for Fiscal Year 2026 for the Middle School Track Project, as authorized under Article 7 of the May 1, 2021 Spring Town Meeting, or to take any other action relative thereto.

Community Preservation Committee

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *The loan to cover the \$1,405,374 cost of the Middle School Track is being paid back in annual payments from Community Preservation Act Funds. This Article appropriates an additional payment in FY 2026, which will be paid by the Community Preservation Committee from the Community Preservation Fund Unallocated Reserve. All of the \$33,000 payment will be applied towards the principal.*

Article 12: Repairs to Fitch’s Bridge Head Wall

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 repair the head wall at Fitch’s Bridge, and all costs associated and related thereto, or to take any other action relative thereto.

Town Manager

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *The head wall that supports the bridge abutment for Fitch’s Bridge is collapsing and needs to be repaired. The Department of Public Works will oversee the repairs of this head wall in compliance with Massachusetts State Law with regards to procurement. This Article will authorize the funding for this repair. Please see the Town Manager’s Report starting on page 24 for additional information related to this Article.*

Article 13: Provide Funding to Maintain the Former Nod Road Landfill

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 maintain the former Nod Road Landfill in compliance with Massachusetts Department of Environmental Protection requirements, and all costs associated and related thereto, or to take any other action relative thereto.

**Town Manager
Department of Public Works Director**

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

Summary: Recently the Department of Environmental Protection (DEP) inspected the former Nod Road Landfill and has required the Town to begin mowing the Landfill. DEP is requesting that the Town conduct a third party inspection to ensure the Landfill was “capped” properly. The DPW Director has requested funds be put aside for maintenance, mowing, inspections and monitoring well installation, along with engineering and survey work. The purpose of this Article is to provide the necessary funding. Please see the Town Manager's Report starting on page 24 for additional information related to this Article.

Article 14: Repair Fire Alarm - Function Hall and Restaurant at the Country Club

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 repair and/or replace the Fire Alarm System at the Function Hall and Restaurant at the Groton Country Club, and all costs associated and related thereto, or to take any other action relative thereto.

Town Manager

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

Summary: During a recent inspection, it was determined that the current Fire Alarm System at the Function Hall and Restaurant at the Groton Country Club needs to be replaced to provide proper fire protection at these facilities. The purpose of this Article is to provide the necessary funding for this purpose. Please see the Town Manager's Report starting on page 24 for additional information related to this Article.

Article 15: *Engineering Funds for Complete Streets Grant Work*

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 paying engineering costs, and other related costs, for work associated with successfully receiving grant funding from the Commonwealth under the Complete Streets Grant Program, or to take any other action relative thereto.

Complete Streets Committee

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

Summary: *The Complete Streets Committee has successfully received over \$750,000 in grant funding from the Commonwealth of Massachusetts under their Complete Streets Program. Some of the projects covered by the funding have been sidewalks on West Main Street and Lowell Road, along with Pedestrian Crossing Devices along Main Street. The Committee is in the process of preparing another Grant Application this Fall. One of the requirements for this program is that the Town has to cover engineering costs for any approved project. The Committee is seeking \$30,000 for this purpose.*

Article 16: *Proposed Amendments to the Groton Charter*

To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act to amend the Town Charter as set forth in Appendix A of this Warrant, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition, or to take any other action relative thereto.

Charter Review Committee

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

Summary: *This Article proposes amendments to the Town of Groton Charter that were previously brought before the Spring 2025 Town Meeting and narrowly defeated by a margin of three votes. The proposed amendments were developed through a public process and are intended to improve clarity, efficiency, and governance within the Charter. Due to the close vote and continued public interest, these amendments are being presented again in two motions for further discussion and vote at this Town Meeting, with some slight changes. Approval of the two motions in this article would authorize the submission of the revised Charter to the Legislature for enactment. The proposed changes are shown in Appendix A of this Warrant beginning on page 32.*

Article 17: Provide Additional Funding for the Cow Pond Brook Fields Project

To see if the Town will vote to transfer from the Community Preservation Act Funds Unallocated Reserve a sum or sums of money, to be expended by the Town Manager, to supplement funding originally approved under Article 8D “Cow Pond Brook Fields Improvements” at the April 26, 2025 Spring Town Meeting for 100% design development to put the project out to bid, and all costs associated and related thereto, or to take any other action relative thereto.

**Town Manager
Community Preservation Committee**

**Select Board: Recommendation Deferred Until Town Meeting
Finance Committee: Recommendation Deferred Until Town Meeting**

Summary: *The 2025 Spring Town Meeting appropriated \$100,000 for the continued design development of improvements to the Cow Pond Brook Fields. A Working Group formed by the Town Manager, with the support of the Park Commission has been working towards this goal. As part of the work, the Town applied for a Fiscal Year 2025 Federal Land and Water Conservation Fund Grant. While a final decision on the Grant has not been made, the Town needs to be prepared to go out to bid and have the project ready to go by the Spring/Summer of 2026. To complete the drawings to go out to bid, an additional \$115,000 is needed to pay the consultant hired by the Town to assist them with this project. Funding will come from the Community Preservation Fund Unallocated Reserve. More information will be provided to the 2025 Fall Town Meeting.*

Article 18: Replace Self Contained Breathing Apparatus for the Fire Department

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 purchase and replace the Self-Contained Breathing Apparatus of the Fire Department and all costs associated and related thereto, or to take any other action relative thereto.

Town Manager

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

Summary: *Self-contained breathing apparatus (SCBA) is a critical component of the safety gear utilized by Fire Department personnel. The ability to breathe clean air and operate in hazardous atmospheres where smoke, heat, and toxic gases are present may make the difference between life or death during emergency incidents. The Groton Fire Department requires SCBA's to be worn by personnel on structure fires, vehicle fires, hazardous materials incidents, and other incidents deemed necessary by company officers. The Town had hoped that this purchase would be covered by a Federal Grant, but the Grant Funding has not been received. The existing SCBA equipment has reached the end of its useful life and needs to be replaced immediately. The cost of this replacement is approximately \$500,000. The Town Manager is recommending that these funds be borrowed and paid off over five (5) years.*

Article 19: Chapter 202 of the General Bylaws - “Door-to-Door Solicitation”

To see if the Town will vote to amend the General Bylaws of the Town of Groton by adding a new Chapter 202 entitled “ Door-to-Door Solicitation” as follows:

**Chapter 202
Door-to-Door Solicitation**

§ 202 - 1 Purpose

The purpose of this Chapter 202 is to provide for the regulation of door-to-door solicitation for commercial purposes in the Town of Groton, to promote public safety and consumer protection.

§ 202-2 Definitions

For the purpose of this Chapter, the following terms shall have the meanings indicated below:

PEDDLER/HAWKER — Any person who sells and makes immediate delivery of, or offers for sale and immediate delivery of, any goods, wares or merchandise, in possession of the seller, at any place within the Town of Groton other than from a fixed place of business.

PERSON — Includes the singular and the plural and shall also mean and include any person, firm or corporation, association, club, partnership or society, or any other organization.

SOLICITOR — Any person who sells or takes orders or offers to sell or take orders for goods, wares, or merchandise for future delivery, or for services to be performed, at any place within the Town of Groton other than a fixed place of business.

DOOR-TO-DOOR SOLICITATION — The transaction of any temporary business within the Town by moving from one place to another by foot, vehicle, or other conveyance, and selling or buying goods, wares, merchandise, foods, or services, or soliciting for orders, sales, subscriptions, or business of any kind, or soliciting for information or donations, including such conduct by peddlers, hawkers, and solicitors.

§ 202-3 License Required

No person may engage in door-to-door solicitation in the Town of Groton without a license issued by the Chief of Police, unless otherwise exempted under this Chapter 202.

§ 202-4 Exemptions

This Chapter shall not apply to:

- A. Persons, firms or corporations selling services, goods, wares, merchandise or materials at wholesale to dealers in such articles.
- B. Newspaper delivery.
- C. Persons vending and delivering goods, wares, or merchandise to regular customers on established routes in the regular course of business.
- D. Deliveries of products previously ordered or purchased.

- E. Sales on private property of the owner's or occupant's household goods and belongings.
- F. Any activity for religious, political, or public policy purposes or other noncommercial purposes, such as non-profit organizations and youth groups, regardless of whether such activity includes acts that would otherwise constitute door-to-door solicitation.
- G. Governmental officers or employees of the Town, county, state or federal government, or any subdivision thereof, when on official business.
- H. Insurance companies authorized to do business in Massachusetts.
- I. Persons under the age of 18 except in connection with a for-profit organization, newspaper carriers excepted.

§ 202-5 Application for License

- A. Each person seeking to conduct door-to-door solicitation shall obtain from and file with the Police Department an application for a license and accompany said application with an investigation fee to cover the cost of investigating the applicant in an amount set from time to time by the Town Manager.
- B. The written application shall contain the required information:
 - (1) Name, permanent address and telephone number, and temporary address if any, of the person seeking to conduct door-to-door solicitation.
 - (2) Applicant date of birth.
 - (3) Applicant height, weight, color of hair and eyes.
 - (4) Make, model and registration number and owner of any vehicle to be used by the applicant while conducting door-to-door solicitation.
 - (5) Period of time for which the license is needed.
 - (6) Brief description of nature of business and goods to be sold.
 - (7) Name, address and telephone number of the person or organization whom the applicant represents and the length of time the applicant has been associated with or employed by that person or organization.
- C. The applicant shall permit the Police Department to photograph said applicant for identification purposes.
- D. A license fee structure shall be issued for one day, one week, one month, or one year. The fees for each duration shall be set from time to time by the Town Manager. One-year duration licenses will be prorated from the set fee if not obtained in the month of January.

§ 202-6 Investigation of Applicant; Issuance or Denial of License

- A. Upon receipt of each such application, the Police Department shall initiate an investigation of the applicant as the Department deems necessary for the protection of the public good, subject to all applicable legal requirements, including authorized criminal history background checks.
- B. Not later than 10 calendar days after the filing of such application, the Chief of Police, or their designee, shall issue the applicant a license in the form of a photo license card

showing the name and address of the licensee and authorizing them to solicit for the purposes described in their application subject to this Chapter and the laws of the Commonwealth of Massachusetts. Failure by the Chief of Police to act on an application within 10 calendar days shall constitute approval of said application.

C. Grounds for disapproval of an application shall be:

- (1) Applicant has a conviction in any state or federal court of the United States or any court of a territory of the United States for any of the following named offenses committed within the last seven years: murder/manslaughter, rape, arson, burglary, breaking and entering, larceny, robbery, receiving stolen property, assault, fraud, sexual misconduct as specified in M.G.L. c. 265, §§ 13B and 22 through 24, and M.G.L. c. 272, § 53A, unlawfully carrying weapons, or the attempt of any such offense, as such persons pose a substantial degree of danger to minors and other persons vulnerable to becoming victims of the violent crimes so listed;
- (2) Applicant is a person who is a sex offender required to register with the Sex Offenders Registry Board and who is finally classified as a Level 2 or Level 3 Sex Offender, as such person has been found to have a moderate to high risk of re-offense and pose a substantial degree of dangerousness to minors and other persons vulnerable to becoming victims of sex crimes;
- (3) Applicant has had a license revoked for violation of this Chapter within the previous two-year period; or
- (4) The failure to include any of the information requested in the application.

§ 202-7 License Requirements

- A. Licenses shall be issued, or denied, by the Chief no later than 10 business days after the application therefor is made in writing to the Police Department.
- B. All photo license cards shall clearly indicate the dates of issuance and expiration and the name and address of the licensee.
- C. All licenses issued under this Chapter are personal to the licensee and shall not be transferable. It shall be a violation of this Chapter for a licensee to allow a license to be used by any other person.
- D. Licensees under this Chapter shall carry their photo license card with them while engaged in authorized activities and must have such photo license card clearly visible while soliciting in the Town of Groton.
- E. Annual licenses shall expire on December 31 of the year issued.
- F. Ice creams trucks are required to print and post an 8 1/2 x 11 color copy of the photo license card in the window of vehicle, clearly visible to patrons.
- G. If while the application is pending or during the term of any license granted thereon there is a change in fact, policy, or method that would alter the information given in the application, the applicant or licensee, as the case may be, shall notify the Police Department in writing within 24 hours of such change.

- H. A license issued under this Chapter 202 does not constitute an endorsement by the Town of Groton nor by any of its departments or officers of the purpose or of the person conducting the solicitation.

§ 202-8 Time Limit for Operation

No licensee under this Chapter shall conduct door-to-door solicitation between the hours of 7:00 p.m. and 9:00 a.m. or on Sundays and legal holidays, unless invited to do so by the owner or occupant of any private residence in the Town.

§ 202-9 No Solicitation List

A No Solicitation List shall be established and maintained by the Groton Police Department to prohibit door-to-door solicitation at certain premises. Owners or occupants may submit their property for inclusion on the list without charge. Upon approval of the issuance of a license as provided herein, each such licensed entity or individual shall be provided with a copy of the No Solicitation List and may not conduct door-to-door solicitation at such property.

§ 202-10 Posted Premises

No person shall engage in door-to-door solicitation upon any premises without a prior invitation from the occupant if such premises is posted against such solicitation by means of a notice prominently displayed near the main entrance to the premises or on or near the main door bearing the phrase "no solicitors" or words of similar effect.

§ 202-11 Revocation of License; Appeals

- A. Licenses issued under this Chapter may be revoked by the Chief of Police for any of the following causes:
- (1) Fraud, misrepresentation, or false statements contained in the application for a license.
 - (2) Fraud, misrepresentation, or false statements in the course of carrying on door-to-door solicitation.
 - (3) Any violation of this Chapter.
 - (4) Commission or conviction of a felony.
 - (5) Commission or conviction of any crime or misdemeanor of moral turpitude.
 - (6) Conducting the business of door-to-door solicitation in a threatening, abusive or illegal fashion so as to constitute a menace to the health, safety, or general welfare of the public.
- B. Notice of the revocation of the license shall be given in writing, setting forth the grounds of complaint and the opportunity to appeal the decision of revocation. Such notice shall be made in person or mailed to the licensee at their last known address, or at an address contained in the application for a license.
- C. Any person who is denied a license or whose license has been revoked may appeal by filing a written notice of appeal with the Town Manager. Such appeal must be filed

within five days after receipt of the notice of denial or revocation. The Town Manager shall hear the appeal within one week of the written notice of appeal, provided, however, that if the Town Manager fails to make a determination within 30 days after the filing of the appeal, the license shall be deemed granted or reinstated as the case may be.

§ 202-12 Violations and Penalties

- A. Any person violating any provisions of this Chapter shall be subject to a fine of \$300 for each offense, except as otherwise provided herein; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

- B. Noncriminal disposition. As an alternative to criminal prosecution or civil action, the Town may elect to utilize the noncriminal disposition procedure set forth in M.G.L. c. 40, § 21D, which has been adopted by the Town in the Code of the Town of Groton, Chapter 1, § 1-4, Complaints, in which case the Police Department or authorized agent shall be the enforcing person.

§ 202-13 Severability

Invalidity of any individual provision of this Chapter shall not affect the validity of the Chapter as a whole.

And further, to authorize the Town Clerk to make any numbering or formatting edits necessary to conform to the publication conventions of the Town Bylaws;

or to take any other action relative thereto.

**Town Manager
Police Chief**

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

Summary: *The Door-to-Door Solicitation Bylaw will establish a process for Solicitors and other Transient Vendors to obtain a license from the town. The application process will include the following: a review of the background of the vendor and suitability of the applicant. This license will prohibit door-to-door solicitation from 7PM - 9AM and prohibit soliciting on Sunday and holidays. The bylaw will also establish a “No Solicitation List.” This will prohibit soliciting for any properties that are on the list, and solicitors will not be allowed to go in or on the private property or residence of such person(s) who are on the list. Residents may request to be placed on the “No Solicitation List” at any time. The bylaw establishes penalties for those who solicit in violation of the bylaw*

Article 20: Amend Chapter 161 – Licenses and Permits of the Groton Code

To see if the Town will vote to amend Chapter 161 “Licenses and Permits” of the General Bylaws of the Town by adding a New Article 2 entitled “Criminal History Background Checks” as follows:

**Chapter 161
Licenses and Permits**

Article 2. Criminal History Background Checks

§161-2 Purpose and Authority

- A. In order to protect the health, safety, and welfare of the inhabitants of the Town of Groton, and as authorized by M.G.L. c. 6, § 172B 1/2, this Chapter shall require:
 - (1) Applicants for a license listed in §161-3 below to submit to fingerprinting by the Groton Police Department; and
 - (2) The Police Department to arrange for the conduct of fingerprint-based criminal record background checks.

- B. The Town authorizes the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Systems (DCJIS), and the Federal Bureau of Investigation (FBI), as may be applicable, to conduct on the behalf of the Town and its Police Department fingerprint-based state and national criminal history records checks, including FBI records, consistent with this Chapter. The Town authorizes the Police Department to receive and utilize state and FBI records in connection with such background checks, consistent with this Chapter. The Town shall not disseminate criminal record information received from the state or FBI to unauthorized persons or entities.

§161-3 Licenses Subject to Fingerprinting

Any applicant for a license to engage in any of the following occupational activities shall have a full set of fingerprints taken by the Police Department for the purpose of conducting a state and national fingerprint-based criminal history records check:

- A. Manager of alcoholic beverage license.
- B. Hawkers, peddlers, and solicitors (door-to-door solicitation license).
- C. Ice cream truck vendor.
- D. Junk dealers.
- E. Owner or operator of a public conveyance.

§161-4 Police Department Procedure

- A. The Police Department will forward the full set of fingerprints obtained pursuant to this Chapter either electronically or manually to the State Identification Section of the Massachusetts State Police.

- B. The Police Department shall provide the applicant with a copy of the results of his or her fingerprint based criminal background check and supply the applicant with opportunity to complete, or challenge the accuracy of, the information contained in it, including the state and FBI identification record. Any applicant that wishes to challenge the accuracy or completeness of the record shall be advised that the procedures to change, correct, or update the record are set forth in 28 CFR 16.34 and any applicable DCJIS policy.
- C. The Police Department shall communicate the results of fingerprint-based criminal history records check to the applicable Town licensing authority (the "licensing authority"). The Police Department shall in addition render to the licensing authority its evaluation of the applicant's suitability for the proposed occupational activity based on the results of the criminal records background check and any other relevant information known to it. In rendering its evaluation, the Police Department shall indicate whether the applicant has been convicted of, or is under pending indictment for, a crime that bears upon his or her suitability for the proposed occupational activity, or any felony or misdemeanor that involved force or threat of force, controlled substances, or a sex-related offense.

§161-5 Reliance by Licensing Authority on Results of Background Check.

- A. The licensing authority may utilize the results of any fingerprint-based criminal records background check performed pursuant to this Chapter for the sole purpose of determining the applicant's suitability for the proposed occupational activity. The licensing authority may deny an application for any license specified herein, including renewals and transfers thereof, if it determines that the results of the fingerprint-based criminal records background check render the applicant unsuitable for the proposed occupational activity.
- B. No application shall be denied on the basis of information contained in a criminal record until the applicant has been afforded a reasonable time, as determined by the licensing authority, to correct or complete the information, or has declined to do so.

§161-6 Policies and Procedures

The Police Department, subject to the approval of the Town Manager, will develop and maintain written policies and procedures for its licensing-related criminal record background check system.

§161-7 Fees

Each applicant for a license listed in §161-3 shall pay a fee as set from time to time by the Town Manager.

And further, to authorize the Town Clerk to make any numbering or formatting edits necessary to conform to the publication conventions of the Town Bylaws;

or to take any other action relative thereto.

***Town Manager
Police Chief***

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

Summary: *The amendment will authorize the Town to require a fingerprint- based criminal background check of applicants of certain licenses to protect the safety of the inhabitants of the Town of Groton. The amendment will apply to applicants for the following licenses: Manager of alcoholic beverage license; Hawkers, peddlers, and solicitors; ice cream truck vendor; owner or operator of a public conveyance. The licensing authority shall utilize the results of any fingerprint-based criminal records background check for the sole purpose of determining the applicant's suitability for the proposed occupational activity.*

Article 21: Special Legislation - Prohibit Use of Second Generation Anticoagulant Rodenticides

To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act as set forth below, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition, or to take any other action relative thereto.

An Act Authorizing the Town of Groton To Prohibit the Use of Second Generation Anticoagulant Rodenticides

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

SECTION 1. Notwithstanding chapter 132B of the General Laws or any other general or special law to the contrary, the town of Groton may regulate through local bylaw or board of health regulation the use of second generation anticoagulant rodenticides within the town of Groton, including prohibiting the use of such pesticides by licensed commercial applicators as defined in 333 C.M.R. 10.00.

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

or to take any other action relative thereto.

Select Board

Select Board: Recommended Unanimously
Finance Committee: No Position

Summary: *The passage of legislation - whether state-wide or local - authorizing the prohibition or restriction of so-called "second generation anticoagulant rodenticides", commonly referred to as "SGARs", is necessary for the following reasons: Despite the use of rodent poisons for generations, rodents continue to proliferate in communities that support their feeding habits; Trash control, rather than poison, is the most effective means of reducing rodent populations; SGARs have caused, and continue to cause, immense, prolonged suffering and death among natural rodent predators such as bald eagles, owls, hawks, coyotes, foxes, and in some cases, domestic pets; In May 2025, the Select Board adopted a policy prohibiting the use of SGARs on Town property; In order to prohibit or restrict the application of SGARs on private property in Groton, state-wide or local legislation is necessary; Many other communities, including Newton, Arlington, Billerica, Brookline and Newbury, have filed petitions in the General Court seeking similar special*

legislation; The extreme, unnecessary, and avoidable suffering of non-targeted species must be curtailed by adherence to a community-wide integrated pest management (“IPM”) program that requires public education, enhanced trash management measures and that either prohibits or greatly restricts the use of SGARs; If enacted, the petitioned special legislation would permit the Town to determine the extent to which SGARs should be prohibited or restricted in Groton under a future bylaw approved by Town Meeting.

Article 22: *Accept Bluebird Lane as a Town Way*

To see if the Town will vote to accept Bluebird Lane as a public way, as recommended by the Planning Board and laid out by the Select Board and as shown on a plan entitled “Bluebird Lane Street Acceptance Plan, Groton, Massachusetts” Owned by R.D. Kanniard Homes, Ayer, MA, prepared by Dillis & Roy, Civil Design Group, dated May 15, 2025, and on file with the Town Clerk; to authorize the Select Board to acquire, by gift, purchase or eminent domain such land and easements for the creation, maintenance and operation of a public way, including but not limited to easements for access, grading, drainage, sloping, construction and utilities, in all or any portions of such way and the parcels on such way, or to take any other action relative thereto.

Select Board

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

Summary: *To accept Bluebird Lane as a public way.*

Article 23: Citizens’ Petition – Authorization to Create an Advisory Committee

To see if the Town will vote to require the creation of an Advisory Committee to develop and recommend a process for delivering Major Initiative Cost - Benefit Reports to Town Meeting.

Citizens’ Petition

NAME	ADDRESS	NAME	ADDRESS
John Petropoulos	18 Kemp Street	Mary A. Jennings	62 Blossom Lane
Kevin Lindemer	201 Boston Road	Diane Hewitt	57 Long Hill Road
Stephen Lane	86 Ridgewood Road	Deborah Busser	17 Broadmeadow Road
Bruce H. Easom	435 Martins Pond Road	Jonathan Strauss	38 Westview Street
Jay Prager	28 Star House Lane	Mark R. Presti	230 Fieldstone Drive

Select Board: Not Recommended Unanimously
Finance Committee: Not Recommended Unanimously

Summary: The following summary was prepared by the petitioners and represents their view on the Article: *Town Meeting would benefit from the provision of rigorous and independently created cost-benefit reports to Town Meeting for articles projected to add significant cost to taxpayers. Phase one (this article) authorizes the creation of a five (5) person Advisory Committee charged with developing the structure, protocols and membership for creating Major Initiative Cost - Benefit Reports. The Committee will present its recommendations to a future Town Meeting for consideration and adoption. The Advisory Committee would be appointed by an affirmative vote of this Town Meeting and would consist of the first five signatories of this Citizen's Petition. The Committee will engage members of the Select Board, Fin Com, School Committee and other subject matter experts in its work.*

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 29th Day of September in the year of our Lord Two Thousand Twenty-Five.

Matthew F. Pisani

Matthew F. Pisani, Chair

Rebecca H. Pine

Rebecca H. Pine, Vice Chair

Alison S. Manugian

Alison S. Manugian, Clerk

John F. Reilly

John F. Reilly, Member

Peter S. Cunningham

Peter S. Cunningham, Member

OFFICERS RETURN

Groton, Middlesex

Pursuant to the within Warrant, I have this day notified the Inhabitants to assemble at the time, place, and for the purpose mentioned as within directed. Personally posted by Constable.

Constable

Date Duly Posted

2. Line Item 1070 – Treasurer/Tax Collector Salaries Request: \$39,334

As part of the transition to the new Treasurer/Collector and the retirement of the current part-time Assistant Treasurer/Collector, the position of Assistant Treasurer/Collector is being increased from 19 hours per week to 40 hours per week (full-time). Since this is a permanent increase in the Budget, funding will come from the FY 2026 Levy Capacity.

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

3. Line Item 1071 – Treasurer/Tax Collector Wages Request: \$16,086

The position of Assistant to the Treasurer/Collector/Payroll Coordinator position will increase to 40 hours (from the current 35 hours) to add additional duties to the position. Currently, the Human Resources Director is a Department of one. The office is very busy and in desperate need of administrative support to help with benefit administration, onboarding, recruitment, training, maintaining personnel records, etc. Initially, it was contemplated to create a fifteen hour per week Human Resources Generalist position. However, it was determined to add hours to existing staff and evaluate whether or not that makes a difference in the overall operation. This amount covers the additional five hours per week, plus a salary adjustment to reflect the added responsibilities. Since this is a permanent increase in the Budget, funding will come from the FY 2026 Levy Capacity.

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

4. Line Item 1130 – Town Clerk Salaries Request: \$19,040

This amount is needed to cover the vacation payout of the former Town Clerk. This funding, since it is a one-time expense, will come from the Excess and Deficiency Fund (Free Cash).

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

5. Line Item 1160 – Insurance & Bonding Request: \$40,000

This amount is needed to cover the increase cost in the Town’s liability, property, auto and worker’s compensation premiums. The cost of insurance increased by approximately 9%, which was not known at the time the original Budget was set in May, 2025. Since this is a permanent increase in the Budget, funding will come from the FY 2026 Levy Capacity.

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

6. Line Item 1210 – Planning Board Salaries Request: \$21,808

Based on the outcome of the Collins Center Salary Study, it was determined that the Land Use Director/Town Planner is significantly below similar positions in comparable communities. To that end, the Salary of the current employee needs to be increased from \$93,192 to \$115,000. Since this is a permanent increase in the Budget, funding will come from the FY 2026 Levy Capacity.

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

7. Line Item 1310 – Fire Department Salaries Request: \$5,400

Due to the closure of the Nashoba Valley Medical Center and the shortfall in personnel within the Fire Department to deal with the additional travel times, the Fire Chief was unable to take vacation for over seven months, resulting in a loss of accrued time. To address this, the Select Board and Town Manager allowed the Chief to buy back two weeks of vacation time as a one-time adjustment. This funding, since it is a one-time expense, will come from the Excess and Deficiency Fund (Free Cash).

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

8. Line Item 1500 – Highway Department Salaries Request: \$80,000

At the June 23, 2025 Special Town Meeting, one of the recommendations to balance the budget was to use Free Cash to cover the retiring DPW Director's FY 2026 Salary (\$55,000) since it is was a one-time expenditure. Unfortunately, that expenditure was left off of the Town Meeting Transfer and has to be addressed this Fall. In addition, \$25,000 will be needed to cover the vacation payout of the retiring DPW Director. This funding, since it is a one-time expense, will come from the Excess and Deficiency Fund (Free Cash).

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

9. Line Item 1710 – Local Access Cable Salaries Request: \$8,819

Similar to the issue with Land Use Director/Town Planner, the position of Cable Director is also below similar positions in comparable communities. To that end, the Salary of the current employee needs to be increased from \$73,181 to \$82,000. This Funding will come from the Local Access Cable Receipts Reserved for Appropriation since that funding is available to cover the cost of funding the Cable Department.

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

10. Line Item 1711 – Local Access Cable Wages Request: \$2,798

The final position that was below similar positions in comparable communities is the Cable Production Technician. The hourly wage of the current employee needs to be increased from \$23.66 to \$25.09 . As was the case with the Local Access Cable Director, . This Funding will come from the Local Access Cable Receipts Reserved for Appropriation since that funding is available to cover the cost of funding the Cable Department.

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

11. Line Item 3010 – Health Insurance/Employee Expenses Request: (\$36,000)

At the conclusion of the Open Enrollment Period in May/June, an audit was completed on the Health Insurance Account and it was determined that this line item can be reduced by \$36,000 to reflect actual enrollment in the Town’s Health Insurande program.

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

12. Line Item 2005B – Short Term Interest Debt – Excluded Request: (\$146,313 - <\$3,355 Levy>)

Due to the lower interest rate received on the Florence Roche Elementary School Construction Bond Anticipation Note (BAN) renewal in June, Excluded Debt can be reduced by \$142,958 and short term Non-Excluded Debt by \$3,356, for a total debt reduction of \$146,313.

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

The Total Amounts in this Article requested by category:	Free Cash:	\$122,098
	Tax Levy:	\$ 77,872
	Cable Receipts:	<u>\$ 11,617</u>
	Total	\$211,587

Article 3: Capital Stabilization Fund Requested Amount: \$900,000

The current balance in the Capital Stabilization Fund is \$109,199. The Town’s financial policies call for a balance in this fund of 1.5% of the total Operating Budget. Should Article 2 pass as presented, the total FY 2026 Operating Budget will be \$52,730,370, requiring a Capital Stabilization Fund Balance of \$790,956. Ordinarily, this would require a transfer of \$681,757. However, this Article seeks an additional \$218,243 for a total transfer of \$900,000 from Free Cash to fund the anticipated Fiscal Year 2027 Capital Budget.

Article 4: Stabilization Fund Requested Amount: \$0

The current balance in the Stabilization Fund is \$2,728,838. The Town’s financial policies call for a balance in this fund of 5% of the total Operating Budget. Should Article 2 pass as presented, the total FY 2026 Operating Budget will be \$52,730,370 requiring a Stabilization Fund Balance of \$2,636,519. At this time, an additional appropriation to the Stabilization Fund is not needed.

Article 5: GDRSD Capital Stabilization Fund Requested Amount: \$250,000

At this time, the Town has not received a preliminary capital budget from the School District. For now, this Article seeks an appropriation of \$250,000 to match what the Town paid last year for the Capital Assessment from the Groton Dunstable Regional School District. This funding, since it is a one-time expense, will come from the Excess and Deficiency Fund (Free Cash).

Article 6: Water Enterprise Fund Requested Amount: \$70,000

The Water Department is requesting a transfer from Water Surplus of \$70,000 to replace one of their pick-up trucks that has over 125,000 miles and is in need of serious repair. This was included in the Water Department’s Capital Plan and they are moving it up a year.

Article 7: Four Corner Sewer Enterprise Fund Requested Amount: \$32,000

The usage data at Four Corners has been volatile due to vacancies in the various lots. It is becoming more consistent, which will help with budgeting. In addition, funding will be used for bid preparation and the selection process to hire on-call services to handle emergencies with the Four Corners Sewer District. This Article seeks to transfer \$32,000 from the Four Corner Sewer Enterprise Excess and Deficiency Fund to balance the budget for FY 2025.

Article 8: Stormwater Enterprise Requested Amount: \$50,000

The Department of Public Works is requesting that \$50,000 be transferred from the Stormwater Excess and Deficiency Fund to pay for additional engineering assistance to meet State Reporting requirements.

Article 9: Cable Equipment Grant Requested Amount: \$16,000

From the Summary in the Warrant: *The Town’s Cable Television License agreements with Verizon New England Inc. and Spectrum Northeast, LLC include Public, Educational, and Government (PEG) Grants to be used for capital funding (equipment) purposes. The Town currently collects all cable revenue in the “Cable Department Receipts Reserved for Appropriation Fund” that was established at the 2024 Special Town Meeting. When the Town closed the Cable Enterprise last year, funding designated for this equipment grant was returned to the General Fund and certified as Free Cash. It should have been set aside for equipment. This Article creates a new Equipment Grant fund for these PEG Grant payments and transfers funds from Free Cash into it. This Article will transfer \$16,000 from Free Cash to the Equipment Grant Fund.*

Article 10: Assessors Quinquennial Certification Requested Amount: \$34,900

From the Summary in the Warrant: *Assessors in every city and town are responsible for developing a Revaluation program to completely analyze and revalue all property within its borders every year. Revaluation annually is required under Massachusetts law and is regulated by the Massachusetts Department of Revenue's Bureau of Local Assessment (BLA). The rationale for revaluation is to always maintain property at fair market or fair cash value to ensure equity for all classes of property. Every fifth year the Massachusetts Department of Revenue requires a full certification with BLA oversight. The Assessors are seeking \$34,900 to cover the cost for appraisal services of Real Property to be conducted by Vision Government Solutions. This funding, since it is a one-time expense, will come from the Excess and Deficiency Fund (Free Cash).*

Article 11: Debt Service for Middle School Track Requested Amount: \$33,000

From the Summary in the Warrant: *The loan to cover the \$1,405,374 cost of the Middle School Track is being paid back in annual payments from Community Preservation Act Funds. This Article appropriates an additional payment in FY 2026, which will be paid by the Community Preservation Committee from the Community Preservation Fund Unallocated Reserve. All of the \$33,000 payment will be applied towards the principal.*

Article 12: Repair Fitch's Bridge Headwall Requested Amount: \$60,000

From the Summary in the Warrant: *The head wall that supports the bridge abutment for Fitch's Bridge is collapsing and needs to be repaired. The Department of Public Works will oversee the repairs of this head wall in compliance with Massachusetts State Law with regards to procurement. This Article will authorize the funding for this repair. The Department of Public Works is estimating that this repair will cost approximately \$60,000. This funding, since it is a one-time expense, will come from the Excess and Deficiency Fund (Free Cash).*

Article 13: Maintain Former Nod Road Landfill Requested Amount: \$100,000

From the Summary in the Warrant: *Recently the Department of Environmental Protection (DEP) inspected the former Nod Road Landfill and has required the Town to begin mowing the Landfill. DEP is requesting that the Town conduct a third party inspection to ensure the Landfill was "capped" properly. The DPW Director has requested funds be put aside for maintenance, mowing, inspections and monitoring well installation, along with engineering and survey work. The purpose of this Article is to provide the necessary funding. The Department of Public Works is estimating that this work will cost approximately \$100,000. This funding, since it is a one-time expense, will come from the Excess and Deficiency Fund (Free Cash).*

Article 14: Repair Fire Alarm Requested Amount: \$60,000

From the Summary in the Warrant: *During a recent inspection, it was determined that the current Fire Alarm System at the Function Hall and Restaurant at the Groton Country Club needs to be replaced to provide proper fire protection at these facilities. The purpose of this Article is to provide the necessary funding for this purpose. It is estimated that these repairs will cost \$60,000. This funding, since it is a one-time expense, will come from the Excess and Deficiency Fund (Free Cash).*

Article 15: Engineering for Complete Streets Requested Amount: \$30,000

From the Summary in the Warrant: *The Complete Streets Committee has successfully received over \$750,000 in grant funding from the Commonwealth of Massachusetts under their Complete Streets Program. Some of the projects covered by the funding have been sidewalks on West Main Street and Lowell Road, along with Pedestrian Crossing Devices along Main Street. The Committee is in the process of preparing another Grant Application this Fall. One of the requirements for this program is that the Town has to cover engineering costs for any approved project. The Committee is seeking \$30,000 for this purpose. This funding, since it is a one-time expense, will come from the Excess and Deficiency Fund (Free Cash).*

Article 17: Cow Pond Brook Fields Project Requested Amount: \$115,000

From the Summary in the Warrant: *The 2025 Spring Town Meeting appropriated \$100,000 for the continued design development of improvements to the Cow Pond Brook Fields. A Working Group formed by the Town Manager, with the support of the Park Commission, has been working towards this goal. As part of the work, the Town applied for a Fiscal Year 2025 Federal Land and Water Conservation Fund Grant. While a final decision on the Grant has not been made, the Town needs to be prepared to go out to bid and have the project ready to go by the Spring/Summer of 2026. To complete the drawings to go out to bid, an additional \$115,000 is needed to pay the consultant hired by the Town to assist them with this project. Funding will come from the Community Preservation Fund Unallocated Reserve.*

Article 18: SCBA Equipment for the Fire Department Requested Amount: \$500,000

From the Summary in the Warrant: *Self-contained breathing apparatus (SCBA) is a critical component of the safety gear utilized by Fire Department personnel. The ability to breathe clean air and operate in hazardous atmospheres where smoke, heat, and toxic gases are present may make the difference between life or death during emergency incidents. The Groton Fire Department requires SCBA's to be worn by personnel on structure fires, vehicle fires, hazardous materials incidents, and other incidents deemed necessary by company officers. The Town had hoped that this purchase would be covered by a Federal Grant, but the Grant Funding has not been received. The existing SCBA equipment has reached the end of its useful life and needs to be replaced immediately. The cost of this replacement is approximately \$500,000. The Town Manager is recommending that these funds be borrowed and paid off over five (5) years.*

If all Articles are approved as presented to the 2025 Fall Town Meeting, each account will have the following balances:

Account	Beginning Balance	Requested Amount	Final Balance
Levy Capacity	\$ 89,142	\$ 77,872	\$ 11,270
Local Cable Receipts	\$ 86,010	\$ 11,617	\$ 74,393
Anticipated Free Cash	\$ 2,641,998	\$ 1,575,486	\$ 1,066,512
Stabilization Fund	\$ 2,728,838	\$ -	\$ 2,728,838
Capital Stabilization Fund	\$ 109,199	\$ 900,000	\$ 1,009,199
Water Enterprise Excess and Deficiency	\$ 457,406	\$ 70,000	\$ 387,406
Four Corner Sewer Excess and Deficiency	\$ 434,092	\$ 32,000	\$ 402,092
GDRSD Capital Stabilization Fund	\$ 22,868	\$ 250,000	\$ 272,868
Stormwater Excess and Deficiency	\$ 149,245	\$ 50,000	\$ 99,245

As stated above, should the Town Meeting agree with these appropriations, \$1,575,486 will come from the Town’s Free Cash Account, leaving a Free Cash balance of \$1,066,512. In the Spring of 2026, it is expected that \$300,000 in Free Cash will be required to cover Debt Service, OPEB Trust Fund and Department Head Performance Incentives, leaving a balance of \$766,512 in Free Cash. Based on final anticipated new Growth for FY 2026 and the Final Cherry Sheet Estimates received from the State, the Budget approved at Town Meeting is currently \$89,142 under the anticipated FY 2026 Levy Limit. For the line items that are reoccurring and will be funded through taxation, it is requested that \$77,872 come from this amount, which will leave the Town \$11,270 under the anticipated Levy Limit for Fiscal Year 2026. The following chart is a breakdown of the anticipated rate:

	Actual FY 2025	Proposed FY 2026	Dollar Change	Percent Change
Levy Capacity Used	\$ 38,052,807	\$ 39,557,852	\$ 1,505,045	3.96%
Tax Rate on Levy Capacity Used	\$ 13.55	\$ 13.09	\$ (0.46)	-3.39%
Average Tax Bill	\$ 9,592	\$ 9,965	\$ 374	3.89%
Excluded Debt	\$ 4,776,976	\$ 5,115,092	\$ 338,116	7.08%
Tax Rate on Excluded Debt	\$ 1.70	\$ 1.69	\$ (0.01)	-0.59%
Average Tax Bill	\$ 1,203	\$ 1,287	\$ 83	6.91%
Final Levy Used	\$ 42,829,783	\$ 44,672,944	\$ 1,843,161	4.30%
Final Tax Rate	\$ 15.25	\$ 14.78	\$ (0.47)	-3.08%
Average Tax Bill	\$ 10,795	\$ 11,252	\$ 457	4.23%

Respectfully submitted,

Mark W. Haddad

Mark W. Haddad
Town Manager

APPENDIX A

PROPOSED GROTON CHARTER

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CHARTER (2025~~2~~)

[HISTORY: Enacted by the General Court as Ch. 121 of the Acts of 2019.¹ Amendments noted where applicable.] [2022 Amendments enacted by the General Court as Chapter 41 of the Acts of 2022.]

ARTICLE 1: INCORPORATION, EXISTENCE AND AUTHORITY

Section 1.1: Incorporation

The inhabitants of the town of Groton, within the corporate limits established by law, shall continue to be a body corporate and politic with perpetual succession under the name "town of Groton."

Section 1.2: Short Title

This instrument shall be known and cited as the Groton charter.

Section 1.3: Powers of the Town

It is the intent and purpose of the voters of the town, through the adoption of this charter, to secure for the town all of the powers possible under the constitution and laws of the commonwealth as fully and as completely as though each power were specifically and individually enumerated in this charter.

Section 1.4: Division of Powers

The administration of all the fiscal, prudential and municipal affairs of the town shall be vested in an executive branch headed by a select board and a town manager. The legislative powers shall be exercised by an open town meeting.

Section 1.5: Interpretation of Powers

The powers reserved or granted to the town under this charter shall be construed liberally and interpreted broadly in the town’s favor and the specific mention of any particular power shall not limit the general powers of the town under section 1.3.

Section 1.6: Intergovernmental Relations

The town may enter into agreements with any other unit of government to perform jointly or in cooperation, by contract or otherwise, any of the town's powers or functions.

Section 1.7: Precedence of Charter Provisions

All General Laws, special laws, by-laws, votes, rules and regulations of or pertaining to the town that are in force when the charter takes effect and that are not specifically or by implication repealed directly or indirectly hereby shall continue in full force and effect until amended or repealed or until they expire by their own terms.

Section 1.8: Ethical Standards and Conduct

Elected officers, appointed officials, employees and volunteers of the town shall demonstrate by their example, with their general conduct and in the performance of their duties and responsibilities the highest ethical standards so that the public may justifiably have trust and confidence in the integrity of the town's government. Such individuals shall recognize that they act always as agents for the public, that they hold their office or position for the benefit of the public, that the public interest is their primary concern and that they faithfully discharge the duties of their office regardless of personal considerations. Such an individual shall not use the individual's official position to secure or grant special consideration, treatment, advantage, privilege or exemption to themselves or to any other person beyond that which is available to every other person.

Section 1.9: Definitions

As used in this charter, the following words shall, unless the context clearly requires otherwise, have the following meanings:-

"Appointed official", an individual serving in appointed office who exercises the powers or duties of that office with authority derived from the General Laws, this charter, vote of town meeting or the town's by-laws.

"Charter", this charter and any amendments to it that may hereafter be adopted.

"Days", business days, not including Saturdays, Sundays and legal holidays; provided, however, that when the time set is not less than 7 days, every day shall be included.

"Department head", an individual having administrative authority over a town department. "Elected officer", an individual serving in elected office who, in the exercise of the powers or duties of that office, exercises some portion of the sovereign power of the town.

"Emergency", a sudden, unexpected and unforeseen happening, occurrence, event or condition that necessitates immediate action.

"Local newspaper", a newspaper of general circulation in the town.

"Majority vote", a majority of those present and voting; provided, that a quorum is present when the vote is taken.

"Multiple-member body", a town body consisting of not less than 2 persons, whether called a board, commission, committee, subcommittee or otherwise and however elected, appointed or otherwise constituted.

["Publish", posting a document on the Town website and in a prominent and accessible location, with hard copies made available upon request.](#)

"Quorum", except for a town meeting and unless otherwise required by law or this charter, a majority of the members of a multiple member body then in office, not including any vacancies that may then exist.

"Town", the town of Groton.

"Town agency", a board, commission, committee, department or office of the town government.

"Town bulletin board", a bulletin board in the town hall on which official notices are posted and boards at other town buildings or facilities that may be designated by the town clerk as town bulletin boards.

"Town meeting", the open town meeting established in article 2, whether annual or special.

"Voters", registered voters of the town.

"Warrant", a document required to warn and notify residents and inhabitants of the town, who are qualified to vote in town affairs, to meet at a specific place to act on published articles relating to the governance of the town.

ARTICLE 2: LEGISLATIVE BRANCH

Section 2.1: Town Meeting

The legislative powers of the town shall be exercised by a town meeting open to all voters. The annual town meeting shall meet in regular session twice in each calendar year. The first meeting, which shall be the spring town meeting, shall be held in March, April or May on a date fixed by by-law and shall be primarily concerned with the determination of matters involving the expenditure of town funds including, but not limited to, the adoption of an annual operating budget for all town agencies, electing officers and determining all other matters to be decided by ballot of the voters. The second meeting, which shall be the fall town meeting, shall be held in the last 4 months of the calendar year on a date fixed by by-law; provided, however, that the fall town meeting shall not include the election of officers.

Section 2.2: Presiding Officer

2.2.1 The moderator elected pursuant to section 3.4 shall preside at all sessions of the annual and special town meetings. The moderator at all town meetings shall regulate the proceedings, decide all questions of order and make public declaration of all votes and may exercise such additional powers and duties as may be authorized by law, this charter, by-law or other vote of the town meeting.

2.2.2 The moderator shall appoint a deputy moderator at the spring town meeting, subject to ratification of the town meeting, to serve at any session of an annual or special town meeting in the event of the moderator's absence or disability. The deputy moderator may also temporarily serve when the moderator has a conflict of interest or when the appearance of a conflict of interest arises, as determined by the moderator, with regard to a particular article or matter under consideration.

2.2.3 In the absence of the moderator and the deputy moderator at any session of a town meeting, the town clerk shall open the meeting and preside over the election of an acting moderator; provided, however, that if the moderator, the deputy moderator and the town clerk are absent, the presiding officer shall be determined as provided for by law.

Section 2.3: The Town Report

The select board shall publish an annual town report and make it available not less than 14 days before the spring town meeting; provided, however, that failure to comply with this section shall not prevent the town meeting from proceeding.

Section 2.4: Special Town Meetings

A special town meeting shall be held at the call of a majority of the full select board in order to transact the legislative business of the town in an orderly manner. A special town meeting shall also be held on the petition of not less than 200 voters or 20 per cent of the total number of voters, whichever is less.

Section 2.5: Warrants

Every town meeting shall be called by a warrant issued by the select board that shall state the time and place at which the meeting is to convene and, by separate articles, shall identify the subject matters to be acted upon. The publication of the warrant for every town meeting shall be in accordance with the General Laws and by-laws governing such matters.

Section 2.6: Initiation of Warrant Articles

2.6.1 Initiation - Subject to section 2.6.3, the select board shall receive petitions addressed to it that request the submission of any matter to the town meeting and that are filed by: (i) a department head; (ii) a multiple-member body acting by a majority of its members then in office; (iii) any 10 voters for a session of the annual town meeting; or (iv) any 100 voters for a special town meeting.

2.6.2 Inclusion on the Warrant - Spring and Fall Session of the Town Meeting - When a spring or fall session of the town meeting is to be called, notice shall be given by posting attested copies of the warrant in not less than 2 public places in the town and by publishing notice of the meeting in a local newspaper not less than 14 days before the day appointed for the meeting. The select board shall include in the warrant the subject matter of all petitions received by the board not less than 60 days before the date fixed by by-law for the session of the spring or fall session of the town meeting to convene. Unless specified otherwise in this charter, the content, scheduling and notice requirements for a spring or fall session of the town meeting shall be the same as provided for an annual town meeting pursuant to section 10 of chapter 39 of the General Laws.

2.6.3 Inclusion on the Warrant - Special Town Meeting - If a special town meeting is to be called, notice shall be given by posting attested copies of the warrant in not less than 2 public places in the town and by publishing notice of the meeting in a local newspaper not less than 14 days before the day appointed for the meeting. The select board shall include in the warrant the subject matter of all petitions received by the board not less than 20 days before the day appointed for the meeting. Unless specified otherwise in this charter, the content, scheduling and notice requirements for a special town meeting shall be the same as provided for a special town meeting pursuant to section 10 of chapter 39 of the General Laws.

Section 2.7: Availability of Town Officials at Town Meetings; Conflicting Meetings

2.7.1 Every chairperson of each multiple-member body and every department head shall attend all sessions of town meetings. If a chairperson of a multiple-member body or department head shall be absent from a town meeting due to illness or other reasonable cause, that person shall designate a deputy to attend the meeting and represent the multiple-member body or department. If a person designated to attend a town meeting under this section is not a voter, the person may, notwithstanding the person's voter status, address the meeting to fulfill the objectives of this section.

2.7.2 A meeting of a multiple-member body or town agency shall not be convened or be in session during a session of any town meeting except as part of the town meeting.

Section 2.8: Clerk of the Meeting

The town clerk shall serve as clerk of the town meeting, give public notice of all adjourned sessions of the town meeting, record its proceedings and perform such additional duties in connection therewith as may be provided by law, this charter, by-law or town meeting vote.

Section 2.9: Rules of Procedure

The town meeting may, by by-law, establish, amend, revise or repeal rules to govern the conduct of all town meetings.

Section 2.10: General Powers and Duties

The town meeting shall provide for the exercise of all of the powers of the town and for the performance of all duties and obligations imposed upon the town that are not otherwise provided for by law, this charter or by-law.

Section 2.11: Report to the Voters

There shall be published for every town meeting a copy of the warrant, together with its articles, and a report to the voters that shall contain the explanation and relevant data submitted by the proponents of each article; provided, however, that the town manager may direct that voluminous supporting material necessary for consideration of particular articles be made reasonably available for inspection at public locations before the town meeting in lieu of inclusion in the written report to the voters. The written report for each town meeting shall include: (i) the written report of the planning board setting forth its findings and recommendations as to all zoning articles; (ii) the written report of the finance committee, which shall set forth its findings, conclusions and recommendations and its reasons therefor regarding all of the monetary articles in the warrant; and (iii) with respect to each warrant article, in addition to the reports of the planning board and the finance committee, the written report of a proponent or sponsor of a warrant article and of a multiple-member body or town agency that is required to review, recommend or sponsor the warrant article by law, appointment or otherwise.

The report for the town meeting shall also include, as an appendix, the capital improvement plan defined in section 6.6 setting forth the proposed capital outlay program for the ensuing fiscal year for the information and guidance of town meeting. The select board shall have the opportunity to include in the report its conclusions and recommendations, including its reasons therefore, regarding articles in the warrant that relate to its general superintendence over the administration of town affairs.

~~There shall be published for every town meeting a copy of the warrant, together with its articles, and a report to the voters that shall contain the explanation and relevant data submitted by the proponents of each article; provided, however, that the town manager may direct that voluminous supporting material necessary for consideration of particular articles be made reasonably available for inspection at public locations before the town meeting in lieu of inclusion in the written report to the voters. The written report for each spring town meeting shall include: (i) the written report of the planning board setting forth its findings and recommendations as to all zoning articles; (ii) the written report of the finance committee, which shall set forth its findings, conclusions and recommendations and its reasons therefor regarding all of the monetary articles in the warrant; and (iii) with respect to each warrant article, in addition to the reports of the planning board and the finance committee, the written report of a proponent or sponsor of a warrant article and of a multiple-member body or town agency that is required to review, recommend or sponsor the warrant article by law, appointment or otherwise.~~

~~The report for the spring town meeting shall also include, as an appendix, the capital improvement plan defined in section 6.6 setting forth a five-year capital outlay program for the information and guidance of town meeting. The select board shall have the opportunity to include in the report its conclusions and recommendations, including its reasons therefor, regarding articles in the warrant that relate to its general superintendence over the administration of town affairs.~~

The report shall be made available to residents of the town by a method determined by the select board not later than 7 days before the date on which the opening session of the spring town

meeting is to be held; provided, however, that the failure to make the report available shall not prohibit a town meeting from acting upon any matters set forth in the warrant and shall not affect the validity of the proceedings at a town meeting.

ARTICLE 3: ELECTED OFFICERS

Section 3.1: General

3.1.1 Elective Town Offices - The town offices that the voters shall fill by ballot shall be: (i) the town moderator; (ii) the members of the select board; (iii) the town's component of the Groton-Dunstable Regional School Committee; (iv) the commissioners of trust funds; (v) the elected members of the Groton Housing Authority; (vi) the members of the planning board, public library board of trustees, Groton electric light commission, Groton water commission, Groton sewer commission, park commission, board of health and board of assessors; and (vii) other officers or representatives to regional authorities or districts as may be established by law or by interlocal agreement that shall also be filled by ballot at a town election.

3.1.2 Town Election - The annual election by ballot of elective town officers and voting on any questions required by law to be placed upon the official ballot shall be held on a date fixed by by-law.

3.1.3 Eligibility - A voter shall be eligible to hold an elective town office unless prohibited by law; provided, however, that a select board member shall not simultaneously hold another elected position.

3.1.4 Compensation - Elected officers shall receive the compensation for their services that may be appropriated at the spring town meeting for such purpose.

3.1.5 Availability - Notwithstanding a town officer's election by the voters, a town officer under this section shall be subject to the call of the select board or the town manager at all reasonable times for consultation, conference and discussion on any matter related to the officer's respective office. Similarly, multiple-member bodies or other appointees shall be subject to the call of the select board or the town manager at all reasonable times for discussion on any matter related to their respective offices.

3.1.6 Filling of Vacancies

3.1.6.1 Moderator - If there is a failure to elect a town moderator or if a vacancy occurs in the office of town moderator, the select board shall appoint a suitable person to serve until the next town election.

3.1.6.2 Elected Multiple-Member Body - If there is a failure to elect a member of a multiple-member body or if a vacancy occurs in the membership of an elected multiple-member body, the remaining members of the multiple-member body shall give notice of the vacancy to the select board and to the public. The select board and the remaining members of the multiple-member body shall, at least 1 week after notice of the date on which the vote is to be taken, fill the vacancy until the next town election by a joint vote. The affirmative votes of the majority of the persons entitled to vote on the vacancy shall be necessary for the election.

3.1.6.3 Select Board - If there is a failure to elect a select board member or if a vacancy occurs in the membership of the select board, the remaining select board members may call a special election to fill the vacancy or shall call the special election upon the written request of not less than 200 voters.

3.1.7 Recall Provision for Elected Officers

3.1.7.1 Application - An elected officer may be recalled if the recall election occurs more than 6 months before the end of the officer's elective term.

3.1.7.2 Recall Petition - Two per cent of the voters may file with the town clerk an affidavit containing the name of the officer sought to be recalled and a statement of the grounds for the recall. Upon receiving the affidavit, the town clerk shall deliver to the voters making the affidavit copies of petition blanks demanding the recall. The petition blanks shall contain the following heading: "Initiating a recall is a serious process and should not be undertaken lightly." The blanks shall be issued by the town clerk with an official signature and official seal. The blanks shall be dated, addressed to the select board, contain the names of the first 10 signers of the affidavit, the name of the person whose recall is sought and the grounds for recall as stated in the affidavit and demand the election of a successor to the office. A copy of the affidavit and recall petition shall be entered in a record book to be kept in the office of the town clerk. The recall petitions shall be returned and filed with the town clerk not more than 45 days after the date of the filing of the affidavit and shall be signed by not less than 20 per cent of the voters as of the date the affidavit was filed with the town clerk.

The town clerk shall, within 1 business day of receipt of the petitions, submit the petitions to the registrars of voters in the town. The registrars shall, within 5 business days of the submission of the petitions, certify thereon the number of signatures that are names of voters.

3.1.7.3 Recall Election - If the petitions are certified by the registrars of voters to be sufficient, the town clerk shall submit the petitions with the certificate to the select board. Upon receipt of the certificate, the select board shall immediately give written notice of the petition and certificate by certified mail to the officer whose recall is sought. If the officer does not resign the office within 5 days after delivery of the notice, the select board shall immediately order an election to be held on a date fixed by them not less than 64 days nor more than 90 days after the date that the election is called; provided, however, that if another town election is to occur no more than 100 days after the date the election is called, the select board shall postpone the holding of the recall election to the date of the other election. If the officer resigns after a recall election has been ordered, the election shall nevertheless proceed as provided in this section.

3.1.7.4 Nomination of Candidates - An officer whose recall is sought may be a candidate to succeed to the office if the vote on the recall is in the affirmative. The nomination of other candidates, the publication of the warrant for the recall election and the conduct of the recall election shall be in accordance with the laws relating to elections unless otherwise provided in this section.

3.1.7.5 Office Holder - The incumbent shall continue to perform the duties of the office during the recall procedure. If the incumbent is not removed, the incumbent shall continue in the office for

the remainder of the unexpired term, subject to recall as before. If recalled at the recall election, the incumbent shall be removed.

3.1.7.6 Ballot Proposition - Ballots used in a recall election shall contain the following propositions in the order indicated:

Shall the town of Groton recall (name of officer) Yes No

Below the propositions shall appear the word “Candidates”, the directions to the voters required by section 42 of chapter 54 of the General Laws and, below the directions, the names of candidates nominated in accordance with the laws relating to elections. If a majority of the votes cast on the question of recall is in the affirmative, the candidate receiving the highest number of votes shall be declared elected. If a majority of the votes on the recall question is in the negative, the ballots for the candidates shall not be counted.

3.1.7.7 Repeat of Recall Election - A recall shall not be filed against an officer subjected to a recall election and not recalled thereby until not less than 6 months after the election at which the recall was submitted to the voters.

3.1.7.8 Office Holder Recalled - A person who has been recalled from an office or who has resigned from an office while recall proceedings were pending against the person shall not be appointed to a town office within 2 years after the date of the recall vote or resignation.

Section 3.2: Select Board

3.2.1 Composition, Term of Office - There shall be a select board consisting of 5 members elected for terms of 3 years each, arranged so that the terms of office of as nearly an equal number of members as possible shall expire each year. A select board member shall not hold another position of the town that is compensated and eligible for medical benefits during the member’s term of office.

3.2.2 Powers and Duties - The executive powers of the town shall be vested in the select board, which shall be the chief executive office of the town. The select board shall possess all of the executive powers that a select board may possess and exercise, except those powers and duties assigned by this charter, by-law or town meeting vote to the town manager. The select board shall:

- (i) serve as the principal goal-setting and policy-making town agency for matters within its statutory authority and for those matters for which the town meeting has directed the board to act;
- (ii) be responsible for the formulation and promulgation of policy to be followed by all town agencies serving under it;
- (iii) in conjunction with other elected officers and multiple-member bodies, develop and promulgate policy guidelines designed to bring all town agencies into harmony;
- (iv) award and execute all contracts for services and supplies for all departments and agencies of the town, other than the Groton-Dunstable Regional School Committee; provided, however,

that the select board, at its sole discretion, may delegate this authority to any department head or agency by a vote of the board at a posted meeting; and

(v) One Member of the Select Board and the Town Manager shall sign all payroll and expense warrants.

~~sign all payroll and expense warrants; provided, however, that the select board, at its sole discretion, may delegate this authority for a period of not more than 30 days to a select board member and the town manager or a select board member and the acting town manager by a vote of the board at a posted meeting.~~

3.2.3 Licensing Authority - The select board shall be the licensing board of the town and may issue licenses, make reasonable rules and regulations regarding the issuance of licenses and attach to a license the conditions and restrictions that it deems to be in the public interest; provided, however, that such rules, regulations, conditions and restrictions shall not be incompatible with applicable law. The select board shall enforce the laws relating to all businesses for which it issues licenses. The select board may delegate its licensing authority unless specifically prohibited by law.

3.2.4 Appointing Authority - The select board shall appoint the town manager, town counsel, a zoning board of appeals, board of registrars, conservation commission, council on aging, housing partnership, local cultural council and other committees as required by law, by-law or town meeting vote.

~~The select board shall appoint the town manager, town counsel, a zoning board of appeals and a board of registrars. The select board shall appoint a police chief, fire chief and town clerk consistent with clause (v) of section 4.2; provided, however, that the police chief shall serve under section 97A of chapter 41 of the General Laws and the fire chief shall serve under section 42 of chapter 48 of the General Laws. The select board shall appoint a conservation commission, council on aging, housing partnership, local cultural council and other committees as required by law, by-law or town meeting vote. **[Amended by Chapter 41 of the Acts of 2022]**~~

3.2.5 Investigations - The select board may investigate the affairs of the town and the conduct of any town agency, including any doubtful claims against the town. Copies of the full text of the report on the results of any such investigation shall be placed on file in the office of the select board, the office of the town clerk and the public library and a report summarizing the results of the investigation shall be printed in the next annual town report.

3.2.6 Day to Day Business - Except in the case of an emergency, this section shall not authorize a select board member or a majority of its members to become involved in the day-to-day administration of a town board, department or agency.

Section 3.3: Regional School Committee

3.3.1 Composition, Term of Office - The Groton-Dunstable Regional School District provides public education, pre- kindergarten to high school, inclusive, and related services to the towns of Groton and Dunstable under the terms of a regional agreement between the towns. Pursuant to the regional agreement, there is a Groton- Dunstable Regional School Committee consisting of 7 members elected for 3- year terms, the terms being arranged so that the terms of office of as nearly an equal number of members as possible shall expire each year. The number of members elected by each town is governed by the terms of the regional agreement, as it may be amended.

3.3.2 **Powers and Duties** - The Groton-Dunstable Regional School Committee shall have all of the powers and duties that are given to regional school committees under the constitution, laws and regulations of the commonwealth and such additional powers and duties as may be authorized by the regional agreement, by-law or other vote of the town meetings of both the towns of Groton and Dunstable.

Section 3.4: Town Moderator

3.4.1 **Term of Office** - There shall be a moderator elected for a 3-year term.

3.4.2 **Powers and Duties** - The moderator shall be the presiding officer of the town meeting, pursuant to section 2.2, and regulate its proceeding and perform other duties as may be provided by law, this charter, by-law or town meeting vote.

3.4.3 **Appointments** - The moderator shall make appointments provided for by law, this charter or by-law.

3.4.4 **Deputy Moderator** - At the opening of the spring town meeting, the moderator shall appoint a voter to serve as deputy moderator pursuant to section 2.2.

Section 3.5: Groton Housing Authority

3.5.1 **Composition, Term of Office** - There shall be a Groton Housing Authority that shall have the membership and terms of office prescribed in the General Laws.

3.5.2 **Powers and Duties** - The Groton Housing Authority shall conduct studies of the housing needs of the community and shall provide programs to make available housing for low- income families and elderly persons. The Groton Housing Authority shall have such other powers and duties as are assigned to housing authorities by law.

Section 3.6: Planning Board

3.6.1 **Composition, Term of Office** - There shall be a planning board that shall consist of 7 members, each elected for a 3-year term. The terms shall be arranged so that the terms of as nearly an equal number of members as possible shall expire each year.

3.6.2 **Powers and Duties** - The planning board shall have the powers and duties given to planning boards under the constitution and laws of the commonwealth and such additional powers and duties as may be authorized by this charter, by-law or town meeting vote.

Section 3.7: Groton Electric Light Commission

3.7.1 **Composition, Term of Office** - There shall be a Groton electric light commission that shall consist of 3 members, each serving for a 3-year term. The terms shall be arranged that the term of 1 member shall expire each year.

3.7.2 Powers and Duties - The Groton electric light commission shall set the policy direction of the Groton electric light department, which provides electric power to the town, consistent with chapter 164 of the General Laws; provided, however, that if a provision of this charter shall conflict with said chapter 164, said chapter 164 shall govern.

Section 3.8: Library Board of Trustees

3.8.1 Composition, Term of Office - There shall be a board of trustees of the public library that shall consist of 6 members, each serving for a 3-year term. The terms shall be arranged so that the terms of 2 members shall expire each year.

3.8.2 Powers and Duties - The trustees of the public library shall establish written policies governing library activities and services, engage in ongoing planning that assesses the needs and the role of the library in the community, ensure that the library meets the community's needs, work on preparation of the annual library budget and its adoption by the town, monitor and oversee maintenance of the buildings and grounds and regularly review facility needs, hire and evaluate the library director and work with the human resources director on job classifications for all staff, promote the library and act as library advocates in the community, study and support legislation that will benefit the library and the larger community and have such other powers and duties as provided for by law, this charter and by-law.

3.8.3 Appointments - The trustees of the public library shall appoint the library director and such other appointments as provided for by law, this charter or by-law.

Section 3.9: Board of Assessors

[Section 3.9 renumbered from Section 3.10 by Chapter 41 of the Acts of 2022]

3.9.1 Composition, Term of Office and Eligibility for Office - There shall be a board of assessors that shall consist of 3 members elected for 3-year terms. An employee in the assessors' office shall not simultaneously hold an elected position as a member of the board of assessors.

3.9.2 Powers and Duties - The board of assessors shall have the powers and duties given to boards of assessors under the constitution and laws of the commonwealth and directives of the commissioner of revenue and such additional powers and duties as may be authorized by this charter, by-law or town meeting vote that are not in conflict with laws of the commonwealth and regulations and directives of the department of revenue except as otherwise provided in this charter.

Section 3.10: Other Elected Officers

[Section 3.10 renumbered from Section 3.11 by Chapter 41 of the Acts of 2022]

3.10.1 Powers and Duties - All other elected officers shall have the powers and duties that have been conferred upon their offices by law, this charter, by-law or town meeting vote.

ARTICLE 4: TOWN MANAGER

Section 4.1: Appointment, Qualifications and Review Procedure

4.1.1 The select board shall, by an affirmative vote of the majority of the full board, appoint or reappoint a town manager for a term of not more than 3 years and fix the compensation of the town manager within the amount annually appropriated for that purpose. If a vacancy shall occur in the office of town manager, the select board shall appoint a town manager screening committee to identify qualified candidates for the position. The office of the town manager shall not be subject to the town's salary administration plan. The town manager shall be appointed solely on the basis of the town manager's executive and administrative qualifications. The town manager shall be a professionally qualified person of proven ability, especially fitted by education, training and previous experience to perform the duties of the office. The town manager shall not have served in an elective office in the town government for at least 1 year before being appointed. The town may establish additional qualifications for the town manager by by-law as necessary or appropriate.

4.1.2 The position of town manager shall be a full-time position. The town manager shall devote the town manager's best efforts to the office and shall not hold another public office, elective or appointive, or engage in any business or occupation during the town manager's term unless the action is fully disclosed and approved by the select board in advance and in writing.

4.1.3 The select board shall provide for an annual review of the job performance of the town manager that shall, at least in summary form, be a public record in accordance with the personnel by-laws or accepted evaluation process.

Section 4.2: Powers and Duties

The town manager shall be the chief administrator of the town and shall be responsible to the select board for the proper administration of all town affairs placed in the town manager's charge by this charter. The powers and duties of the town manager shall include, but not be limited to:

(i) ~~(f) ——— managing, supervising, and being responsible for the efficient and coordinated administration of all town functions as may be authorized by this Charter, by-law, town meeting vote or the select board, including all appointed officials, employees, department heads and their respective departments~~ ~~managing, supervising and being responsible for the efficient and coordinated administration of all town functions under the town manager's control as may be authorized by this charter, by-law, town meeting vote or the select board, including all department heads and their respective departments;~~

(ii) ~~_____ unless otherwise required by law, this charter or by-law, managing and coordinating the administrative activities of all town agencies; provided, however, that elected officers or their representatives shall be required to meet with the town manager at reasonable times to effect coordination and cooperation among all town agencies;~~

(iii) ~~_____ appointing and removing a police chief, fire chief and town clerk pursuant to the policy established by the select board; provided, however, that the police chief shall serve under section 97A of chapter 41 of the General Laws and the fire chief shall serve under section 42 of chapter 48 of the General Laws; provided, however, that an appointment made by the town manager shall be~~

confirmed by the select board not more than 15 days after the date on which the town manager files notice of the action with the select board; and provided further, that failure by the select board to confirm an appointment in that 15-day period shall constitute rejection of the appointment.

(iv) appointing and removing department heads, officers and subordinates and employees and other appointed members of town government for whom no other method of appointment or removal is provided in this charter or by-law; provided, however, that an appointment made by the town manager shall be confirmed by the select board not more than 15 days after the date on which the town manager files notice of the action with the select board; and provided further, that failure by the select board to confirm an appointment in that 15-day period shall constitute rejection of the appointment;

~~appointing and removing department heads, other employees and paid members of town government for whom another method of appointment or removal is not provided in this charter or by by-law; provided, however, that an appointment made by the town manager shall be confirmed by the select board not more than 15 days after the date on which the town manager files notice of the action with the select board; and provided further, that failure by the select board to confirm an appointment in that 15-day period shall constitute rejection of the appointment;~~

~~(iv) nominating for appointment or removal volunteer members of town government for whom another method of appointment or removal is not provided for in this charter or by by-law; provided, however, that a nomination for appointment or removal made by the town manager shall be confirmed by the select board not more than 15 days after the date on which the town manager files notice of the action with the select board; and provided further, that failure by the select board to confirm a nomination in not more than 15 days shall constitute rejection of the nomination;~~

~~(v) if a vacancy occurs in the office of police chief, fire chief or town clerk, selecting and presenting not less than 2 qualified candidates to the select board for appointment by the board to the office pursuant to section 3.2.4; **[Amended by Chapter 41 of the Acts of 2022]**~~

~~(vii) acting as a negotiator for all collective bargaining agreements to which the select board is a party, subject to ratification by the select board;~~

(vii) conducting or reviewing annual performance evaluations of all employees subject to the town manager's or the select board's appointment and consulting with elected and appointed boards to contribute to the preparation of the evaluations of department heads associated with the boards;

(viii) fixing the compensation of all employees appointed by the town manager within the limits established by the overall approved budget, the personnel by-laws, the town's wage and classification schedule and collective bargaining or other agreements;

(viii) attending all regular and special meetings of the select board unless excused at the town manager's request and having a voice, but not a vote, in all discussions;

(ix) attending all sessions of the town meeting and answering all questions directed to the town manager that are related to the office of the town manager or concerning which the town manager possesses the relevant information;

(xi) assuring that all laws, this charter, by-laws, town meeting votes and directives of the select board that require enforcement by the town manager or employees subject to the town manager's direction and supervision are faithfully carried out;

(xii) preparing and submitting annual operating budgets and capital improvement programs pursuant to article 6;

(xiii) coordinating the preparation of the town's annual report;

(xiv) overseeing the preservation, management and administration of all town records so as to facilitate access to them; and

(xv) performing such duties as necessary or as may be assigned by this charter, by-law, town meeting vote or the select board.

Section 4.3: Removal and Suspension

4.3.1 The select board may, by the affirmative vote of 4 of its members, terminate and remove or suspend the town manager from office in accordance with the procedure under this section.

4.3.1.1 The select board shall adopt a preliminary resolution of removal which shall state the reason for removal, by the affirmative vote of 4 members. The preliminary resolution may provide for the suspension of the town manager for not more than 45 days. A copy of the preliminary resolution shall be delivered to the town manager not more than 48 hours after its adoption.

4.3.1.2 Not more than 7 days after receipt of the preliminary resolution, the town manager may request a public hearing by filing a written request for it with the select board. The hearing shall be held at a meeting of the select board not more than 20 days, but not less than 3 days, after the request has been filed. The town manager may file a written statement with the select board responding to the reason stated in the preliminary resolution of removal; provided, however, that the statement shall be received at the office of the select board more than 48 hours before the public hearing.

4.3.1.3 If the town manager has not requested a hearing pursuant to paragraph 4.3.1.2, the select board may, by the affirmative vote of 4 of its members, adopt a final resolution of removal not less than 10 days, but not more than 21 days, after the date of delivery of a copy of the preliminary resolution to the town manager. If the town manager has requested a public hearing pursuant to paragraph 4.3.1.2, the select board may, by the affirmative vote of 4 of its members, adopt a final resolution of removal not more than 21 days after the close of the hearing unless the parties agree to a longer period. Failure to adopt a final resolution of removal within the time allowed in this section shall nullify the preliminary resolution of removal and the town manager shall, at the expiration of the time, resume the duties of the office.

4.3.1.4 Any action by the select board to terminate and remove or suspend the town manager shall be conducted pursuant to sections 18 to 25, inclusive, of chapter 30A of the General Laws.

4.3.2 The action of the select board in terminating and removing or suspending the town manager shall be final.

Section 4.4: Vacancy in the Office of the Town Manager

4.4.1 Permanent Vacancy - The select board shall fill a permanent vacancy in the office of the town manager pursuant to section 4.1.1 as soon as possible after a vacancy occurs. Pending the appointment of a town manager or the filling of a vacancy in the office of the town manager, the select board shall, within 14 days, appoint a person capable of temporarily performing the duties of the town manager until a permanent replacement is appointed.

4.4.2 Temporary Absence or Disability - The town manager may designate, by letter filed with the town clerk and select board, a capable person to perform the duties of town manager during a temporary absence or disability for a period of not less than 7 days. If the town manager fails to make such a designation or if the person so designated is unable to serve, the select board may designate some other capable person to perform the duties of the town manager. If the absence or disability lasts more than 30 days, a designation by the town manager shall be subject to approval by the select board.

4.4.3 Powers and Duties - The powers and duties of the acting town manager under paragraphs 4.4.1 and 4.4.2 shall be limited to matters not permitting of delay and shall include authority to make temporary, emergency appointments or designations to town offices or employment; provided, however, that an acting town manager shall not make permanent appointments or designations unless authorized by the select board.

Section 4.5: Screening Committee

4.5.1 If a vacancy shall occur in the office of town manager, a screening committee shall be established to solicit, receive and evaluate applications for the position of town manager. The screening committee shall consist of 7 persons, 3 of whom shall be designated by the select board, of which only 1 may be a select board member, 2 of whom shall be designated by the finance committee, of which only 1 may be a member of the finance committee, and 2 of whom shall be designated by the town moderator. A person chosen by an appointing authority may be a member of the appointing authority's agency; provided, however, that there shall not be more than 1 select board member and not more than 1 member of the finance committee on the screening committee. **[Amended by Chapter 41 of the Acts of 2022]**

4.5.2 Not more than 21 days after the notice of the vacancy or pending vacancy in the office of town manager, the town clerk shall call and convene a meeting of the screening committee. The screening committee shall meet to organize and plan a process to advertise the vacancy or pending vacancy and to solicit by other means candidates for the office. The committee shall proceed to meet, notwithstanding the failure of any town appointing authority to designate a representative to it.

4.5.3 The screening committee shall review all applications that are received by it, screen all such applicants by checking and verifying work records and other credentials and provide for interviews to be conducted with the number of candidates as it deems necessary, desirable or expedient.

4.5.4 Not more than 90 days after the date on which the screening committee meets to organize, the committee shall submit to the select board the names of not less than 3 persons and not more than 5 persons that the screening committee believes to be best suited to perform the duties of the town manager. The select board shall, not more than 60 days after the date of receipt of the list of nominees, choose 1 candidate from the list to fill the position of town manager or reject the nominees and direct that the committee resume its search.

4.5.5 Upon the appointment of a town manager, the screening committee shall be discharged.

ARTICLE 5: ADMINISTRATIVE ORGANIZATION

Section 5.1: Organization of Town Agencies

The organization of the town into operating agencies for the provision of services and administration of government may be accomplished by any method consistent with law and this charter, including the adoption of by-laws, appropriation of funds or adoption of rules and regulations by appropriate entities. The town manager may, with the approval of the select board and consistent with law and this charter, establish, reorganize, consolidate or abolish any department or position under the town manager's direction and supervision.

Section 5.2: Merit Principle

All appointments and promotions of employees shall be made solely on the basis of merit and fitness demonstrated by examination or other evidence of competency and suitability.

Section 5.3: Department of Finance

5.3.1 There shall be a department of finance in the town that shall report to the town manager. There shall be within the department an appointed town accountant, an appointed treasurer-collector and an appointed principal—~~assistant~~—assessor. The department shall be responsible for the performance of all the fiscal and financial activities of the town. The town manager shall serve as the finance director; provided, however, that the town manager may, at the town manager's discretion, appoint another person to serve as the finance director. The appointment shall be subject to confirmation by the select board in accordance with [clause subsection](#) (iii) of section 4.2.

5.3.2 The town manager and the department of finance shall assume all of the powers, duties and responsibilities related to municipal finance activities and the coordination of those activities with the activities of all other town agencies. The department of finance shall have such additional powers, duties and responsibilities with respect to municipal finance as the town may provide by by-law.

5.3.3 The department of finance shall assure that complete and full records of the financial and administrative activities of the town are maintained and shall render written reports, which shall include a full accounting of all town administrative and financial operations, to the select board and the finance committee at least once each calendar quarter. The quarterly reports shall be rendered not more than 30 days after the end of the calendar quarter to which they apply and shall be made available to the public in accordance with the requirements of section 10 of chapter 66 of the General Laws. Additional reports shall be rendered to the select board at the board's request.

5.3.4 The town manager and the department of finance shall collaborate with the finance committee to prepare, maintain and present to the select board and the town meeting a 5- year financial plan for the town.

5.3.5 Town Accountant - The town accountant shall be appointed by the town manager for a term of not more than 3 years, subject to confirmation by the select board pursuant to [clause subsection](#) (iii) of section 4.2. The town accountant shall have all of the powers and duties vested in the office of town accountant by law, this charter, by-law or town meeting vote.

5.3.6 Treasurer-Collector - The treasurer-collector shall be appointed by the town manager for a term of not more than 3 years, subject to confirmation by the select board pursuant to [clause subsection](#) (iii) of section 4.2. The treasurer- collector shall have all the powers and duties vested in the office of treasurer-collector by law, this charter, by-law or town meeting vote.

5.3.7 Principal ~~Assistant~~ Assessor - The principal ~~assistant~~ assessor shall be appointed by the town manager for a term of not more than 3 years, subject to confirmation by the select board pursuant to subsection (iii) of section 4.2. The principal assistant assessor shall have all of the powers and duties vested in the office of principal assistant assessor by this charter, by-law or town meeting vote and in the office of assistant assessor by law.

Section 5.4: Department of Public Works

5.4.1 There shall be a department of public works that shall be under the direction of a director. The director shall be appointed by the town manager, subject to confirmation by the select board pursuant to [clause subsection](#) (iii) of section 4.2. The director shall serve as and perform the duties of a highway surveyor as set forth in the General Laws.

5.4.2 The principal functions of the department of public works shall include:

- (i) construction, maintenance, repair and cleaning of town roads, sidewalks, storm drains, bridges, dikes and other public way related structures;
- (ii) maintenance, repair and cleaning of all buildings owned or leased by the town, except those of the regional school district;
- (iii) maintenance of the old cemetery, parks, parking areas and recreational and beach facilities, except those of the regional school district;

- (iv) snow removal, including the salting and sanding of roads, except those of the regional school district;
- (v) supervision of the collection and disposal of garbage and other refuse and the maintenance and operation of all facilities for the disposal of the same;
- (vi) supervision, care and replacement of trees;
- (vii) providing for, or causing to be provided for, the maintenance and repair of certain town-owned vehicles; and
- (viii) such other functions as may be prescribed by the town manager.

5.4.3 Powers and Duties - The department of public works shall work in close coordination with the necessary town boards and departments to enable the effective and efficient performance of its duties pursuant to the General Laws, this charter, the by-laws or by vote of the town meeting.

Section 5.5: Information Technology

There shall be a department of information technology that shall plan, coordinate and maintain the town's information assets.

~~Section 5.6: Personnel Board~~

~~5.6.1 Composition, Term of Office - There shall be a personnel board that shall consist of 3 members appointed by the select board. Members shall serve for 3-year terms; provided, however, that the terms shall be arranged in such a manner that the term of office of 1 member shall expire each year.~~

~~5.6.2 Powers and Duties - The personnel board shall function as an advisory board to the human resources director, town manager and select board in the management of human resources for the town.~~

ARTICLE 6: FINANCE AND FISCAL PROCEDURES

Section 6.1: Fiscal Year

The fiscal year of the town shall begin on July 1 and shall end on June 30 unless another period is required by the General Laws.

Section 6.2: Finance Committee

6.2.1 Composition, Term of Office - There shall be a finance committee that shall consist of 7 voters appointed by a 3-person committee that shall consist of the chair of the select board, the chair of the finance committee and the town moderator; provided, however, that if the chair of the finance committee is being considered for reappointment, the finance committee shall select another member who is not being considered for reappointment. Members of the finance committee shall serve 3-year terms; provided, however, that the terms shall be so arranged that

the terms of office of as nearly an equal number of members as possible shall expire each year. The finance committee shall appoint a chair and a deputy chair to run meetings and present the finance committee's recommendations during the town budget process.

6.2.2 Roles and Responsibilities

The finance committee shall:

- (i) serve as the advisors to the town meeting, the select board, the town manager and the department of finance on all matters pertaining to the budget, including budgeting strategy and goals and the balancing of revenues and expenditures;
- (ii) together with the select board, town manager and department of finance, develop a budget strategy and set financial goals for each fiscal year;
- (iii) present the finance committee's annual budget at the spring town meeting;
- (iv) consult with the select board and the town manager prior to collective bargaining to develop a strategy aligning with the town's long-term budgetary strategy and goals;
- (v) review the preliminary results of collective bargaining to ensure alignment with long-term budgetary strategy and goals; and
- (vi) perform any other duties as may be required by law.

Section 6.3: Annual Review of Financial Policies

Annually, the select board and the finance committee shall review and update the town's overall financial management policy. When reviewing and updating the policy, the select board and the finance committee shall seek input from the town manager, the department of finance and other advisors.

Section 6.4: The Budget

6.4.1 Budget Process - The select board, the town manager, the department of finance and the finance committee shall meet annually not later than ~~October 31~~[November 30](#) to determine the budgetary goals for the subsequent fiscal year. The town manager shall, after that meeting but not later than January 31, submit to the finance committee and the select board a proposed budget for the next fiscal year that shall be accompanied by a budget message, a summary and supporting documents that follow the agreed-upon budget goals. The proposed budget shall be balanced.

6.4.2 Proposed Budget - The proposed budget shall provide a complete financial plan for all town funds and activities for the ensuing fiscal year. Unless otherwise required by the General Laws, the proposed budget shall be in the form that the town manager, the select board and the finance committee shall deem desirable. In the presentation of the proposed budget, the town manager shall furnish information in a complete, clear and concise manner and in accordance with best practices of financial reporting and control. The proposed budget shall

show, in detail, all estimated income from the proposed property tax levy and all other sources and all proposed expenditures, including debt service, for the following year. The proposed budget shall be arranged to show the actual and estimated income and expenditures for the previous, current and ensuing fiscal years and shall indicate in separate sections:

- (i) proposed expenditures for current operations during the ensuing fiscal year, detailed by town agency and position in terms of work programs, and the proposed method for financing each such expenditure; and
- (ii) proposed capital expenditures during the ensuing fiscal year, detailed by town agency, and the proposed method for financing each such capital expenditure.

6.4.3 Budget Summary - The summary of the proposed budget shall identify deviations from the current operating budget and outline the reasons for these changes. The town manager shall cause a summary of the operating budget to be published in a local newspaper and placed on the town's website contemporaneously with the submission to the finance committee. The publication shall indicate the times and places at which copies of the proposed budget with the accompanying documentation shall be available for examination by the public.

6.4.4 Budget Message - The budget message of the town manager shall: (i) explain the budget for all town agencies, both in fiscal terms and in terms of work programs; (ii) outline proposed financial policies of the town for the ensuing fiscal year; (iii) describe important features of the budget; (iv) indicate any major variations from the current year in financial policies, expenditures and revenues, together with the reasons for such changes; (v) summarize the town's debt position; and (vi) include any other material that the town manager deems desirable or that the select board may reasonably require.

Section 6.5: Action on the Budget

6.5.1 The finance committee shall, upon receipt of the proposed budget from the town manager, consider in public meetings detailed expenditures for each town department and agency and may confer with representatives of each town agency in connection with the committee's review and consideration. The finance committee may require the town manager or any town agency to furnish the committee with such additional information as the committee may deem necessary to assist the committee in its review and consideration of the proposed budget.

Not less than 14 days before the opening of the spring town meeting, the finance committee shall file with the town clerk a report containing the committee's proposed budget and comments or recommendations regarding differences between the committee's proposed budget and the proposed budget submitted by the town manager. Not less than 14 days before the opening of the spring town meeting the report shall be made available to voters of the town by publication on the town's website and by leaving copies of the report in not less than 2 public places in the town. Copies of the report shall be made available to voters at the opening of the spring town meeting. The failure to file the report with the town clerk in a timely manner or to publicize the report by posting on the town's website or in 2 public places in the town shall not prohibit the town meeting from voting on the budget and shall not affect the validity of any vote taken on the budget at town meeting.

The finance committee shall, upon receipt of the proposed budget from the town manager, consider in public meetings detailed expenditures for each town department and agency and may

~~confer with representatives of each town agency in connection with the committee's review and consideration. The finance committee may require the town manager or any town agency to furnish the committee with such additional information as the committee may deem necessary to assist the committee in its review and consideration of the proposed budget.~~

~~Not less than 14 days before the opening of the spring town meeting, the finance committee shall file with the town clerk a report containing the committee's proposed budget and comments or recommendations regarding differences between the committee's proposed budget and the proposed budget submitted by the town manager. Not less than 14 days before the opening of the spring town meeting the report shall be made available to voters of the town by publication on the town's website and by leaving copies of the report in not less than 3 public places in the town. Copies of the report shall be made available to voters at the opening of the spring town meeting. The failure to file the report with the town clerk in a timely manner or to publicize the report by posting on the town's website or in 3 public places in the town shall not prohibit the town meeting from voting on the budget and shall not affect the validity of any vote taken on the budget at town meeting.~~

6.5.2 The finance committee's proposed budget shall be presented to the town meeting by motion made by the committee; provided, however, the committee shall also present its comments and recommendations with respect to the budget. The town manager or the select board, or both, shall present their comments and recommendations with respect to the budget, if any, at the town meeting. The budget shall be voted upon in accordance with the by-laws.

Section 6.6: Capital Improvement Plan

The town manager shall annually submit a capital improvement plan to the select board and the finance committee not later than ~~December 31~~January 31. The plan shall include: (i) a clear, concise and general summary of its contents; (ii) a list of all capital improvements proposed to be undertaken during the ensuing 5 years along with supporting information as to the need for each capital improvement; (iii) cost estimates, methods of financing and recommended time schedules for each improvement; and (iv) the estimated annual cost of operating and maintaining each facility and piece of major equipment involved.

The information in the plan shall be revised annually by the town manager with regard to the capital improvements still pending or in the process of being acquired, improved or constructed.

Section 6.7: Audits

The select board shall provide annually for an independent audit of all financial books and records of the town and whenever it deems an audit of the whole town or of any particular town agency to be necessary. An audit of the town's financial books and records shall be conducted by a certified public accountant or a firm of certified public accountants; provided, however, that the accountant or firm shall not have a direct or indirect interest in the affairs of the town.

Section 6.8: Transparency of Financial Holdings

Not later than 90 days after the end of each fiscal year, the town accountant shall prepare a summary of all town funds in accordance with customary financial reporting. The summary shall include a snapshot balance as of the first day of the fiscal year, a summary of additions and deletions during the preceding 12 months and a final year-end balance. The information in the summary shall be provided to the town manager and the town manager shall disseminate the information to the finance committee and the select board. The information shall be made available to members of the public upon request and on the town's website.

ARTICLE 7: GENERAL PROVISIONS

Section 7.1: Charter Changes

This charter may be replaced, revised or amended in accordance with any procedures made available under the constitution and laws of the commonwealth.

Section 7.2: Severability

The provisions of this charter shall be severable. If a provision of this charter is held to be invalid, the other provisions shall remain in full force and effect and shall not be affected by the invalidity. If the application of any provision of this charter to a person or circumstance is held to be invalid, the application of any such provision to any other person or circumstances shall not be affected thereby.

Section 7.3: Specific Provisions to Prevail

To the extent that a specific provision of this charter shall conflict with a provision expressed in general terms, the specific provision shall prevail.

Section 7.4: Number and Gender

Words importing the singular number may extend and be applied to several persons or things. Words importing the plural number may include the singular. Words importing the feminine or masculine gender shall include any gender.

Section 7.5: Rules and Regulations

A copy of all rules and regulations adopted by a town agency shall be filed in the office of the town clerk and the rule or regulation shall become effective on the date of such filing unless otherwise provided for by law or by-law. Copies of all such rules and regulations shall be made available for review by any person upon request pursuant to chapter 66 of the General Laws.

Section 7.6: Periodic Charter Review

Not less than once in every 10-year period after the effective date of this charter, a charter review committee shall, by an affirmative vote of the majority of the full select board, be established to review this charter and report its recommendations to an annual town meeting concerning any proposed amendments that the committee may determine to be necessary or desirable. The charter review committee shall consist of 7 members, 3 of whom shall be appointed by the select board, 2 of whom shall be appointed by the finance committee, 1 of whom shall be appointed by the Groton-Dunstable Regional District school committee and 1 of whom shall be appointed by the town moderator. An appointed person may be a member of the agency from which they are appointed; provided, however, that the charter review committee shall not include more than 1 select board member, more than 1 member of the finance committee or more than 1 member of the Groton-Dunstable Regional School District school committee. The charter review committee shall meet to organize immediately after the full charter review committee has been appointed. The charter review committee shall hold a public hearing not more than 60 days after the date on which it meets to organize and shall hold at least 1 additional public hearing before filing its final report.

Section 7.7: Removals

7.7.1 Notwithstanding any general or special law to the contrary, an appointed official, appointed member of a multiple-member body or employee of the town not covered by the terms of a collective bargaining or other agreement addressing removal and, whether appointed for a fixed or an indefinite term, may be removed from office by the appointing authority.

7.7.2 When removing any such official, appointed member of a multiple-member body or employee of the town, the appointing authority shall act in accordance with the town's personnel by-laws or rules and regulations.

Section 7.8: Loss of Office

A person appointed to serve as a member of a multiple-member body may be removed from office by the appointing authority if the person does not take the person's oath of office at the beginning of the current appointment or if the person exhibits excessive absences from the properly-scheduled meetings of the multiple-member body.

Section 7.9: Notice of Vacancies

If a vacancy occurs in a town office, position or position of employment or, whenever by reason of a pending retirement or expiration of a fixed term, a vacancy can be anticipated, the appointing authority shall cause public notice of the vacancy to be posted on the town bulletin board for not less than 10 days. The notice shall contain a description of the duties of the office, position or position of employment and a listing of the necessary or desirable qualifications to fill the office, position or position of employment. A permanent appointment to fill the office, position or position of employment shall not be effective until 14 days after the date the notice was posted to permit reasonable consideration of all applicants. This section shall not apply to positions governed by a collective bargaining or other agreement.

Section 7.10: Waiver of Administrative Fees

Administrative fees, fines and penalties that may be charged by a town department shall not be waived unless the waiver is authorized by a written policy that is available to the public and adopted by that town department, official or board. A policy may be made on an individual basis or as part of a policy decision of uniform applicability.

ARTICLE 8: TRANSITIONAL PROVISIONS

Section 8.1: Continuation of Government

All persons appointed or elected to positions at town agencies shall continue to perform their duties until they are reappointed or reelected, successors to their respective positions are duly appointed or elected or their duties have been transferred and assumed by another town agency in accordance with this charter.

Section 8.2: Continuation of Administrative Personnel

A person holding a town office or a position in the administrative service of the town or a person holding full-time employment under the town shall retain that person's office, position or position of employment and shall continue to perform the duties of that person's office, position or position of employment until provision shall have been made for the performance of those duties by another person or agency; provided, however, that a person in the permanent full-time service of the town shall not forfeit their pay grade or time in the service of the town as a result of the adoption of this charter; provided further, that this section shall not provide a person holding an administrative office or position or a person serving in the employment of the town on the effective date of this charter with any greater rights or privileges with regard to that person's continued service or employment with the town than that person had before the effective date of this charter. Nothing in this paragraph shall impair the rights of any person under an individual employment contract or collective bargaining agreement.

Section 8.3: Transfer of Records and Property

All records, property and equipment of an office, department or agency or part thereof, the powers and duties of which are assigned in whole or in part to another office or agency, shall be transferred immediately to the office, department or agency to which the powers and duties are assigned.

Town of Groton
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Town of Groton

Fall Town Meeting, October 18 2025

MINUTES

The Town of Groton met for the Fall Town Meeting on Saturday, October 18 2025, in the Marion Stoddart Building Auditorium, at 344 Main Street. 156 residents qualified to vote in elections and town affairs checked in to conduct the Town's business throughout the course of the Meeting. Moderator Jason Kauppi called the Town Meeting to order at 9:01 AM. The Moderator began by introducing town officials to the assembly and explaining that the Town Meeting was being recorded and broadcast. The Moderator briefly reviewed the Warrant and informational materials, and instructed voters on how to use their clickers to cast their votes. A moment of silence was held at 9:08 AM to commemorate members of the community who had passed away since last convening. Tom Delaney, who will soon retire as Director of Public Works after 40 years of service to the Town, led the assembly in a recitation of the Pledge of Allegiance.

MOTION: A motion was made and seconded to waive the reading of the warrant.

VOTE: Yes: 92...No: 5

The motion to waive the reading of the warrant passed by a majority.

MOTION: A motion was made and seconded to set the time limit for comment at 3 minutes.

VOTE: Yes: 96...No: 11

The motion to limit time for comment at 3 minutes passed by a majority.

Articles 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, & 11, were presented and considered together as a Consent Agenda.

MOTION: A motion was made and seconded to see if the Town would vote that the Town take affirmative action on Articles 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 & 11 pursuant to the motions as set forth in the Town Meeting Information Handout for this Meeting, without debate and in accordance with the action proposed under each motion, provided however that if any voter requests the right to debate a specific motion, then said motion shall be debated and voted upon separately.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 99...No: 8

Articles 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, & 11 were passed by majority via consent agenda.

Article 1: Prior Year Bills

ARTICLE: 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.

MOTION: A motion was made and seconded to see if the Town would vote that the sum of Eighty-Five Dollars (\$85) be transferred from the Water Enterprise Fund Surplus and the sum of Two Hundred Thirty-One Dollars (\$231) be transferred from the Excess and Deficiency Fund (Free Cash) for a total amount of \$316 for the payment of the following bills of a prior fiscal year:

UMass Memorial Health	\$85
Boston Mutual	\$231
Total	\$316

Article 1 passed by majority vote via consent agenda.

Article 2: Amend the Fiscal Year 2026 Town Operating Budget

ARTICLE: To see if the Town will vote to amend the Fiscal Year 2026 Operating Budget as adopted under Article 5 of the April 26, 2025 Spring Town Meeting and amended under Article 1 of the June 23, 2025 Special 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 2026, or to take any other action relative thereto.

MOTION 1: A motion was made and seconded that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended 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 \$2,565,835 to \$2,697,953 so as to increase Line Item 1070 – “Treasurer/Tax Collector Salaries” by \$56,992 from \$166,060 to \$223,052; increase Line Item 1071 – “Treasurer/Tax Collector Wages” by \$16,086 from \$81,418 to \$97,504; increase Line Item 1130 – “Town Clerk Salaries” by \$19,040 from \$105,856 to \$124,896; increase Line Item 1160 – “Insurance and Bonding” by \$40,000 from \$350,000 to \$390,000; and raise and appropriate from the Fiscal Year 2026 tax levy and other general revenues of the Town the sum of \$95,420 and transfer the sum of \$36,698 from the Excess and Deficiency Fund (Free Cash), for a total of \$132,118 to fund said increases.

MOTION 2: A motion was made and seconded to see if the Town would vote that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be

amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Land Use Departments: By increasing the Land Use Departments Appropriation from \$549,503 to \$571,311 so as to increase Line Item 1210 – “Planning Board Salaries” by \$21,808 from \$103,222 to \$125,030; and raise and appropriate from the Fiscal Year 2026 tax levy and other general revenues of the Town the sum of \$21,808 to fund said increase.

MOTION 3: A motion was made and seconded to see if the Town would vote that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Protection of Persons and Property: By increasing the Protection of Persons and Property Appropriation from \$4,838,346 to \$4,843,746 so as to increase Line Item 1310 – “Fire Department Salaries” by \$5,400 from \$285,544 to \$290,944; and transfer the sum of \$5,400 from the Excess and Deficiency Fund (Free Cash) to fund said increase.

MOTION 4: A motion was made and seconded to see if the Town would vote that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Department of Public Works: By increasing the Department of Public Works Appropriation from \$2,375,572 to \$2,400,572 so as to increase Line Item 1500 – “Highway Department Salaries” by \$25,000 from \$179,124 to \$204,124; and decrease the amount raised and appropriated from the Fiscal Year 2026 tax levy and other general

revenues of the Town by \$55,000 and transfer the sum of \$80,000 from the Excess and Deficiency Fund (Free Cash) to fund said increase.

MOTION 5: A motion was made and seconded to see if the Town would vote that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Library and Citizen’s Services: By increasing the Library and Citizen’s Services Appropriation from \$2,417,283 to \$2,428,900 so as to increase Line Item 1710 – “Local Access Cable Department Salaries” by \$8,819 from \$75,511 to \$84,330; increase Line Item 1711 – “Local Access Cable Department Wages” by \$2,798 from \$68,232 to \$71,030; and transfer the sum of \$11,617 from the Local Cable Receipts Reserved for Appropriation Account to fund said increases.

MOTION 6: A motion was made and seconded to see if the Town would vote that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Debt Service: By decreasing Debt Service from \$5,555,403 to \$5,409,090 so as to decrease Line Item 2002 – “Long Term Debt – Interest - Excluded” by \$7,967 from \$1,258,527 to \$1,250,560; decrease Line Item 2005A – “Short Term Debt Interest – Town – Non-Excluded” by \$3,355 from \$21,851 to \$18,496; and decrease Line Item 2005B – “Short Term Debt – Interest – Town – Excluded” by \$134,991 from \$1,845,196 to \$1,710,205.

MOTION 7: A motion was made and seconded to see if the Town would vote that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Employee Benefits: By decreasing the Employee Benefits Appropriation from \$4,869,643 to \$4,833,643 so as to decrease Line Item 3010 “Health Insurance/Employee Expenses” by \$36,000 from \$1,853,707 to \$1,817,707.

Article 2 passed by majority vote via consent agenda.

Article 3: Transfer Money Into the Capital Stabilization Fund

ARTICLE: 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.

MOTION: A motion was made and seconded to see if the Town would vote that \$900,000 be transferred from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Capital Stabilization Fund.

Article 3 passed by majority vote via consent agenda.

Article 4: Transfer Money into the Stabilization Fund

ARTICLE: 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.

MOTION: A motion was made and seconded to indefinitely postpone Article 4.

Article 4 passed by majority via consent agenda.

Article 5: Transfer Money into the GDRSD Capital Stabilization Fund

ARTICLE: 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.

MOTION: A motion was made and seconded to see if the Town would vote that \$250,000 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.

Article 5 passed by majority via consent agenda.

Article 6: Transfer Within the Water Enterprise Fund

ARTICLE: 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 2026 Water Enterprise Budget, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote that \$219,816 be transferred from the Water Enterprise Fund Surplus to the Fiscal Year 2026 Water Department Operating Budget for general expenses.

Article 6 passed by majority via consent agenda.

Article 7: Transfer Within the Four Corners Sewer Enterprise Fund

ARTICLE: To see if the Town will vote to transfer a sum or sums of money from the Four Corners Sewer Enterprise Fund Surplus to the Fiscal Year 2026 Four Corners Sewer Enterprise Department Budget, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote that \$253,250 be transferred from the Four Corners Sewer Enterprise Surplus to the Fiscal Year 2026 Four Corners Sewer Operating Budget for general expenses.

Article 7 passed by majority via consent agenda.

Article 8: Transfer Within the Stormwater Enterprise Fund

ARTICLE: To see if the Town will vote to transfer a sum or sums of money from the Stormwater Enterprise Fund Surplus to the Fiscal Year 2026 Stormwater Enterprise Budget, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote that \$50,000 be transferred from the Stormwater Enterprise Surplus to the Fiscal Year 2026 Stormwater Operating Budget.

Article 8 passed by majority via consent agenda.

Article 9: Cable Department Equipment Grant

ARTICLE: 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 adding funds to the Cable Department Equipment Grant Fund for the Local Access Cable Department, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote that \$16,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the purpose of adding to funds on Deposit in the Cable Department Equipment Grant Fund for the Local Access Cable Department.

Article 9 passed by majority via consent agenda.

Article 10: Assessors Quinquennial Certification

ARTICLE: To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, to be expended by the Town Manager, for the purpose of completing the five-year full certification program necessary to achieve full and fair cash value in accordance with the requirements of Chapter 40, Section 56, and Chapter 58, Sections 1, 1A, and 3, of the Massachusetts General Laws, and the Massachusetts Department of Revenue, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote that \$34,900 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the purpose of completing the five-year full certification program necessary to achieve full and fair cash value in accordance with the requirements of Chapter 40, Section 56, and Chapter 58, Sections 1, 1A, and 3, of the Massachusetts General Laws, and the Massachusetts Department of Revenue.

Article 10 passed by majority via consent agenda.

Article 11: Debt Service for Middle School Track

ARTICLE: To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Chapter 44B, Section 5, of the Massachusetts General Laws, for debt service for Fiscal Year 2026 for the Middle School Track Project, as authorized under Article 7 of the May 1, 2021 Spring Town Meeting, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote that the Town appropriate, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of Thirty-Three Thousand Dollars (\$33,000) from the Community Preservation Fund Unallocated Reserve to fund the debt service for Fiscal Year 2026 for the Middle School Track Project, as authorized under Article 7 of the May 1, 2021 Spring Town Meeting.

Article 11 passed by majority via consent agenda.

Article 12: Repairs to Fitch’s Bridge Head Wall

ARTICLE: 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 repair the head wall at Fitch’s Bridge, and all costs associated and related thereto, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote that \$60,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, to repair the head wall at Fitch’s Bridge, and all costs associated and related thereto.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 107...No: 5

Article 12 passed by majority.

Article 13: Provide Funding to Maintain the Former Nod Road Landfill

ARTICLE: 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 maintain the former Nod Road Landfill in compliance with Massachusetts Department of Environmental Protection requirements, and all costs associated and related thereto, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote that \$100,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager to maintain the former Nod Road Landfill in compliance with Massachusetts Department of Environmental Protection requirements, and all costs associated and related thereto.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 119...No: 8

Article 13 passed by majority.

Article 14: Repair Fire Alarm - Function Hall and Restaurant at the Country Club

ARTICLE: 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 repair and/or replace the Fire Alarm System at the Function Hall and Restaurant at the Groton Country Club, and all costs associated and related thereto, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote that \$60,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager to repair and/or replace the Fire Alarm System at the Function Hall and Restaurant at the Groton Country Club, and all costs associated and related thereto.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 120...No: 6

Article 14 passed by majority.

Article 15: Engineering Funds for Complete Streets Grant Work

ARTICLE: 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 paying engineering costs, and other related costs, for work associated with successfully receiving grant funding from the Commonwealth under the Complete Streets Grant Program, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote that \$30,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the purpose of paying engineering costs, and other related costs, for complete streets design and planning work associated with successfully receiving grant funding from the Commonwealth under the Complete Streets Grant Program.

SUBSIDIARY MOTION: Following debate, a motion was made and seconded to move the previous question.

VOTE: Yes: 110...No: 16

Motion to move the previous question was passed by a 2/3rds majority.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 121...No: 15

Article 15 passed by majority vote.

Article 16: Proposed Amendments to the Groton Charter

ARTICLE: To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act to amend the Town Charter as set forth in Appendix A of this Warrant, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition, or to take any other action relative thereto.

MOTION 1: A motion was made and seconded to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act to amend the Town Charter as set forth under Appendix A of the Warrant for the 2025 Fall Town Meeting, with the exception of the proposed changes to Section 3.2.4 and Section 4.2 (iii); provided, however, that the General Court may make clerical or editorial changes of form only to this bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 107...No: 19

Motion 1 passed by a majority vote.

MOTION 2: A motion was made and seconded to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act to amend Section 3.2.4

and Section 4.2 (iii) of the Town Charter as set forth under Appendix A of the Warrant for the 2025 Fall Town Meeting, excluding proposed changes to other sections of the Charter; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition.

SUBSIDIARY MOTION: A motion was made and seconded to move the previous question.

VOTE: Yes: 106...No: 20

Motion to move the previous question passed by a 2/3 majority.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 81...No: 51

Motion 2 passed by a majority vote.

Article 16 passed by majority.

Article 17: Provide Additional Funding for the Cow Pond Brook Fields Project

ARTICLE: To see if the Town will vote to transfer from the Community Preservation Act Funds Unallocated Reserve a sum or sums of money, to be expended by the Town Manager, to supplement funding originally approved under Article 8D “Cow Pond Brook Fields Improvements” at the April 26, 2025 Spring Town Meeting for 100% design development to put the project out to bid, and all costs associated and related thereto, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that One Hundred Fifteen Thousand Dollars (\$115,000) be appropriated from the Community Preservation Fund Unallocated Reserve

to provide additional funding for the Community Preservation Application 2026-05 “Cow Pond Brook Fields Improvements”, originally approved under Article 8.D of the 2025 Spring Town Meeting for 100% design development to put the project out to bid.

SUBSIDIARY MOTION: Following debate, a motion was made and seconded to move the previous question.

VOTE: Yes: 93...No, 36

The motion to move the previous question passed by a 2/3rds majority.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 111...No: 23

Article 17 passed by a majority.

Article 18: Replace Self Contained Breathing Apparatus for the Fire Department

ARTICLE: 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 purchase and replace the Self-Contained Breathing Apparatus of the Fire Department and all costs associated and related thereto, or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote that the Town appropriate Five Hundred Thousand Dollars (\$500,000), to be expended by the Town Manager, to purchase and replace the Self-Contained Breathing Apparatus of the Fire Department and all costs associated and related thereto, or to take any other action relative thereto; and that to meet this appropriation, the Treasurer, with the approval of the Select Board, be authorized to borrow

the sum of \$500,000 under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and, further, that 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.

Quantum of Town Meeting Vote: 2/3rds Majority

VOTE: Yes: 128...No: 3

Article 18 passed with a 2/3rd majority.

Article 19: Chapter 202 of the General Bylaws - “Door-to-Door Solicitation”

ARTICLE: To see if the Town will vote to amend the General Bylaws of the Town of Groton by adding a new Chapter 202 entitled “ Door-to-Door Solicitation” as follows:

“Chapter 202

Door-to-Door Solicitation

§ 202 - 1 Purpose

The purpose of this Chapter 202 is to provide for the regulation of door-to-door solicitation for commercial purposes in the Town of Groton, to promote public safety and consumer protection.

§ 202-2 Definitions

For the purpose of this Chapter, the following terms shall have the meanings indicated below:

PEDDLER/HAWKER — Any person who sells and makes immediate delivery of, or offers for sale and immediate delivery of, any goods, wares or merchandise, in possession of the seller, at any place within the Town of Groton other than from a fixed place of business.

PERSON — Includes the singular and the plural and shall also mean and include any person, firm or corporation, association, club, partnership or society, or any other organization.

SOLICITOR — Any person who sells or takes orders or offers to sell or take orders for goods, wares, or merchandise for future delivery, or for services to be performed, at any place within the Town of Groton other than a fixed place of business.

DOOR-TO-DOOR SOLICITATION — The transaction of any temporary business within the Town by moving from one place to another by foot, vehicle, or other conveyance, and selling or buying goods, wares, merchandise, foods, or services, or soliciting for orders, sales, subscriptions, or business of any kind, or soliciting for information or donations, including such conduct by peddlers, hawkers, and solicitors.

§ 202-3 License Required

No person may engage in door-to-door solicitation in the Town of Groton without a license issued by the Chief of Police, unless otherwise exempted under this Chapter 202.

§ 202-4 Exemptions

This Chapter shall not apply to:

- A. Persons, firms or corporations selling services, goods, wares, merchandise or materials at wholesale to dealers in such articles.
- B. Newspaper delivery.

- C. Persons vending and delivering goods, wares, or merchandise to regular customers on established routes in the regular course of business.
- D. Deliveries of products previously ordered or purchased.
- E. Sales on private property of the owner's or occupant's household goods and belongings.
- F. Any activity for religious, political, or public policy purposes or other noncommercial purposes, such as non-profit organizations and youth groups, regardless of whether such activity includes acts that would otherwise constitute door-to-door solicitation.
- G. Governmental officers or employees of the Town, county, state or federal government, or any subdivision thereof, when on official business.
- H. Insurance companies authorized to do business in Massachusetts.
- I. Persons under the age of 18 except in connection with a for-profit organization, newspaper carriers excepted.

§ 202-5 Application for License

- A. Each person seeking to conduct door-to-door solicitation shall obtain from and file with the Police Department an application for a license and accompany said application with an investigation fee to cover the cost of investigating the applicant in an amount set from time to time by the Town Manager.
- B. The written application shall contain the required information:
 - (1) Name, permanent address and telephone number, and temporary address if any, of the person seeking to conduct door-to-door solicitation.
 - (2) Applicant date of birth.
 - (3) Applicant height, weight, color of hair and eyes.
 - (4) Make, model and registration number and owner of any vehicle to be used by the applicant while conducting door-to-door solicitation.
 - (5) Period of time for which the license is needed.
 - (6) Brief description of nature of business and goods to be sold.

- (7) Name, address and telephone number of the person or organization whom the applicant represents and the length of time the applicant has been associated with or employed by that person or organization.
- C. The applicant shall permit the Police Department to photograph said applicant for identification purposes.
- D. A license fee structure shall be issued for one day, one week, one month, or one year. The fees for each duration shall be set from time to time by the Town Manager. One-year duration licenses will be prorated from the set fee if not obtained in the month of January.

§ 202-6 Investigation of Applicant; Issuance or Denial of License

- A. Upon receipt of each such application, the Police Department shall initiate an investigation of the applicant as the Department deems necessary for the protection of the public good, subject to all applicable legal requirements, including authorized criminal history background checks.
- B. Not later than 10 calendar days after the filing of such application, the Chief of Police, or their designee, shall issue the applicant a license in the form of a photo license card showing the name and address of the licensee and authorizing them to solicit for the purposes described in their application subject to this Chapter and the laws of the Commonwealth of Massachusetts. Failure by the Chief of Police to act on an application within 10 calendar days shall constitute approval of said application.
- C. Grounds for disapproval of an application shall be:
 - (1) Applicant has a conviction in any state or federal court of the United States or any court of a territory of the United States for any of the following named offenses committed within the last seven years: murder/manslaughter, rape, arson, burglary, breaking and entering, larceny, robbery, receiving stolen property, assault, fraud, sexual misconduct as specified in M.G.L. c. 265, §§ 13B and 22 through 24, and M.G.L. c. 272, § 53A, unlawfully carrying weapons, or the attempt of any such offense, as such persons pose a substantial degree of danger to minors and other persons vulnerable to becoming victims of the violent crimes so listed;

- (2) Applicant is a person who is a sex offender required to register with the Sex Offenders Registry Board and who is finally classified as a Level 2 or Level 3 Sex Offender, as such person has been found to have a moderate to high risk of re-offense and pose a substantial degree of dangerousness to minors and other persons vulnerable to becoming victims of sex crimes;
- (3) Applicant has had a license revoked for violation of this Chapter within the previous two-year period; or
- (4) The failure to include any of the information requested in the application.

§ 202-7 License Requirements

- A. Licenses shall be issued, or denied, by the Chief no later than 10 business days after the application therefor is made in writing to the Police Department.
- B. All photo license cards shall clearly indicate the dates of issuance and expiration and the name and address of the licensee.
- C. All licenses issued under this Chapter are personal to the licensee and shall not be transferable. It shall be a violation of this Chapter for a licensee to allow a license to be used by any other person.
- D. Licensees under this Chapter shall carry their photo license card with them while engaged in authorized activities and must have such photo license card clearly visible while soliciting in the Town of Groton.
- E. Annual licenses shall expire on December 31 of the year issued.
- F. Ice creams trucks are required to print and post an 8 1/2 x 11 color copy of the photo license card in the window of vehicle, clearly visible to patrons.
- G. If while the application is pending or during the term of any license granted thereon there is a change in fact, policy, or method that would alter the information given in the application, the applicant or licensee, as the case may be, shall notify the Police Department in writing within 24 hours of such change.
- H. A license issued under this Chapter 202 does not constitute an endorsement by the Town of Groton nor by any of its departments or officers of the purpose or of the person conducting the solicitation.

§ 202-8 Time Limit for Operation

No licensee under this Chapter shall conduct door-to-door solicitation between the hours of 7:00 p.m. and 9:00 a.m. or on Sundays and legal holidays, unless invited to do so by the owner or occupant of any private residence in the Town.

§ 202-9 No Solicitation List

A No Solicitation List shall be established and maintained by the Groton Police Department to prohibit door-to-door solicitation at certain premises. Owners or occupants may submit their property for inclusion on the list without charge. Upon approval of the issuance of a license as provided herein, each such licensed entity or individual shall be provided with a copy of the No Solicitation List and may not conduct door-to-door solicitation at such property.

§ 202-10 Posted Premises

No person shall engage in door-to-door solicitation upon any premises without a prior invitation from the occupant if such premises is posted against such solicitation by means of a notice prominently displayed near the main entrance to the premises or on or near the main door bearing the phrase "no solicitors" or words of similar effect.

§ 202-11 Revocation of License; Appeals

- A. Licenses issued under this Chapter may be revoked by the Chief of Police for any of the following causes:
 - (1) Fraud, misrepresentation, or false statements contained in the application for a license.
 - (2) Fraud, misrepresentation, or false statements in the course of carrying on door-to-door solicitation.
 - (3) Any violation of this Chapter.

- (4) Commission or conviction of a felony.
 - (5) Commission or conviction of any crime or misdemeanor of moral turpitude.
 - (6) Conducting the business of door-to-door solicitation in a threatening, abusive or illegal fashion so as to constitute a menace to the health, safety, or general welfare of the public.
- B. Notice of the revocation of the license shall be given in writing, setting forth the grounds of complaint and the opportunity to appeal the decision of revocation. Such notice shall be made in person or mailed to the licensee at their last known address, or at an address contained in the application for a license.
- C. Any person who is denied a license or whose license has been revoked may appeal by filing a written notice of appeal with the Town Manager. Such appeal must be filed within five days after receipt of the notice of denial or revocation. The Town Manager shall hear the appeal within one week of the written notice of appeal, provided, however, that if the Town Manager fails to make a determination within 30 days after the filing of the appeal, the license shall be deemed granted or reinstated as the case may be.

§ 202-12 Violations and Penalties

- A. Any person violating any provisions of this Chapter shall be subject to a fine of \$300 for each offense, except as otherwise provided herein; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.
- B. Noncriminal disposition. As an alternative to criminal prosecution or civil action, the Town may elect to utilize the noncriminal disposition procedure set forth in M.G.L. c. 40, § 21D, which has been adopted by the Town in the Code of the Town of Groton, Chapter 1, § 1-4, Complaints, in which case the Police Department or authorized agent shall be the enforcing person.

§ 202-13 Severability

Invalidity of any individual provision of this Chapter shall not affect the validity of the Chapter as a whole.”

And further, to authorize the Town Clerk to make any numbering or formatting edits necessary to conform to the publication conventions of the Town Bylaws; or to take any other action relative thereto.

MOTION: A motion was made and seconded to amend the Code of the Town of Groton, by adding a new Chapter 202 entitled “Door-to-Door Solicitation” as set forth under Article 19 of the Warrant for the 2025 Fall Town Meeting.

SUBSIDIARY MOTION: During discussion, a motion was made and seconded to move the previous question.

VOTE: Yes: 77...No: 39. The motion failed to achieve a 2/3rds majority. Discussion continued.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 101...No: 23

Article 19 passed by a majority.

Article 20: Amend Chapter 161 – Licenses and Permits of the Groton Code

ARTICLE: To see if the Town will vote to amend Chapter 161 “Licenses and Permits” of the General Bylaws of the Town by adding a New Article 2 entitled “Criminal History Background Checks” as follows:

**“Chapter 161
Licenses and Permits**

Article 2. Criminal History Background Checks

§161-2 Purpose and Authority

- A. In order to protect the health, safety, and welfare of the inhabitants of the Town of Groton, and as authorized by M.G.L. c. 6, § 172B 1/2, this Chapter shall require:
- (1) Applicants for a license listed in §161-3 below to submit to fingerprinting by the Groton Police Department; and
 - (2) The Police Department to arrange for the conduct of fingerprint-based criminal record background checks.
- B. The Town authorizes the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Systems (DCJIS), and the Federal Bureau of Investigation (FBI), as may be applicable, to conduct on the behalf of the Town and its Police Department fingerprint-based state and national criminal history records checks, including FBI records, consistent with this Chapter. The Town authorizes the Police Department to receive and utilize state and FBI records in connection with such background checks, consistent with this Chapter. The Town shall not disseminate criminal record information received from the state or FBI to unauthorized persons or entities.

§161-3 Licenses Subject to Fingerprinting

Any applicant for a license to engage in any of the following occupational activities shall have a full set of fingerprints taken by the Police Department for the purpose of conducting a state and national fingerprint-based criminal history records check:

- A. Manager of alcoholic beverage license.
- B. Hawkers, peddlers, and solicitors (door-to-door solicitation license).
- C. Ice cream truck vendor.
- D. Junk dealers.

- E. Owner or operator of a public conveyance.

§161-4 Police Department Procedure

- A. The Police Department will forward the full set of fingerprints obtained pursuant to this Chapter either electronically or manually to the State Identification Section of the Massachusetts State Police.
- B. The Police Department shall provide the applicant with a copy of the results of his or her fingerprint based criminal background check and supply the applicant with opportunity to complete, or challenge the accuracy of, the information contained in it, including the state and FBI identification record. Any applicant that wishes to challenge the accuracy or completeness of the record shall be advised that the procedures to change, correct, or update the record are set forth in 28 CFR 16.34 and any applicable DCJIS policy.
- C. The Police Department shall communicate the results of fingerprint-based criminal history records check to the applicable Town licensing authority (the "licensing authority"). The Police Department shall in addition render to the licensing authority its evaluation of the applicant's suitability for the proposed occupational activity based on the results of the criminal records background check and any other relevant information known to it. In rendering its evaluation, the Police Department shall indicate whether the applicant has been convicted of, or is under pending indictment for, a crime that bears upon his or her suitability for the proposed occupational activity, or any felony or misdemeanor that involved force or threat of force, controlled substances, or a sex-related offense.

§161-5 Reliance by Licensing Authority on Results of Background Check.

- A. The licensing authority may utilize the results of any fingerprint-based criminal records background check performed pursuant to this Chapter for the sole purpose of determining the applicant's suitability for the proposed occupational activity. The licensing authority may deny an application for any license specified herein, including renewals and transfers thereof, if it determines that the results of the fingerprint-based criminal records background check render the applicant unsuitable for the proposed occupational activity.

- B. No application shall be denied on the basis of information contained in a criminal record until the applicant has been afforded a reasonable time, as determined by the licensing authority, to correct or complete the information, or has declined to do so.

§161-6 Policies and Procedures

The Police Department, subject to the approval of the Town Manager, will develop and maintain written policies and procedures for its licensing-related criminal record background check system.

§161-7 Fees

Each applicant for a license listed in §161-3 shall pay a fee as set from time to time by the Town Manager.”

And further, to authorize the Town Clerk to make any numbering or formatting edits necessary to conform to the publication conventions of the Town Bylaws; or to take any other action relative thereto.

MOTION: A motion was made and seconded to amend the Code of the Town of Groton, by amending Chapter 161 “Licenses and Permits” by adding a new Article 2 entitled “Criminal History Background Checks” as set forth under Article 20 of the Warrant for the 2025 Fall Town Meeting.

SUBSIDIARY MOTION 1: A motion was made and seconded to amend the proposed bylaw by striking paragraphs A, C, D, and E, from the proposed Section 161-3.

SUBSIDIARY MOTION 2: During discussion of the motion to amend, an additional motion was made and seconded to indefinitely postpone Article 20. The Moderator chose to consider the motion to postpone prior to considering the motion to amend.

VOTE: Yes: 116...No: 8

Motion to postpone passed by majority.

Article 20 was indefinitely postponed.

**Article 21: Special Legislation - Prohibit Use of Second Generation
Anticoagulant Rodenticides**

ARTICLE: To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act as set forth below, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition, or to take any other action relative thereto.

**“An Act Authorizing the Town of Groton To Prohibit the Use of Second Generation
Anticoagulant Rodenticides**

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

SECTION 1. Notwithstanding chapter 132B of the General Laws or any other general or special law to the contrary, the town of Groton may regulate through local bylaw or board of health regulation the use of second generation anticoagulant rodenticides within the town of Groton, including prohibiting the use of such pesticides by licensed commercial applicators as defined in 333 C.M.R. 10.00.

SECTION 2. This act shall take effect upon its passage.”

or to take any other action relative thereto.

MOTION: A motion was made and seconded to see if the Town would vote to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts to enact special legislation to prohibit the use of Second Generation Anticoagulant Rodenticides as set forth under Article 21 of the Warrant for the 2025 Fall Town Meeting, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 103...No: 12

Article 21 passed by a majority vote.

Article 22: Accept Bluebird Lane as a Town Way

ARTICLE: To see if the Town will vote to accept Bluebird Lane as a public way, as recommended by the Planning Board and laid out by the Select Board and as shown on a plan entitled “Bluebird Lane Street Acceptance Plan, Groton, Massachusetts” Owned by R.D. Kanniard Homes, Ayer, MA, prepared by Dillis & Roy, Civil Design Group, dated May 15, 2025, 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.

MOTION: A motion was made and seconded to accept Bluebird Lane as a public way and to authorize the Select Board to acquire the necessary real estate interests for such way as set forth under Article 22 of the Warrant for the 2025 Fall Town Meeting.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 105...No: 7

Article 22 passed by majority vote.

Article 23: Citizens' Petition – Authorization to Create an Advisory Committee

ARTICLE: To see if the Town will vote to require the creation of an Advisory Committee to develop and recommend a process for delivering Major Initiative Cost - Benefit Reports to Town Meeting.

MOTION: A motion was made and seconded to see if the Town would vote that Town Meeting appoint an Ad Hoc Advisory Committee to develop and recommend a process for delivering Major Initiative Cost - Benefit Reports to Town Meeting; said Committee to consist of five members appointed by the Moderator; and said Committee to make its recommendations to the Town Meeting no later than the Fall 2026 annual meeting, at which time the Committee shall dissolve unless reinstated by vote of the Town Meeting.”

SUBSIDIARY MOTION 1: Following discussion, a motion was made to move the previous question. The Moderator declined to end discussion until the Meeting heard from the remaining voter waiting in line to speak.

SUBSIDIARY MOTION 2: A second motion was made and seconded to move the previous question.

VOTE: Yes: 78...No: 28

The motion to move the previous question passed by a 2/3rds majority.

Quantum of Town Meeting Vote: Majority

VOTE: Yes: 32...No: 76

Article 23 failed to pass with a majority.

MOTION: A motion was made and seconded to dissolve the meeting. The Moderator called for a voice vote, and the motion to dissolve was passed unanimously.

Town Meeting dissolved at 11:37 AM.

Respectfully submitted,

Grace Bannasch, Groton Town Clerk



A True Copy Attest: _____

APPENDIX A
PROPOSED GROTON CHARTER

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CHARTER (202~~5~~²)

[HISTORY: Enacted by the General Court as Ch. 121 of the Acts of 2019.¹ Amendments noted where applicable.] [2022 Amendments enacted by the General Court as Chapter 41 of the Acts of 2022.]

ARTICLE 1: INCORPORATION, EXISTENCE AND AUTHORITY

Section 1.1: Incorporation

The inhabitants of the town of Groton, within the corporate limits established by law, shall continue to be a body corporate and politic with perpetual succession under the name "town of Groton."

Section 1.2: Short Title

This instrument shall be known and cited as the Groton charter.

Section 1.3: Powers of the Town

It is the intent and purpose of the voters of the town, through the adoption of this charter, to secure for the town all of the powers possible under the constitution and laws of the commonwealth as fully and as completely as though each power were specifically and individually enumerated in this charter.

Section 1.4: Division of Powers

The administration of all the fiscal, prudential and municipal affairs of the town shall be vested in an executive branch headed by a select board and a town manager. The legislative powers shall be exercised by an open town meeting.

Section 1.5: Interpretation of Powers

The powers reserved or granted to the town under this charter shall be construed liberally and interpreted broadly in the town's favor and the specific mention of any particular power shall not limit the general powers of the town under section 1.3.

Section 1.6: Intergovernmental Relations

The town may enter into agreements with any other unit of government to perform jointly or in cooperation, by contract or otherwise, any of the town's powers or functions.

Section 1.7: Precedence of Charter Provisions

All General Laws, special laws, by-laws, votes, rules and regulations of or pertaining to the town that are in force when the charter takes effect and that are not specifically or by implication repealed directly or indirectly hereby shall continue in full force and effect until amended or repealed or until they expire by their own terms.

Section 1.8: Ethical Standards and Conduct

Elected officers, appointed officials, employees and volunteers of the town shall demonstrate by their example, with their general conduct and in the performance of their duties and responsibilities the highest ethical standards so that the public may justifiably have trust and confidence in the integrity of the town's government. Such individuals shall recognize that they act always as agents for the public, that they hold their office or position for the benefit of the public, that the public interest is their primary concern and that they faithfully discharge the duties of their office regardless of personal considerations. Such an individual shall not use the individual's official position to secure or grant special consideration, treatment, advantage, privilege or exemption to themselves or to any other person beyond that which is available to every other person.

Section 1.9: Definitions

As used in this charter, the following words shall, unless the context clearly requires otherwise, have the following meanings:-

"Appointed official", an individual serving in appointed office who exercises the powers or duties of that office with authority derived from the General Laws, this charter, vote of town meeting or the town's by-laws.

"Charter", this charter and any amendments to it that may hereafter be adopted.

"Days", business days, not including Saturdays, Sundays and legal holidays; provided, however, that when the time set is not less than 7 days, every day shall be included.

"Department head", an individual having administrative authority over a town department. "Elected officer", an individual serving in elected office who, in the exercise of the powers

or duties of that office, exercises some portion of the sovereign power of the town.

"Emergency"", a sudden, unexpected and unforeseen happening, occurrence, event or condition that necessitates immediate action.

"Local newspaper", a newspaper of general circulation in the town.

"Majority vote", a majority of those present and voting; provided, that a quorum is present when the vote is taken.

"Multiple-member body", a town body consisting of not less than 2 persons, whether called a board, commission, committee, subcommittee or otherwise and however elected, appointed or otherwise constituted.

["Publish", posting a document on the Town website and in a prominent and accessible location, with hard copies made available upon request.](#)

"Quorum", except for a town meeting and unless otherwise required by law or this charter, a majority of the members of a multiple member body then in office, not including any vacancies that may then exist.

"Town", the town of Groton.

"Town agency", a board, commission, committee, department or office of the town government.

"Town bulletin board", a bulletin board in the town hall on which official notices are posted and boards at other town buildings or facilities that may be designated by the town clerk as town bulletin boards.

"Town meeting", the open town meeting established in article 2, whether annual or special.

"Voters", registered voters of the town.

"Warrant", a document required to warn and notify residents and inhabitants of the town, who are qualified to vote in town affairs, to meet at a specific place to act on published articles relating to the governance of the town.

ARTICLE 2: LEGISLATIVE BRANCH

Section 2.1: Town Meeting

The legislative powers of the town shall be exercised by a town meeting open to all voters. The annual town meeting shall meet in regular session twice in each calendar year. The first meeting, which shall be the spring town meeting, shall be held in March, April or May on a date fixed by by-law and shall be primarily concerned with the determination of matters involving the expenditure of town funds including, but not limited to, the adoption of an annual operating budget for all town agencies, electing officers and determining all other matters to be decided by ballot of the voters. The second meeting, which shall be the fall town

meeting, shall be held in the last 4 months of the calendar year on a date fixed by by-law; provided, however, that the fall town meeting shall not include the election of officers.

Section 2.2: Presiding Officer

2.2.1 The moderator elected pursuant to section 3.4 shall preside at all sessions of the annual and special town meetings. The moderator at all town meetings shall regulate the proceedings, decide all questions of order and make public declaration of all votes and may exercise such additional powers and duties as may be authorized by law, this charter, by-law or other vote of the town meeting.

2.2.2 The moderator shall appoint a deputy moderator at the spring town meeting, subject to ratification of the town meeting, to serve at any session of an annual or special town meeting in the event of the moderator's absence or disability. The deputy moderator may also temporarily serve when the moderator has a conflict of interest or when the appearance of a conflict of interest arises, as determined by the moderator, with regard to a particular article or matter under consideration.

2.2.3 In the absence of the moderator and the deputy moderator at any session of a town meeting, the town clerk shall open the meeting and preside over the election of an acting moderator; provided, however, that if the moderator, the deputy moderator and the town clerk are absent, the presiding officer shall be determined as provided for by law.

Section 2.3: The Town Report

The select board shall publish an annual town report and make it available not less than 14 days before the spring town meeting; provided, however, that failure to comply with this section shall not prevent the town meeting from proceeding.

Section 2.4: Special Town Meetings

A special town meeting shall be held at the call of a majority of the full select board in order to transact the legislative business of the town in an orderly manner. A special town meeting shall also be held on the petition of not less than 200 voters or 20 per cent of the total number of voters, whichever is less.

Section 2.5: Warrants

Every town meeting shall be called by a warrant issued by the select board that shall state the time and place at which the meeting is to convene and, by separate articles, shall identify the subject matters to be acted upon. The publication of the warrant for every town meeting shall be in accordance with the General Laws and by-laws governing such matters.

Section 2.6: Initiation of Warrant Articles

2.6.1 Initiation - Subject to section 2.6.3, the select board shall receive petitions addressed to it that request the submission of any matter to the town meeting and that are filed by: (i) a department head; (ii) a multiple-member body acting by a majority of its members then in office; (iii) any 10 voters for a session of the annual town meeting; or (iv) any 100 voters for a special town meeting.

2.6.2 Inclusion on the Warrant - Spring and Fall Session of the Town Meeting - When a spring or fall session of the town meeting is to be called, notice shall be given by posting attested copies of the warrant in not less than 2 public places in the town and by publishing notice of the meeting in a local newspaper not less than 14 days before the day appointed for the meeting. The select board shall include in the warrant the subject matter of all petitions received by the board not less than 60 days before the date fixed by by-law for the session of the spring or fall session of the town meeting to convene. Unless specified otherwise in this charter, the content, scheduling and notice requirements for a spring or fall session of the town meeting shall be the same as provided for an annual town meeting pursuant to section 10 of chapter 39 of the General Laws.

2.6.3 Inclusion on the Warrant - Special Town Meeting - If a special town meeting is to be called, notice shall be given by posting attested copies of the warrant in not less than 2 public places in the town and by publishing notice of the meeting in a local newspaper not less than 14 days before the day appointed for the meeting. The select board shall include in the warrant the subject matter of all petitions received by the board not less than 20 days before the day appointed for the meeting. Unless specified otherwise in this charter, the content, scheduling and notice requirements for a special town meeting shall be the same as provided for a special town meeting pursuant to section 10 of chapter 39 of the General Laws.

Section 2.7: Availability of Town Officials at Town Meetings; Conflicting Meetings

2.7.1 Every chairperson of each multiple-member body and every department head shall attend all sessions of town meetings. If a chairperson of a multiple-member body or department head shall be absent from a town meeting due to illness or other reasonable cause, that person shall designate a deputy to attend the meeting and represent the multiple-member body or department. If a person designated to attend a town meeting under this section is not a voter, the person may, notwithstanding the person's voter status, address the meeting to fulfill the objectives of this section.

2.7.2 A meeting of a multiple-member body or town agency shall not be convened or be in session during a session of any town meeting except as part of the town meeting.

Section 2.8: Clerk of the Meeting

The town clerk shall serve as clerk of the town meeting, give public notice of all adjourned sessions of the town meeting, record its proceedings and perform such additional duties in connection therewith as may be provided by law, this charter, by-law or town meeting vote.

Section 2.9: Rules of Procedure

The town meeting may, by by-law, establish, amend, revise or repeal rules to govern the conduct of all town meetings.

Section 2.10: General Powers and Duties

The town meeting shall provide for the exercise of all of the powers of the town and for the performance of all duties and obligations imposed upon the town that are not otherwise provided for by law, this charter or by-law.

Section 2.11: Report to the Voters

There shall be published for every town meeting a copy of the warrant, together with its articles, and a report to the voters that shall contain the explanation and relevant data submitted by the proponents of each article; provided, however, that the town manager may direct that voluminous supporting material necessary for consideration of particular articles be made reasonably available for inspection at public locations before the town meeting in lieu of inclusion in the written report to the voters. The written report for each town meeting shall include: (i) the written report of the planning board setting forth its findings and recommendations as to all zoning articles; (ii) the written report of the finance committee, which shall set forth its findings, conclusions and recommendations and its reasons therefor regarding all of the monetary articles in the warrant; and (iii) with respect to each warrant article, in addition to the reports of the planning board and the finance committee, the written report of a proponent or sponsor of a warrant article and of a multiple-member body or town agency that is required to review, recommend or sponsor the warrant article by law, appointment or otherwise.

The report for the town meeting shall also include, as an appendix, the capital improvement plan defined in section 6.6 setting forth the proposed capital outlay program for the ensuing fiscal year for the information and guidance of town meeting. The select board shall have the opportunity to include in the report its conclusions and recommendations, including its reasons

~~therefore, regarding articles in the warrant that relate to its general superintendence over the administration of town affairs. There shall be published for every town meeting a copy of the warrant, together with its articles, and a report to the voters that shall contain the explanation and relevant data submitted by the proponents of each article; provided, however, that the town manager may direct that voluminous supporting material necessary for consideration of particular articles be made reasonably available for inspection at public locations before the town meeting in lieu of inclusion in the written report to the voters. The written report for each spring town meeting shall include: (i) the written report of the planning board setting forth its findings and recommendations as to all zoning articles; (ii) the written report of the finance committee, which shall set forth its findings, conclusions and recommendations and its reasons therefor regarding all of the monetary articles in the warrant; and (iii) with respect to each warrant article, in addition to the reports of the planning board and the finance committee, the written report of a proponent or sponsor of a warrant article and of a multiple member body or town agency that is required to review, recommend or sponsor the warrant article by law, appointment or otherwise.~~

~~The report for the spring town meeting shall also include, as an appendix, the capital improvement plan defined in section 6.6 setting forth a five year capital outlay program for the information and guidance of town meeting. The select board shall have the opportunity to include in the report its conclusions and recommendations, including its reasons therefor, regarding articles in the warrant that relate to its general superintendence over the administration of town affairs.~~

The report shall be made available to residents of the town by a method determined by the select board not later than 7 days before the date on which the opening session of the spring town meeting is to be held; provided, however, that the failure to make the report available shall not prohibit a town meeting from acting upon any matters set forth in the warrant and shall not affect the validity of the proceedings at a town meeting.

ARTICLE 3: ELECTED OFFICERS

Section 3.1: General

3.1.1 Elective Town Offices - The town offices that the voters shall fill by ballot shall be: (i) the town moderator; (ii) the members of the select board; (iii) the town's component of the Groton-Dunstable Regional School Committee; (iv) the commissioners of trust funds; (v) the elected members of the Groton Housing Authority; (vi) the members of the planning board, public library board of trustees, Groton electric light commission, Groton water commission, Groton sewer commission, park commission, board of health and board of assessors; and (vii) other officers or representatives to regional authorities or districts as may be established by law or by interlocal agreement that shall also be filled by ballot at a town election.

3.1.2 Town Election - The annual election by ballot of elective town officers and voting on any questions required by law to be placed upon the official ballot shall be held on a date fixed by by-law.

3.1.3 Eligibility - A voter shall be eligible to hold an elective town office unless prohibited by law; provided, however, that a select board member shall not simultaneously hold another elected position.

3.1.4 Compensation - Elected officers shall receive the compensation for their services that may be appropriated at the spring town meeting for such purpose.

3.1.5 Availability - Notwithstanding a town officer's election by the voters, a town officer under this section shall be subject to the call of the select board or the town manager at all reasonable times for consultation, conference and discussion on any matter related to the officer's respective office. Similarly, multiple-member bodies or other appointees shall be subject to the call of the select board or the town manager at all reasonable times for discussion on any matter related to their respective offices.

3.1.6 Filling of Vacancies

3.1.6.1 Moderator - If there is a failure to elect a town moderator or if a vacancy occurs in the office of town moderator, the select board shall appoint a suitable person to serve until the next town election.

3.1.6.2 Elected Multiple-Member Body - If there is a failure to elect a member of a multiple-member body or if a vacancy occurs in the membership of an elected multiple-member body, the remaining members of the multiple-member body shall give notice of the vacancy to the select board and to the public. The select board and the remaining members of the multiple-member body shall, at least 1 week after notice of the date on which the vote is to be taken, fill the vacancy until the next town election by a joint vote. The affirmative votes of the majority of the persons entitled to vote on the vacancy shall be necessary for the election.

3.1.6.3 Select Board - If there is a failure to elect a select board member or if a vacancy occurs in the membership of the select board, the remaining select board members may call a special election to fill the vacancy or shall call the special election upon the written request of not less than 200 voters.

3.1.7 Recall Provision for Elected Officers

3.1.7.1 Application - An elected officer may be recalled if the recall election occurs more than 6 months before the end of the officer's elective term.

3.1.7.2 Recall Petition - Two per cent of the voters may file with the town clerk an affidavit containing the name of the officer sought to be recalled and a statement of the grounds for the recall. Upon receiving the affidavit, the town clerk shall deliver to the voters making the affidavit copies of petition blanks demanding the recall. The petition blanks shall contain the following heading: "Initiating a recall is a serious process and should not be undertaken lightly." The blanks shall be issued by the town clerk with an official signature and official seal. The blanks shall be dated, addressed to the select board, contain the names of the first 10 signers of the affidavit, the name of the person whose recall is sought and the grounds for recall as stated in the affidavit and demand the election of a successor to the office. A copy of the affidavit and recall petition shall be entered in a record book to be kept in the office of the town clerk. The recall petitions shall be returned and filed with the town clerk not more than 45 days after the date of the filing of the affidavit and shall be signed by not less than 20 per cent of the voters as of the date the affidavit was filed with the town clerk.

The town clerk shall, within 1 business day of receipt of the petitions, submit the petitions to the registrars of voters in the town. The registrars shall, within 5 business days of the submission of the petitions, certify thereon the number of signatures that are names of voters.

3.1.7.3 Recall Election - If the petitions are certified by the registrars of voters to be sufficient, the town clerk shall submit the petitions with the certificate to the select board. Upon receipt of the certificate, the select board shall immediately give written notice of the petition and certificate by certified mail to the officer whose recall is sought. If the officer does not resign the office within 5 days after delivery of the notice, the select board shall immediately order an election to be held on a date fixed by them not less than 64 days nor more than 90 days after the date that the election is called; provided, however, that if another town election is to occur no more than 100 days after the date the election is called, the select board shall postpone the

holding of the recall election to the date of the other election. If the officer resigns after a recall election has been ordered, the election shall nevertheless proceed as provided in this section.

3.1.7.4 Nomination of Candidates - An officer whose recall is sought may be a candidate to succeed to the office if the vote on the recall is in the affirmative. The nomination of other candidates, the publication of the warrant for the recall election and the conduct of the recall election shall be in accordance with the laws relating to elections unless otherwise provided in this section.

3.1.7.5 Office Holder - The incumbent shall continue to perform the duties of the office during the recall procedure. If the incumbent is not removed, the incumbent shall continue in the office for the remainder of the unexpired term, subject to recall as before. If recalled at the recall election, the incumbent shall be removed.

3.1.7.6 Ballot Proposition - Ballots used in a recall election shall contain the following propositions in the order indicated:

Shall the town of Groton recall (name of officer) Yes No

Below the propositions shall appear the word "Candidates", the directions to the voters required by section 42 of chapter 54 of the General Laws and, below the directions, the names of candidates nominated in accordance with the laws relating to elections. If a majority of the votes cast on the question of recall is in the affirmative, the candidate receiving the highest number of votes shall be declared elected. If a majority of the votes on the recall question is in the negative, the ballots for the candidates shall not be counted.

3.1.7.7 Repeat of Recall Election - A recall shall not be filed against an officer subjected to a recall election and not recalled thereby until not less than 6 months after the election at which the recall was submitted to the voters.

3.1.7.8 Office Holder Recalled - A person who has been recalled from an office or who has resigned from an office while recall proceedings were pending against the person shall not be appointed to a town office within 2 years after the date of the recall vote or resignation.

Section 3.2: Select Board

3.2.1 Composition, Term of Office - There shall be a select board consisting of 5 members elected for terms of 3 years each, arranged so that the terms of office of as nearly an equal number of members as possible shall expire each year. A select board member shall not hold another position of the town that is compensated and eligible for medical benefits during the member's term of office.

3.2.2 Powers and Duties - The executive powers of the town shall be vested in the select board, which shall be the chief executive office of the town. The select board shall possess all of the executive powers that a select board may possess and exercise, except those powers and duties assigned by this charter, by-law or town meeting vote to the town manager. The select board shall:

- (i) serve as the principal goal-setting and policy-making town agency for matters within its statutory authority and for those matters for which the town meeting has directed the board to act;
- (ii) be responsible for the formulation and promulgation of policy to be followed by all town agencies serving under it;
- (iii) in conjunction with other elected officers and multiple-member bodies, develop and promulgate policy guidelines designed to bring all town agencies into harmony;

(iv) award and execute all contracts for services and supplies for all departments and agencies of the town, other than the Groton-Dunstable Regional School Committee; provided, however, that the select board, at its sole discretion, may delegate this authority to any department head or agency by a vote of the board at a posted meeting; and

(v) ~~One Member of the Select Board and the Town Manager shall sign all payroll and expense warrants, sign all payroll and expense warrants; provided, however, that the select board, at its sole discretion, may delegate this authority for a period of not more than 30 days to a select board member and the town manager or a select board member and the acting town manager by a vote of the board at a posted meeting.~~

3.2.3 Licensing Authority - The select board shall be the licensing board of the town and may issue licenses, make reasonable rules and regulations regarding the issuance of licenses and attach to a license the conditions and restrictions that it deems to be in the public interest; provided, however, that such rules, regulations, conditions and restrictions shall not be incompatible with applicable law. The select board shall enforce the laws relating to all businesses for which it issues licenses. The select board may delegate its licensing authority unless specifically prohibited by law.

3.2.4 Appointing Authority - ~~The select board shall appoint the town manager, town counsel, a zoning board of appeals, board of registrars, conservation commission, council on aging, housing partnership, local cultural council and other committees as required by law, by-law or town meeting vote. The select board shall appoint the town manager, town counsel, a zoning board of appeals and a board of registrars. The select board shall appoint a police chief, fire chief and town clerk consistent with clause (v) of section 4.2; provided, however, that the police chief shall serve under section 97A of chapter 41 of the General Laws and the fire chief shall serve under section 42 of chapter 48 of the General Laws. The select board shall appoint a conservation commission, council on aging, housing partnership, local cultural council and other committees as required by law, by-law or town meeting vote. [Amended by Chapter 41 of the Acts of 2022]~~

3.2.5 Investigations - The select board may investigate the affairs of the town and the conduct of any town agency, including any doubtful claims against the town. Copies of the full text of the report on the results of any such investigation shall be placed on file in the office of the select board, the office of the town clerk and the public library and a report summarizing the results of the investigation shall be printed in the next annual town report.

3.2.6 Day to Day Business - Except in the case of an emergency, this section shall not authorize a select board member or a majority of its members to become involved in the day-to-day administration of a town board, department or agency.

Section 3.3: Regional School Committee

3.3.1 Composition, Term of Office - The Groton-Dunstable Regional School District provides public education, pre-kindergarten to high school, inclusive, and related services to the towns of Groton and Dunstable under the terms of a regional agreement between the towns. Pursuant to the regional agreement, there is a Groton- Dunstable Regional School Committee consisting of 7 members elected for 3- year terms, the terms being arranged so that the terms of office of as nearly an equal number of members as possible shall expire each year. The number of members elected by each town is governed by the terms of the regional agreement, as it may be amended.

3.3.2 Powers and Duties - The Groton-Dunstable Regional School Committee shall have all of the powers and duties that are given to regional school committees under the constitution, laws and regulations of the commonwealth and such

additional powers and duties as may be authorized by the regional agreement, by-law or other vote of the town meetings of both the towns of Groton and Dunstable.

Section 3.4: Town Moderator

3.4.1 Term of Office - There shall be a moderator elected for a 3-year term.

3.4.2 Powers and Duties - The moderator shall be the presiding officer of the town meeting, pursuant to section 2.2, and regulate its proceeding and perform other duties as may be provided by law, this charter, by-law or town meeting vote.

3.4.3 Appointments - The moderator shall make appointments provided for by law, this charter or by-law.

3.4.4 Deputy Moderator - At the opening of the spring town meeting, the moderator shall appoint a voter to serve as deputy moderator pursuant to section 2.2.

Section 3.5: Groton Housing Authority

3.5.1 Composition, Term of Office - There shall be a Groton Housing Authority that shall have the membership and terms of office prescribed in the General Laws.

3.5.2 Powers and Duties - The Groton Housing Authority shall conduct studies of the housing needs of the community and shall provide programs to make available housing for low- income families and elderly persons. The Groton Housing Authority shall have such other powers and duties as are assigned to housing authorities by law.

Section 3.6: Planning Board

3.6.1 Composition, Term of Office - There shall be a planning board that shall consist of 7 members, each elected for a 3-year term. The terms shall be arranged so that the terms of as nearly an equal number of members as possible shall expire each year.

3.6.2 Powers and Duties - The planning board shall have the powers and duties given to planning boards under the constitution and laws of the commonwealth and such additional powers and duties as may be authorized by this charter, by-law or town meeting vote.

Section 3.7: Groton Electric Light Commission

3.7.1 Composition, Term of Office - There shall be a Groton electric light commission that shall consist of 3 members, each serving for a 3-year term. The terms shall be arranged that the term of 1 member shall expire each year.

3.7.2 Powers and Duties - The Groton electric light commission shall set the policy direction of the Groton electric light department, which provides electric power to the town, consistent with chapter 164 of the General Laws; provided, however, that if a provision of this charter shall conflict with said chapter 164, said chapter 164 shall govern.

Section 3.8: Library Board of Trustees

3.8.1 Composition, Term of Office - There shall be a board of trustees of the public library that shall consist of 6 members, each serving for a 3-year term. The terms shall be arranged so that the terms of 2 members shall expire each year.

3.8.2 Powers and Duties - The trustees of the public library shall establish written policies governing library activities and services, engage in ongoing planning that assesses the needs and the role of the library in the community, ensure that the library meets the community's needs, work on preparation of the annual library budget and its adoption by the town, monitor and oversee maintenance of the buildings and grounds and regularly review facility needs, hire and evaluate the library

director and work with the human resources director on job classifications for all staff, promote the library and act as library advocates in the community, study and support legislation that will benefit the library and the larger community and have such other powers and duties as provided for by law, this charter and by-law.

3.8.3 Appointments - The trustees of the public library shall appoint the library director and such other appointments as provided for by law, this charter or by-law.

Section 3.9: Board of Assessors

[Section 3.9 renumbered from Section 3.10 by Chapter 41 of the Acts of 2022]

3.9.1 Composition, Term of Office and Eligibility for Office - There shall be a board of assessors that shall consist of 3 members elected for 3-year terms. An employee in the

assessors' office shall not simultaneously hold an elected position as a member of the board of assessors.

3.9.2 Powers and Duties - The board of assessors shall have the powers and duties given to boards of assessors under the constitution and laws of the commonwealth and directives of the commissioner of revenue and such additional powers and duties as may be authorized by this charter, by-law or town meeting vote that are not in conflict with laws of the commonwealth and regulations and directives of the department of revenue except as otherwise provided in this charter.

Section 3.10: Other Elected Officers

[Section 3.10 renumbered from Section 3.11 by Chapter 41 of the Acts of 2022]

3.10.1 Powers and Duties - All other elected officers shall have the powers and duties that have been conferred upon their offices by law, this charter, by-law or town meeting vote.

ARTICLE 4: TOWN MANAGER

Section 4.1: Appointment, Qualifications and Review Procedure

4.1.1 The select board shall, by an affirmative vote of the majority of the full board, appoint or reappoint a town manager for a term of not more than 3 years and fix the compensation of the town manager within the amount annually appropriated for that purpose. If a vacancy shall occur in the office of town manager, the select board shall appoint a town manager screening committee to identify qualified candidates for the position. The office of the town manager shall not be subject to the town's salary administration plan. The town manager shall be appointed solely on the basis of the town manager's executive and administrative qualifications. The town manager shall be a professionally qualified person of proven ability, especially fitted by education, training and previous experience to perform the duties of the office. The town manager shall not have served in an elective office in the town government for at least 1 year before being appointed. The town may establish additional qualifications for the town manager by by-law as necessary or appropriate.

4.1.2 The position of town manager shall be a full-time position. The town manager shall devote the town manager's best efforts to the office and shall not hold another public office, elective or appointive, or engage in any business or occupation during the town manager's term unless the action is fully disclosed and approved by the select board in advance and in writing.

4.1.3 The select board shall provide for an annual review of the job performance of the town manager that shall, at least in summary form, be a public record in accordance with the personnel by-laws or accepted evaluation process.

Section 4.2: Powers and Duties

The town manager shall be the chief administrator of the town and shall be responsible to the select board for the proper administration of all town affairs placed in the town manager's charge by this charter. The powers and duties of the town manager shall include, but not be limited to:

(i) ~~(i) ——— managing, supervising, and being responsible for the efficient and coordinated administration of all town functions as may be authorized by this Charter, by-law, town meeting vote or the select board, including all appointed officials, employees, department heads and their respective departments~~ managing, supervising and being responsible for the efficient and coordinated administration of all town functions under the town manager's control as may be authorized by this charter, by-law, town meeting vote or the select board, including all department heads and their respective departments;

(ii) ~~unless otherwise required by law, this charter or by-law, managing and coordinating the administrative activities of all town agencies; provided, however, that elected officers or their representatives shall be required to meet with the town manager at reasonable times to effect coordination and cooperation among all town agencies;~~

(iii) ~~——— appointing and removing a police chief, fire chief and town clerk pursuant to the policy established by the select board; provided, however, that the police chief shall serve under section 97A of chapter 41 of the General Laws and the fire chief shall serve under section 42 of chapter 48 of the General Laws; provided, however, that an appointment made by the town manager shall be confirmed by the select board not more than 15 days after the date on which the town manager files notice of the action with the select board; and provided further, that failure by the select board to confirm an appointment in that 15-day period shall constitute rejection of the appointment.~~

(iv) ~~appointing and removing department heads, officers and subordinates and employees and other appointed members of town government for whom no other method of appointment or removal is provided in this charter or by-law; provided, however, that an appointment made by the town manager shall be confirmed by the select board not more than 15 days after the date on which the town manager files notice of the action with the select board; and provided further, that failure by the select board to confirm an appointment in that 15-day period shall constitute rejection of the appointment;~~ appointing and removing department heads, other employees and paid members of town government for whom another method of appointment or removal is not provided in this charter or by-law; provided, however, that an appointment made by the town manager shall be confirmed by the select board not more than 15 days after the date on which the town manager files notice of the action with the select board; and provided further, that failure by the select board to confirm an appointment in that 15-day period shall constitute rejection of the appointment;

(iv) ~~——— nominating for appointment or removal volunteer members of town government for whom another method of appointment or removal is not provided for in this charter or by-law; provided, however, that a nomination for appointment or removal made by the town manager shall be confirmed by the select board not more than 15 days after the date on which the town manager files notice of the action with the select board; and provided further, that failure by the select board to confirm a nomination in not more than 15 days shall constitute rejection of the nomination;~~

(v) ~~——— if a vacancy occurs in the office of police chief, fire chief or town clerk, selecting and presenting not less than 2 qualified candidates to the select board for appointment by the board to the office pursuant to section 3.2.4; [Amended by Chapter 41 of the Acts of 2022]~~

~~(v)~~ acting as a negotiator for all collective bargaining agreements to which the select board is a party, subject to ratification by the select board;

~~(vi)~~ conducting or reviewing annual performance evaluations of all employees subject to the town manager's or the select board's appointment and consulting with elected and appointed boards to contribute to the preparation of the evaluations of department heads associated with the boards;

~~(vii)~~ fixing the compensation of all employees appointed by the town manager within the limits established by the overall approved budget, the personnel by-laws, the town's wage and classification schedule and collective bargaining or other agreements;

~~(viii)~~ attending all regular and special meetings of the select board unless excused at the town manager's request and having a voice, but not a vote, in all discussions;

~~(ix)~~ attending all sessions of the town meeting and answering all questions directed to the town manager that are related to the office of the town manager or concerning which the town manager possesses the relevant information;

~~(x)~~ assuring that all laws, this charter, by-laws, town meeting votes and directives of the select board that require enforcement by the town manager or employees subject to the town manager's direction and supervision are faithfully carried out;

~~(xi)~~ preparing and submitting annual operating budgets and capital improvement programs pursuant to article 6;

~~(xii)~~ coordinating the preparation of the town's annual report;

~~(xiii)~~ overseeing the preservation, management and administration of all town records so as to facilitate access to them; and

~~(xiv)~~ performing such duties as necessary or as may be assigned by this charter, by-law, town meeting vote or the select board.

Section 4.3: Removal and Suspension

4.3.1 The select board may, by the affirmative vote of 4 of its members, terminate and remove or suspend the town manager from office in accordance with the procedure under this section.

4.3.1.1 The select board shall adopt a preliminary resolution of removal which shall state the reason for removal, by the affirmative vote of 4 members. The preliminary resolution may provide for the suspension of the town manager for not more than 45 days. A copy of the preliminary resolution shall be delivered to the town manager not more than 48 hours after its adoption.

4.3.1.2 Not more than 7 days after receipt of the preliminary resolution, the town manager may request a public hearing by filing a written request for it with the select board. The hearing shall be held at a meeting of the select board not more than 20 days, but not less than 3 days, after the request has been filed. The town manager may file a written statement with the select board responding to the reason stated in the preliminary resolution of removal; provided, however, that the statement shall be received at the office of the select board more than 48 hours before the public hearing.

4.3.1.3 If the town manager has not requested a hearing pursuant to paragraph 4.3.1.2, the select board may, by the affirmative vote of 4 of its members, adopt a final resolution of removal not less than 10 days, but not more than 21 days, after the date of delivery of a copy of the preliminary resolution to the town manager. If the town manager has requested a public hearing pursuant to paragraph 4.3.1.2, the select board may, by the affirmative vote of 4 of its members, adopt a final

resolution of removal not more than 21 days after the close of the hearing unless the parties agree to a longer period. Failure to adopt a final resolution of removal within the time allowed in this section shall nullify the preliminary resolution of removal and the town manager shall, at the expiration of the time, resume the duties of the office.

4.3.1.4 Any action by the select board to terminate and remove or suspend the town manager shall be conducted pursuant to sections 18 to 25, inclusive, of chapter 30A of the General Laws.

4.3.2 The action of the select board in terminating and removing or suspending the town manager shall be final.

Section 4.4: Vacancy in the Office of the Town Manager

4.4.1 Permanent Vacancy - The select board shall fill a permanent vacancy in the office of the town manager pursuant to section 4.1.1 as soon as possible after a vacancy occurs. Pending the appointment of a town manager or the filling of a vacancy in the office of the town manager, the select board shall, within 14 days, appoint a person capable of temporarily performing the duties of the town manager until a permanent replacement is appointed.

4.4.2 Temporary Absence or Disability - The town manager may designate, by letter filed with the town clerk and select board, a capable person to perform the duties of town manager during a temporary absence or disability for a period of not less than 7 days. If the town manager fails to make such a designation or if the person so designated is unable to serve, the select board may designate some other capable person to perform the duties of the town manager. If the absence or disability lasts more than 30 days, a designation by the town manager shall be subject to approval by the select board.

4.4.3 Powers and Duties - The powers and duties of the acting town manager under paragraphs 4.4.1 and 4.4.2 shall be limited to matters not permitting of delay and shall include authority to make temporary, emergency appointments or designations to town offices or employment; provided, however, that an acting town manager shall not make permanent appointments or designations unless authorized by the select board.

Section 4.5: Screening Committee

4.5.1 If a vacancy shall occur in the office of town manager, a screening committee shall be established to solicit, receive and evaluate applications for the position of town manager. The screening committee shall consist of 7 persons, 3 of whom shall be designated by the select board, of which only 1 may be a select board member, 2 of whom shall be designated by the finance committee, of which only 1 may be a member of the finance committee, and 2 of whom shall be designated by the town moderator. A person chosen by an appointing authority may be a member of the appointing authority's agency; provided, however, that there shall not be more than 1 select board member and not more than 1 member of the finance committee on the screening committee. **[Amended by Chapter 41 of the Acts of 2022]**

4.5.2 Not more than 21 days after the notice of the vacancy or pending vacancy in the office of town manager, the town clerk shall call and convene a meeting of the screening committee. The screening committee shall meet to organize and plan a process to advertise the vacancy or pending vacancy and to solicit by other means candidates for the office. The committee shall proceed to meet, notwithstanding the failure of any town appointing authority to designate a representative to it.

4.5.3 The screening committee shall review all applications that are received by it, screen all such applicants by checking and verifying work records and other credentials and provide for interviews to be conducted with the number of candidates as it deems necessary, desirable or expedient.

4.5.4 Not more than 90 days after the date on which the screening committee meets to organize, the committee shall submit to the select board the names of not less than 3 persons and not more than 5 persons that the screening committee believes to be

best suited to perform the duties of the town manager. The select board shall, not more than 60 days after the date of receipt of the list of nominees, choose 1 candidate from the list to fill the position of town manager or reject the nominees and direct that the committee resume its search.

4.5.5 Upon the appointment of a town manager, the screening committee shall be discharged.

ARTICLE 5: ADMINISTRATIVE ORGANIZATION

Section 5.1: Organization of Town Agencies

The organization of the town into operating agencies for the provision of services and administration of government may be accomplished by any method consistent with law and this charter, including the adoption of by-laws, appropriation of funds or adoption of rules and regulations by appropriate entities. The town manager may, with the approval of the select board and consistent with law and this charter, establish, reorganize, consolidate or abolish any department or position under the town manager's direction and supervision.

Section 5.2: Merit Principle

All appointments and promotions of employees shall be made solely on the basis of merit and fitness demonstrated by examination or other evidence of competency and suitability.

Section 5.3: Department of Finance

5.3.1 There shall be a department of finance in the town that shall report to the town manager. There shall be within the department an appointed town accountant, an appointed treasurer-collector and an appointed principal ~~assistant~~ assessor. The department shall be responsible for the performance of all the fiscal and financial activities of the town. The town manager shall serve as the finance director; provided, however, that the town manager may, at the town manager's discretion, appoint another person to serve as the finance director. The appointment shall be subject to confirmation by the select board in accordance with [clause-subsection](#) (iii) of section 4.2.

5.3.2 The town manager and the department of finance shall assume all of the powers, duties and responsibilities related to municipal finance activities and the coordination of those activities with the activities of all other town agencies. The department of finance shall have such additional powers, duties and responsibilities with respect to municipal finance as the town may provide by by-law.

5.3.3 The department of finance shall assure that complete and full records of the financial and administrative activities of the town are maintained and shall render written reports, which shall include a full accounting of all town administrative and financial operations, to the select board and the finance committee at least once each calendar quarter. The quarterly reports shall be rendered not more than 30 days after the end of the calendar quarter to which they apply and shall be made available to the public in accordance with the requirements of section 10 of chapter 66 of the General Laws. Additional reports shall be rendered to the select board at the board's request.

5.3.4 The town manager and the department of finance shall collaborate with the finance committee to prepare, maintain and present to the select board and the town meeting a 5- year financial plan for the town.

5.3.5 Town Accountant - The town accountant shall be appointed by the town manager for a term of not more than 3 years, subject to confirmation by the select board pursuant to [clause-subsection](#) (iii) of section 4.2. The town accountant shall have all of the powers and duties vested in the office of town accountant by law, this charter, by-law or town meeting vote.

5.3.6 Treasurer-Collector - The treasurer-collector shall be appointed by the town manager for a term of not more than 3 years, subject to confirmation by the select board pursuant to ~~elause-subsection~~ (iii) of section 4.2. The treasurer- collector shall have all the powers and duties vested in the office of treasurer-collector by law, this charter, by-law or town meeting vote.

5.3.7 Principal ~~Assistant~~-Assessor - The principal ~~assistant~~ assessor shall be appointed by the town manager for a term of not more than 3 years, subject to confirmation by the select board pursuant to subsection (iii) of section 4.2. The principal assistant assessor shall have all of the powers and duties vested in the office of principal assistant assessor by this charter, by-law or town meeting vote and in the office of assistant assessor by law.

Section 5.4: Department of Public Works

5.4.1 There shall be a department of public works that shall be under the direction of a director. The director shall be appointed by the town manager, subject to confirmation by the select board pursuant to ~~elause-subsection~~ (iii) of section 4.2. The director shall serve as and perform the duties of a highway surveyor as set forth in the General Laws.

5.4.2 The principal functions of the department of public works shall include:

- (i) construction, maintenance, repair and cleaning of town roads, sidewalks, storm drains, bridges, dikes and other public way related structures;
- (ii) maintenance, repair and cleaning of all buildings owned or leased by the town, except those of the regional school district;
- (iii) maintenance of the old cemetery, parks, parking areas and recreational and beach facilities, except those of the regional school district;
- (iv) snow removal, including the salting and sanding of roads, except those of the regional school district;
- (v) supervision of the collection and disposal of garbage and other refuse and the maintenance and operation of all facilities for the disposal of the same;
- (vi) supervision, care and replacement of trees;
- (vii) providing for, or causing to be provided for, the maintenance and repair of certain town-owned vehicles; and
- (viii) such other functions as may be prescribed by the town manager.

5.4.3 Powers and Duties - The department of public works shall work in close coordination with the necessary town boards and departments to enable the effective and efficient performance of its duties pursuant to the General Laws, this charter, the by-laws or by vote of the town meeting.

Section 5.5: Information Technology

There shall be a department of information technology that shall plan, coordinate and maintain the town's information assets. ~~Section 5.6: Personnel Board~~

~~5.6.1 — Composition, Term of Office — There shall be a personnel board that shall consist of 3 members appointed by the select board. Members shall serve for 3 year terms; provided, however, that the terms shall be arranged in such a manner that the term of office of 1 member shall expire each year.~~

~~5.6.2 Powers and Duties - The personnel board shall function as an advisory board to the human resources director, town manager and select board in the management of human resources for the town.~~

ARTICLE 6: FINANCE AND FISCAL PROCEDURES

Section 6.1: Fiscal Year

The fiscal year of the town shall begin on July 1 and shall end on June 30 unless another period is required by the General Laws.

Section 6.2: Finance Committee

6.2.1 Composition, Term of Office - There shall be a finance committee that shall consist of 7 voters appointed by a 3-person committee that shall consist of the chair of the select board, the chair of the finance committee and the town moderator; provided, however, that if the chair of the finance committee is being considered for reappointment, the finance committee shall select another member who is not being considered for reappointment. Members of the finance committee shall serve 3-year terms; provided, however, that the terms shall be so arranged that the terms of office of as nearly an equal number of members as possible shall expire each year. The finance committee shall appoint a chair and a deputy chair to run meetings and present the finance committee's recommendations during the town budget process.

6.2.2 Roles and Responsibilities

The finance committee shall:

- (i) serve as the advisors to the town meeting, the select board, the town manager and the department of finance on all matters pertaining to the budget, including budgeting strategy and goals and the balancing of revenues and expenditures;
- (ii) together with the select board, town manager and department of finance, develop a budget strategy and set financial goals for each fiscal year;
- (iii) present the finance committee's annual budget at the spring town meeting;
- (iv) consult with the select board and the town manager prior to collective bargaining to develop a strategy aligning with the town's long-term budgetary strategy and goals;
- (v) review the preliminary results of collective bargaining to ensure alignment with long-term budgetary strategy and goals; and
- (vi) perform any other duties as may be required by law.

Section 6.3: Annual Review of Financial Policies

Annually, the select board and the finance committee shall review and update the town's overall financial management policy. When reviewing and updating the policy, the select board and the finance committee shall seek input from the town manager, the department of finance and other advisors.

Section 6.4: The Budget

6.4.1 Budget Process - The select board, the town manager, the department of finance and the finance committee shall meet annually not later than ~~October 31~~November 30 to determine the budgetary goals for the subsequent fiscal year. The

town manager shall, after that meeting but not later than January 31, submit to the finance committee and the select board a proposed budget for the next fiscal year that shall be accompanied by a budget message, a summary and supporting documents that follow the agreed-upon budget goals. The proposed budget shall be balanced.

6.4.2 Proposed Budget - The proposed budget shall provide a complete financial plan for all town funds and activities for the ensuing fiscal year. Unless otherwise required by the General Laws, the proposed budget shall be in the form that the town manager, the select board and the finance committee shall deem desirable. In the presentation of the proposed budget, the town manager shall furnish information in a complete, clear and concise manner and in accordance with best practices of financial reporting and control. The proposed budget shall show, in detail, all estimated income from the proposed property tax levy and all other sources and all proposed expenditures, including debt service, for the following year. The proposed budget shall be arranged to show the actual and estimated income and expenditures for the previous, current and ensuing fiscal years and shall indicate in separate sections:

- (i) proposed expenditures for current operations during the ensuing fiscal year, detailed by town agency and position in terms of work programs, and the proposed method for financing each such expenditure; and
- (ii) proposed capital expenditures during the ensuing fiscal year, detailed by town agency, and the proposed method for financing each such capital expenditure.

6.4.3 Budget Summary - The summary of the proposed budget shall identify deviations from the current operating budget and outline the reasons for these changes. The town manager shall cause a summary of the operating budget to be published in a local newspaper and placed on the town's website contemporaneously with the submission to the finance committee. The publication shall indicate the times and places at which copies of the proposed budget with the accompanying documentation shall be available for examination by the public.

6.4.4 Budget Message - The budget message of the town manager shall: (i) explain the budget for all town agencies, both in fiscal terms and in terms of work programs; (ii) outline proposed financial policies of the town for the ensuing fiscal year; (iii) describe important features of the budget; (iv) indicate any major variations from the current year in financial policies, expenditures and revenues, together with the reasons for such changes; (v) summarize the town's debt position; and (vi) include any other material that the town manager deems desirable or that the select board may reasonably require.

Section 6.5: Action on the Budget

6.5.1 The finance committee shall, upon receipt of the proposed budget from the town manager, consider in public meetings detailed expenditures for each town department and agency and may confer with representatives of each town agency in connection with the committee's review and consideration. The finance committee may require the town manager or any town agency to furnish the committee with such additional information as the committee may deem necessary to assist the committee in its review and consideration of the proposed budget.

Not less than 14 days before the opening of the spring town meeting, the finance committee shall file with the town clerk a report containing the committee's proposed budget and comments or recommendations regarding differences between the committee's proposed budget and the proposed budget submitted by the town manager. Not less than 14 days before the opening of the spring town meeting the report shall be made available to voters of the town by publication on the town's website and by leaving copies of the report in not less than 2 public places in the town. Copies of the report shall be made available to voters at the opening of the spring town meeting. The failure to file the report with the town clerk in a timely manner or to publicize the report by posting on the town's website or in 2 public places in the town shall not prohibit the town meeting from voting on the budget and shall

~~not affect the validity of any vote taken on the budget at town meeting. The finance committee shall, upon receipt of the proposed budget from the town manager, consider in public meetings detailed expenditures for each town department and agency and may confer with representatives of each town agency in connection with the committee's review and consideration. The finance committee may require the town manager or any town agency to furnish the committee with such additional information as the committee may deem necessary to assist the committee in its review and consideration of the proposed budget.~~

~~Not less than 14 days before the opening of the spring town meeting, the finance committee shall file with the town clerk a report containing the committee's proposed budget and comments or recommendations regarding differences between the committee's proposed budget and the proposed budget submitted by the town manager. Not less than 14 days before the opening of the spring town meeting the report shall be made available to voters of the town by publication on the town's website and by leaving copies of the report in not less than 3 public places in the town. Copies of the report shall be made available to voters at the opening of the spring town meeting. The failure to file the report with the town clerk in a timely manner or to publicize the report by posting on the town's website or in 3 public places in the town shall not prohibit the town meeting from voting on the budget and shall not affect the validity of any vote taken on the budget at town meeting~~

6.5.2 The finance committee's proposed budget shall be presented to the town meeting by motion made by the committee; provided, however, the committee shall also present its comments and recommendations with respect to the budget. The town manager or the select board, or both, shall present their comments and recommendations with respect to the budget, if any, at the town meeting. The budget shall be voted upon in accordance with the by-laws.

Section 6.6: Capital Improvement Plan

The town manager shall annually submit a capital improvement plan to the select board and the finance committee not later than ~~December 31~~ January 31. The plan shall include: (i) a clear, concise and general summary of its contents; (ii) a list of all capital improvements proposed to be undertaken during the ensuing 5 years along with supporting information as to the need for each capital improvement; (iii) cost estimates, methods of financing and recommended time schedules for each improvement; and (iv) the estimated annual cost of operating and maintaining each facility and piece of major equipment involved.

The information in the plan shall be revised annually by the town manager with regard to the capital improvements still pending or in the process of being acquired, improved or constructed.

Section 6.7: Audits

The select board shall provide annually for an independent audit of all financial books and records of the town and whenever it deems an audit of the whole town or of any particular town agency to be necessary. An audit of the town's financial books and records shall be conducted by a certified public accountant or a firm of certified public accountants; provided, however, that the accountant or firm shall not have a direct or indirect interest in the affairs of the town.

Section 6.8: Transparency of Financial Holdings

Not later than 90 days after the end of each fiscal year, the town accountant shall prepare a summary of all town funds in accordance with customary financial reporting. The summary shall include a snapshot balance as of the first day of the fiscal year, a summary of additions and deletions during the preceding 12 months and a final year-end balance. The information in the summary shall be provided to the town manager and the town manager shall disseminate the

information to the finance committee and the select board. The information shall be made available to members of the public upon request and on the town's website.

ARTICLE 7: GENERAL PROVISIONS

Section 7.1: Charter Changes

This charter may be replaced, revised or amended in accordance with any procedures made available under the constitution and laws of the commonwealth.

Section 7.2: Severability

The provisions of this charter shall be severable. If a provision of this charter is held to be invalid, the other provisions shall remain in full force and effect and shall not be affected by the invalidity. If the application of any provision of this charter to a person or circumstance is held to be invalid, the application of any such provision to any other person or circumstances shall not be affected thereby.

Section 7.3: Specific Provisions to Prevail

To the extent that a specific provision of this charter shall conflict with a provision expressed in general terms, the specific provision shall prevail.

Section 7.4: Number and Gender

Words importing the singular number may extend and be applied to several persons or things. Words importing the plural number may include the singular. Words importing the feminine or masculine gender shall include any gender.

Section 7.5: Rules and Regulations

A copy of all rules and regulations adopted by a town agency shall be filed in the office of the town clerk and the rule or regulation shall become effective on the date of such filing unless otherwise provided for by law or by-law. Copies of all such rules and regulations shall be made available for review by any person upon request pursuant to chapter 66 of the General Laws.

Section 7.6: Periodic Charter Review

Not less than once in every 10-year period after the effective date of this charter, a charter review committee shall, by an affirmative vote of the majority of the full select board, be established to review this charter and report its recommendations to an annual town meeting concerning any proposed amendments that the committee may determine to be necessary or desirable. The charter review committee shall consist of 7 members, 3 of whom shall be appointed by the select board, 2 of whom shall be appointed by the finance committee, 1 of whom shall be appointed by the Groton-Dunstable Regional District school committee and 1 of whom shall be appointed by the town moderator. An appointed person may be a member of the agency from which they are appointed; provided, however, that the charter review committee shall not include more than 1 select board member, more than 1 member of the finance committee or more than 1 member of the Groton-Dunstable Regional School District school committee. The charter review committee shall meet to organize immediately after the full charter review committee has been appointed. The charter review committee shall hold a public hearing not more than 60 days after the date on which it meets to organize and shall hold at least 1 additional public hearing before filing its final report.

Section 7.7: Removals

7.7.1 Notwithstanding any general or special law to the contrary, an appointed official, appointed member of a multiple-member body or employee of the town not covered by the terms of a collective bargaining or other agreement addressing removal and, whether appointed for a fixed or an indefinite term, may be removed from office by the appointing authority.

7.7.2 When removing any such official, appointed member of a multiple-member body or employee of the town, the appointing authority shall act in accordance with the town's personnel by-laws or rules and regulations.

Section 7.8: Loss of Office

A person appointed to serve as a member of a multiple-member body may be removed from office by the appointing authority if the person does not take the person's oath of office at the beginning of the current appointment or if the person exhibits excessive absences from the properly-scheduled meetings of the multiple-member body.

Section 7.9: Notice of Vacancies

If a vacancy occurs in a town office, position or position of employment or, whenever by reason of a pending retirement or expiration of a fixed term, a vacancy can be anticipated, the appointing authority shall cause public notice of the vacancy to be posted on the town bulletin board for not less than 10 days. The notice shall contain a description of the duties of the office, position or position of employment and a listing of the necessary or desirable qualifications to fill the office, position or position of employment. A permanent appointment to fill the office, position or position of employment shall not be effective until 14 days after the date the notice was posted to permit reasonable consideration of all applicants. This section shall not apply to positions governed by a collective bargaining or other agreement.

Section 7.10: Waiver of Administrative Fees

Administrative fees, fines and penalties that may be charged by a town department shall not be waived unless the waiver is authorized by a written policy that is available to the public and adopted by that town department, official or board. A policy may be made on an individual basis or as part of a policy decision of uniform applicability.

ARTICLE 8: TRANSITIONAL PROVISIONS

Section 8.1: Continuation of Government

All persons appointed or elected to positions at town agencies shall continue to perform their duties until they are reappointed or reelected, successors to their respective positions are duly appointed or elected or their duties have been transferred and assumed by another town agency in accordance with this charter.

Section 8.2: Continuation of Administrative Personnel

A person holding a town office or a position in the administrative service of the town or a person holding full-time employment under the town shall retain that person's office, position or position of employment and shall continue to perform the duties of that person's office, position or position of employment until provision shall have been made for the performance of those duties by another person or agency; provided, however, that a person in the permanent full-time service of the town shall not forfeit their pay grade or time in the service of the town as a result of the adoption of this charter; provided further, that this section shall not provide a person holding an administrative office or position or a person serving in the employment of the town on the effective date of this charter with any greater rights or privileges with regard to that person's continued

service or employment with the town than that person had before the effective date of this charter. Nothing in this paragraph shall impair the rights of any person under an individual employment contract or collective bargaining agreement.

Section 8.3: Transfer of Records and Property

All records, property and equipment of an office, department or agency or part thereof, the powers and duties of which are assigned in whole or in part to another office or agency, shall be transferred immediately to the office, department or agency to which the powers and duties are assigned.

Town of Groton - Annual Town Election - May 20, 2025

Town of Groton, MA Annual Town Election: May 20, 2025 OFFICIAL RESULTS - May 22, 2025				
Election Turnout	Precinct 1	Precinct 2	Precinct 3	Total
Groton Registered Voters (as of April 16, 2025)	3224	2914	2805	8943
May 20, 2025 Election Total Voter Turnout	1110	857	947	2914
Total Voter Turnout %	34.43%	29.41%	33.76%	32.58%
<i>Early Voter / Mail in Ballot Voter Turnout</i>	<i>321</i>	<i>272</i>	<i>323</i>	<i>916</i>
<i>Early Voter / Mail in Ballot Voter Turnout %</i>	<i>9.96%</i>	<i>9.33%</i>	<i>11.52%</i>	<i>10.24%</i>
Office/Candidate	Precinct 1	Precinct 2	Precinct 3	Total
Board of Assessors				
	Vote for One		Three Year Term	
Donald Raddin Black, Candidate for Re-election	839	628	710	2177
Write - In (scatterings)	14	7	11	32
Overvote	0	0	0	0
Undervote	257	222	226	705
Total	1110	857	947	2914
Board of Health				
	Vote for One		Three Year Term	
Robert J. Fleischer, Candidate for Re-election	808	606	696	2110
Write - In (scatterings)	6	5	5	16
Overvote	0	0	0	0
Undervote	296	246	246	788
Total	1110	857	947	2914
Select Board				
	Vote for Two		Three Year Term	
John F. Reilly, Candidate for Re-election	704	527	589	1820
Matthew Francis Pisani, Candidate for Re-election	648	449	571	1668
Guy Alberghini	298	255	244	797
Write - In (scatterings)	11	10	14	35
Overvote	2	0	4	6
Undervote	557	473	472	1502
Total	2220	1714	1894	5828
Commissioner of Trust Funds				
	Vote for One		Three Year Term	
Mairead S. Orpen	792	594	688	2074
Write - In (scatterings)	7	3	5	15
Overvote	0	0	0	0
Undervote	311	260	254	825
Total	1110	857	947	2914
Groton Electric Light Commission				
	Vote for One		Three Year Term	
Rodney Robert Hersh, Candidate for Re-election	813	624	686	2123
Write - In (scatterings)	5	4	7	16
Overvote	0	1	0	1
Undervote	292	228	254	774
Total	1110	857	947	2914

Town of Groton - Annual Town Election - May 20, 2025

Office/Candidate	Precinct 1	Precinct 2	Precinct 3	Total
Park Commission				
	Vote for Two		Three Year Term	
Robert J. Foley	789	570	684	2043
Write - In (scatterings)	55	54	53	162
Mark Robert Presti - has accepted write-in nomination	102	82	99	283
Overvote	0	2	0	2
Undervote	1274	1006	1058	3338
Total	2220	1714	1894	5828
Planning Board				
	Vote for Two		Three Year Term	
George E. Barringer, Jr., Candidate for Re-election	759	531	640	1930
David J. Bonnett, Candidate for Re-election	708	528	616	1852
Write - In (scatterings)	12	10	4	26
Overvote	0	0	0	0
Undervote	741	645	634	2020
Total	2220	1714	1894	5828
Planning Board				
	Vote for One		Two Year Term	
Russell J. Burke	779	565	664	2008
Write - In (scatterings)	7	8	4	0
Overvote	0	1	1	0
Undervote	324	283	278	19
Total	1110	857	947	2914
Sewer Commission				
	Vote for One		One Year Term	
Write - In (scatterings)	85	51	72	208
Darius A. Budrys - has accepted write-in nomination	35	10	7	52
Overvote	0	0	0	0
Undervote	990	796	868	2654
Total	1110	857	947	2914
Sewer Commission				
	Vote for One		Three Year Term	
James L. Gmeiner, Candidate for Re-election	763	569	685	2017
Write - In (scatterings)	15	10	3	28
Overvote	0	0	0	0
Undervote	332	278	259	869
Total	347	288	262	2914
Trustees of the Groton Public Library				
	Vote for Two		Three Year Term	
Jennifer M. Petersen, Candidate for Re-election	788	562	677	2027
Mark W. Gerath, Candidate for Re-election	712	520	626	1858
Write - In (scatterings)	10	9	2	21
Overvote	0	0	0	0
Undervote	710	623	589	1922
Total	2220	1714	1894	5828

Town of Groton - Annual Town Election - May 20, 2025

Office/Candidate	Precinct 1	Precinct 2	Precinct 3	Total
Trustees of the Groton Public Library				
	Vote for One		One Year Term	
Heidi Reichert-Robes	795	594	694	2083
Write - In (scatterings)	5	5	1	11
Overvote	0	0	0	0
Undervote	310	258	252	820
Total	1110	857	947	2914
Water Commission				
	Vote for One		Three Year Term	
Write - In (scatterings)	80	52	54	186
Greg R. Fishbone - has accepted write-in nomination	20	25	36	81
Overvote	0	0	0	0
Undervote	1010	780	857	2647
Total	1110	857	947	2914
Groton-Dunstable Regional School Committee				
	Vote for Two		Three Year Term	
Rosanna M. Casavecchia, Candidate for Re-election	696	497	594	1787
Anhee Kim Foley	695	515	597	1807
Write - In (scatterings)	14	16	17	47
Overvote	0	0	0	0
Undervote	815	686	686	2187
Total	2220	1714	1894	5828
Groton Housing Authority				
	Vote for One		Three Year Term	
Sherry Ann Murray	774	563	655	1992
Write - In (scatterings)	9	6	3	18
Overvote	0	1	0	1
Undervote	327	287	289	903
Total	1110	857	947	2914
Groton Housing Authority				
	Vote for One		Five Year Term	
Write - In (scatterings)	59	30	34	123
Brendan Sean Mahoney - respectfully declined write-in nomination	0	1	2	3
Overvote	0	0	0	0
Undervote	1051	826	911	2788
Total	1110	857	947	2914
Ballot Question #1 - Proposition 2 1/2 Override for Schools (\$673,250)				
Yes	567	385	482	1434
No	537	470	459	1466
Overvote	0	0	0	0
Undervote	6	2	6	14
Total	1110	857	947	2914
Ballot Question #2 - Proposition 2 1/2 Override for Fire Department (\$780,904)				
Yes	484	321	391	1196
No	616	529	549	1694
Overvote	0	1	0	1
Undervote	10	6	7	23
Total	1110	857	947	2914

Town Accountant Financials

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, 2025						
	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	43,015,275	1,068,388				44,084,263
Motor Vehicle/Other Excise	2,706,653					2,706,653
Licenses and Permits	728,078					728,078
State / Fed Revenue	1,170,006	1,117,308	14,005,031		2,467	16,294,812
Charges for Servs/Fees/Rent	1,519,847	768,652		16,359,503		19,248,002
Penalties and Interest	125,734					125,734
Fines and Forfeits	10,238					10,238
Interest Earnings	486,605	37,605		63,614	2,209,377	2,797,201
Departmental and Other	1,680,582	421,019	134,020	24,192	252,439	2,512,252
Total Revenues	51,443,018	3,413,572	14,139,051	17,047,309	2,464,283	88,507,233
Expenditures:						
Salary/Wages (Non General Fund)		115,256		2,344,181	50,628	2,510,065
Expenditures (Non General Fund)		814,595	7,510	13,530,446	379,065	14,731,616
General Government	2,889,435					2,889,435
Public Safety	4,458,366					4,458,366
Education	28,739,026					28,739,026
Highway and Public Works	2,477,598					2,477,598
Culture, Recreation & Cit Svcs	2,343,232					2,343,232
Debt Service	4,684,911	255,447		1,194,027		6,134,385
Intergovernmental	101,926	0				101,926
Capital Outlay/Construction	808,429	1,041,540	24,435,582		774,378	27,060,529
Employee Benefits & Misc.	4,687,817					4,687,817
Prior Year Encumbrances	364,950					364,950
Total Expenditures	51,555,690	2,226,838	24,443,092	17,068,654	1,204,671	96,498,345
Excess of Revenues Over (Under) Expenditures	(112,672)	1,186,734	(10,304,041)	(21,345)	1,259,612	(7,991,712)
Other Financing Sources (Uses):						
Operating Transfers In	1,834,301	20,245	3,270,322	17,595	1,890,000	7,032,463
Operating Transfers Out	(1,372,532)	(3,872,357)	(34,695)	(360,018)	(1,392,861)	(7,032,463)
Proceeds of Bonds		202,330				202,330
						0
Total Other Sources (Uses)	461,769	(3,649,782)	3,235,627	(342,423)	497,139	202,330
Excess of Revenues and Other Sources Over (Under)	349,097	(2,463,048)	(7,068,414)	(363,768)	1,756,751	(7,789,382)
Expenditures and Other Uses	0	0	0	0	0	
Fund Balance, Beginning	4,446,460	6,003,445	(19,324,393)	3,595,552	34,746,656	29,467,220
Adjust to Fair Market Value						
Prior Period Adjustment	(2,367)			23,197		20,230
Fund Balance, Beginning, as Restated	4,443,493	6,003,445	(19,324,393)	3,618,749	34,746,656	29,487,950
Fund Balance, Ending	4,443,493	3,540,397	(26,392,807)	3,254,981	36,503,407	21,698,568

Town of Groton, Massachusetts
Statement of Revenues and Expenditures
Budget and Actual (Non-GAAP Basis)
General Funds
For The Year Ended June 30, 2025

	Final		Variance
	Budget	Actual	Favorable (Unfavorable)
Revenues:			
Property Taxes	42,843,486	42,571,646	(271,840)
Motor Vehicle, Boat, Room & Meals Excise	2,229,583	2,706,653	477,070
Payments in Lieu of Taxes	395,443	443,629	48,186
Licenses, Leases, Fees and Permits	1,634,300	2,232,175	597,875
Intergovernmental (State Aid)	1,152,082	1,170,006	17,924
Charges for Services	15,000	15,750	750
Penalties and Interest	110,000	125,734	15,734
Fines and Forfeits	10,000	10,238	238
Interest Earnings	309,744	486,605	176,861
Departmental and Other	1,263,727	1,713,428	449,701
Total Revenues	49,963,365	51,475,864	1,512,499
Expenditures:			
General Gov	3,097,521	2,889,435	208,086
Public Safety	4,666,255	4,458,366	207,889
Education	28,739,026	28,739,026	0
Highway and Public Works	2,566,229	2,477,598	88,631
Culture, Recreation & Citizen's Services	2,452,323	2,343,232	109,091
Capital Expenditures/Special Articles	1,636,076	808,429	827,647
Debt Service	4,684,920	4,684,911	9
Intergovernmental (State Cherry Sheet Chgs)	101,926	101,926	0
Employee Benefits & Miscellaneous	4,854,514	4,687,817	166,697
Prior Year Encumbrances	642,727	364,950	277,777
Total Expenditures	53,441,517	51,555,690	1,885,827
Excess of Revenues Over (Under) Expenditures	(3,478,152)	(79,826)	3,398,326
Other Financing Sources (Uses):			
Operating Transfers In/Repurposed Funds	1,834,222	1,834,222	0
Available Funds: Encumbrances	642,586	364,950	(277,636)
Operating Transfers Out	(472,532)	(472,532)	0
Free Cash to Offset Tax Rate	0	0	0
Free Cash & Overlay Appropriated	1,663,777	1,663,777	0
Additional Overlay & Deficits to be raised	(195,901)	(195,901)	0
Total Other Financing Sources (Uses)	3,478,152	3,200,516	(277,636)
Excess of Revenue and Other Sources Over (Under) Expenditures and other Uses	0	3,120,690	3,120,690

**FISCAL 2025
BUDGET VS ACTUAL EXPENDITURES**

	Appropriation or Bal/Fwd	Res. Fund or Line Item Tx	Expended	Balance to Fund Bal	Balance to FY 26
GENERAL GOVERNMENT					
Moderator Salary	1,000.00		1,000.00	0.00	
Moderator Expense	80.00		80.00	80.00	
Selectmen Expense	6,800.00	28,500.00	1,601.98	0.00	33,698.02
Selectmen Expense Prior Year	1,000.00		937.48	62.52	
Selectmen Minor Capital (Sewer SRF)	24,054.00		23,986.96	67.04	
Williams Barn FY24 Utilities	2,883.13		460.74	2,422.39	
Town Manager Salaries	258,863.00		258,862.07	0.93	
Town Manager Wages	141,837.00	(10,000.00)	117,302.34	14,534.66	
Town Manager Expense	12,100.00	18,100.00	17,632.53	2,567.47	10,000.00
Town Manager Expenses Prior Year	1,000.00		264.00	736.00	
Capital Exp Demo of 159 W Main St	27,042.10		0.00	0.00	27,042.10
Squannacook Dam Study FY25	160,250.00		66,544.28	93,705.72	
Destination Groton	15,000.00		10,291.37	0.00	4,708.63
Destination Groton Prior Year Expense	240.00		0.00	0.00	240.00
Sustainability Committee	10,172.29		1,360.35	0.00	8,811.94
Reserve Fund	150,000.00	(89,297.00)	0.00	60,703.00	
Town Accountant Salary	118,163.00		118,161.88	1.12	
Town Accountant Wages	56,679.00	18,424.00	75,102.50	0.50	
Town Accountant Expense/Audit	50,523.00	(223.00)	50,298.00	2.00	
ClearGov Budget Software	35,000.00		31,275.00	3,725.00	
Assessors Salaries	96,186.00	2,500.00	98,685.96	0.04	
Assessors Wages	75,272.00	109.00	75,380.55	0.45	
Assessors Expense	47,032.00		46,007.60	1,024.40	
Treasurer/Tax Collector Salary	153,977.00	516.00	154,492.67	0.33	
Treasurer/Tax Collector Wages	82,940.00		80,332.96	2,607.04	
Treasurer/Tax Collector Expense	28,637.00		22,877.78	5,557.38	201.84
Treasurer/Tax Collector Expense Prior Yr	40.00		31.88	8.12	
Treasurer Bond Costs	2,300.00	5,400.00	7,700.00	0.00	
Town Counsel Expense	90,000.00	72,000.00	159,787.01	0.00	2,212.99
Personnel Board Salary	96,936.00		96,935.98	0.02	
Personnel Board Expense	12,400.00		10,831.74	948.26	620.00
Information Technology Salary	124,810.00		124,059.90	0.10	750.00
Information Technology Wages	73,439.00	88.00	73,546.41	0.59	
Information Technology Expense	24,800.00		22,888.48	1,911.52	
Information Technology Exp Prior Yr	39.99		0.00	39.99	
Information Technology Capital Exp FY25	40,000.00		0.00	0.00	40,000.00
Information Technology Capital Exp FY23	21,334.46		18,241.58	0.00	3,092.88
Information Technology Capital Exp FY24	50,000.00		0.00	0.00	50,000.00
Postage, General Expenses	65,000.00		62,036.08	2,963.92	
Central Purchasing/Office Supplies	17,000.00		14,502.80	2,497.20	
Telephone Expense	30,000.00		23,343.49	5,756.51	900.00
Telephone Expense Prior Year	800.00		497.56	302.44	
Tax Title	7,100.00	(3,150.00)	947.53	3,002.47	
Town Clerk Salary	98,591.00	1,836.00	100,426.70	0.30	
Town Clerk Wages	81,040.00		76,847.50	4,192.50	
Town Clerk Expense	13,900.00		6,286.01	7,021.99	592.00
Town Clerk Expense Prior Year	809.16		809.16	0.00	
Election/Registrar Wages	33,053.00		23,677.50	9,375.50	
Election/Registrar Expense	21,088.00	17,000.00	37,685.82	402.18	
Election/Registrar Expense Prior Year	1,971.19		1,971.19	0.00	
Street Listing Expense	5,950.00		5,654.98	0.02	295.00
Conservation Commission Salary	79,070.00		79,069.90	0.10	
Conservation Commission Expense	8,270.00	5,000.00	9,487.62	0.00	3,782.38
Sargisson Beach Security FY5	40,000.00		11,745.03	0.00	28,254.97
GIS Committee Expenses	8,300.00		3,000.00	5,300.00	
Planning Board Salary	97,696.00	751.00	98,446.06	0.94	
Planning Board Expense	9,625.00		9,226.08	0.00	398.92
Planning Board Expense Prior Year	527.12		527.12	0.00	
Planning Board MRPC Assessment	4,041.00		4,040.76	0.24	
Capital Exp Master Plan	25,570.00		25,242.00	0.00	328.00
Board of Appeals Expense	1,335.00		358.18	816.82	160.00
Board of Appeals Expense Prior Year	92.50		92.50	0.00	
Municipal Buildings Wages	162,845.00		158,908.40	3,936.60	
Municipal Buildings Expense	270,950.00		266,398.98	2,950.02	1,601.00
Municipal Buildings Expense Minor Cap	25,000.00		24,932.35	67.65	
Municipal Building Repairs FY25	25,000.00		24,382.12	0.00	617.88
Seal Police/Fire Parking Lots FY24	30,000.00		0.00	0.00	30,000.00
Country Club Parking Lot FY24	80,000.00		80,000.00	0.00	
Town Hall Sprinkler System FY25	125,000.00		0.00	0.00	125,000.00
Bldg Maintenance Van FY23	3,000.00		3,000.00	0.00	
Insurance and Bonding	330,000.00	26,798.00	356,694.50	103.50	
Insurance Deductible Reserve-GenLiab	12,000.00		10,000.00	1,950.00	50.00
Insurance Deductible Reserve-111F	25,000.00	(6,000.00)	0.00	19,000.00	
Insurance Deductible Reserve-111F Prior Yr	2,500.00		1,162.89	1,337.11	
Town Reports	1,500.00		1,500.00	0.00	
Total General Government	3,836,473.94	88,352.00	3,289,782.79	261,684.60	373,358.55
PROTECTION OF PERSONS AND PROPERTY					
Police Department Salary	305,889.00		305,015.53	873.47	
Police Department Wages	2,222,071.00		2,104,309.75	117,761.25	
Police Department Expense	264,552.00	6,400.00	268,269.45	1,839.57	842.98
Police Department Expense Prior Yr	2,210.00		2,210.00	0.00	
Police Department Cruisers Lease/Purchase	5,000.00		5,000.00	0.00	
Police Department Minor Capital	12,984.00		12,980.70	3.30	
Police Department Security Update FY23	25,000.00		25,000.00	0.00	
Police Department New Cruisers FY25	134,000.00		134,000.00	0.00	
Police Dept. Hazmat Storage FY24	30,000.00		0.00	30,000.00	

Police Dept. Pickup Truck FY25	77,000.00		72,255.44	0.00	4,744.56
Police Department Tasers	12,673.00		0.00	0.00	12,673.00
Police Department HVAC FY25	65,000.00		9,995.00	0.00	55,005.00
Fire Department Salaries	292,712.00	(60,000.00)	156,376.80	76,335.20	
Fire Department Wages	1,160,261.00	197,231.00	1,357,488.99	3.01	
Fire Department Expense	212,146.00	7,425.00	217,674.30	14.11	1,882.59
Fire Dept. Extraction Tool FY25	92,500.00		92,500.00	0.00	
Fire Department Eng 1 Refurb. FY22	2,510.78		2,510.78	0.00	
Fire Dept. Command Vehicle FY24	5,324.19		2,394.52	0.00	2,929.67
Dispatch Building Upgrade FY18	35,898.84		35,898.84	0.00	
Dispatch Building Upgrade FY19	60,000.00		48,703.89	0.00	11,296.11
Dispatch Building Upgrade FY20	60,000.00		9,713.18	0.00	50,286.82
Building Inspector Salaries	107,030.00		107,030.98	(0.98)	
Building Inspector Wages	63,935.00	1,460.00	65,391.42	3.58	
Building Inspector Expense	24,897.00	1,200.00	25,726.59	370.41	
Salaries/Fees-Mechanical Inspector	39,000.00	6,610.00	45,510.00	100.00	
Mechanical Inspector Expense	3,500.00		3,398.44	101.56	
Mechanical Inspector Salaries Prior Yr	1,000.00		0.00	1,000.00	
Sealer Weights & Measures Expense	3,262.00		3,262.00	0.00	
Animal Inspector/Animal Control Off. Salaries	4,164.00		4,164.16	(0.16)	
Animal Inspector/Animal Control Off.Expense	800.00		15.95	784.05	
Earth Removal Inspector Salary	2,500.00		2,500.00	0.00	
Earth Removal Inspector Expense	300.00		0.00	300.00	
Civil Defense Salaries	4,000.00		4,000.10	(0.10)	
Civil Defense/Aux Police/EOC Expenses	10,000.00		2,451.77	7,548.23	
Dog Officer Salary	17,500.00		17,500.08	(0.08)	
Dog Officer Expense	3,120.00		3,118.77	1.23	
Total Protection Persons and Property	5,362,739.81	160,326.00	5,146,367.43	237,037.65	139,660.73

SCHOOLS

Nashoba Valley Tech High School Assmt	966,719.00		966,719.00	0.00	
Minuteman Regional Vocation Technical	0.00			0.00	
Groton Dunstable Reg School District Assmt	21,112,307.00		21,112,307.00	0.00	
Total Schools	28,739,026.00	0.00	28,739,026.00	0.00	

PUBLIC WORKS & FACILITIES

General Highway Salary	122,664.00		122,664.12	(0.12)	
General Highway Wages	753,789.00		732,505.96	21,283.04	
General Highway Expense	136,900.00		134,518.99	1,105.01	1,276.00
General Highway Prior Year Exp	3,900.00		3,780.74	119.26	
General Highway Road Maintenance	80,000.00		75,214.48	0.00	4,785.52
General Highway Minor Capital	15,000.00		2,525.00	0.00	12,475.00
General Highway Minor Capital Prior Year	0.00		0.00	0.00	
General Highway James Brook Maint. FY19	47,721.90		1,199.00	0.00	46,522.90
General Highway Brush Mower FY25	70,000.00		69,933.79	66.21	
General Highway Pickup Truck FY25	75,000.00		69,642.00	0.00	5,358.00
General Highway Pickup Truck FY25 (2)	55,000.00		55,000.00	0.00	
General Highway Excavator FY25	200,000.00		0.00	0.00	200,000.00
Snow & Ice Overtime	140,000.00	44,739.62	184,739.62	0.00	
Snow & Ice Expense	165,000.00	84,817.51	249,817.51	0.00	
Snow & Ice Hired Equipment	35,000.00	42,991.13	77,992.00	(0.87)	
Street Lighting	15,000.00		14,500.00	500.00	
Waste Disposal Wages	157,651.00		154,212.27	3,438.73	
Waste Disposal Consulting	5,850.00	(5,850.00)	0.00	0.00	
Waste Disposal Expense	45,686.00		44,257.67	0.00	1,428.33
Waste Disposal Expense Prior Year	6,050.39		6,050.39	0.00	
Waste Disposal Tipping Fees	145,000.00	10,000.00	150,387.52	0.00	4,612.48
Waste Disposal Tipping Fees Prior Year	6,876.96		6,876.96	0.00	
Waste Disposal Minor Capital	5,000.00		2,826.52	2,173.48	
Waste Disposal Minor Capital	3,762.50		3,762.50	0.00	
Waste Disposal Baler FY25	25,000.00		3,832.21	0.00	21,167.79
Waste Disposal Mini Loader FY25	125,000.00		0.00	0.00	125,000.00
Tree Department Expense	3,000.00		3,000.00	0.00	
Tree Department Expense Prior Year	180.00		180.00	0.00	
Tree Department Tree Work	31,500.00		19,978.35	0.00	11,521.65
Graves Registration Salary	250.00		250.00	0.00	
Graves Registration Expense	760.00	279.00	1,039.00	0.00	
Care of Veterans' Graves	1,500.00		1,500.00	0.00	
Total Public Works & Facilities	2,478,041.75	176,977.26	2,192,186.60	28,684.74	434,147.67

HEALTH & HUMAN SERVICES

Board of Health Engineering Consult	13,834.00	780.00	13,834.00	0.00	780.00
Board of Health Expense	1,575.00		1,195.38	0.00	379.62
County Assessments	60,879.00		60,878.96	0.04	
Council on Aging Salaries	167,194.00		167,193.20	0.80	
Council on Aging Wages	55,733.00	(5,170.00)	35,105.25	15,457.75	
Council on Aging Expense	12,700.00	14,500.00	14,793.20	5,406.80	7,000.00
Council on Aging Expense Prior Year	1,071.36		692.25	379.11	
Senior Center Van Wages	76,611.00	1,213.00	77,823.95	0.05	
Senior Center Van Expenses	21,023.00		12,993.30	8,029.70	
Senior Center Van Expenses Prior Year	70.00		65.03	4.97	
Veterans' Agent Salary	6,242.00		6,242.60	(0.60)	
Veterans' Agent Expense	1,100.00		50.00	1,050.00	
Veterans' Benefits	25,000.00		20,741.21	4,258.79	
Total Health & Human Services	443,032.36	11,323.00	411,608.33	34,587.41	8,159.62

LIBRARY AND CITIZENS' SERVICES

Library Salaries	453,630.00	2,175.00	455,803.48	1.52	
Library Wages	355,706.00	(10,000.00)	343,823.98	1,882.02	
Library Expense	219,966.00	7,617.00	227,167.64	0.00	415.36
Library Expense Prior Year	675.00		418.05	256.95	
Library Emergency Exit	19,000.00		10,118.00	8,882.00	

Library Bldg Carpet FY25	50,000.00		0.00	0.00	50,000.00
Library Parking Lot FY22	1,500.00		1,497.28	2.72	
Library Security Alarm	15,000.00		15,000.00	0.00	
Library Fire Alarm	50,000.00		47,659.20	2,340.80	
Country Club Salaries	177,727.00	22,000.00	199,646.19	80.81	
Country Club Wages	243,941.00	34,370.00	278,310.70	0.30	
Country Club Expenses	167,774.00	98,650.00	266,416.87	7.13	
Country Club Golf Carts Lease	25,553.00		25,553.55	(0.55)	
Country Club Bathroom Updates	10,000.00		10,000.00	0.00	
Country Club Building Repairs FY25	20,000.00		20,000.00	0.00	
Country Club Retaining Walls FY25	15,000.00		14,965.10	34.90	
Country Club Greens Mower Lease	10,000.00		6,283.06	3,716.94	
Country Club Hauler ProX FY25	20,000.00		19,885.45	114.55	
Country Club Truckster XD	13,500.00		7,368.18	6,131.82	
Country Club Ventrac Attachments	18,000.00		16,014.13	1,985.87	
Country Club HVAC FY25	23,000.00		21,357.95	1,642.05	
Parks Department Wages	17,922.00		7,200.00	10,722.00	
Park Department Expense	55,759.00	13.00	51,017.82	0.27	4,753.91
Parks Property Improvements FY24	3,401.15		3,401.15	0.00	
Parks Property Improvements FY25	50,000.00		14,472.76	0.00	35,527.24
Care of the Old Burying Ground	800.00		0.00	800.00	
Town Forest Expense FY11	2,800.00		0.00	2,800.00	
Town Forest Expense FY21	5,000.00		0.00	5,000.00	
Cable Access Salaries	71,048.00	3.00	71,050.04	0.96	
Cable Access Wages	61,219.00		61,165.76	53.24	
Cable Access General Expenses	18,175.00		15,298.71	1,876.29	1,000.00
Cable Access Minor Capital	5,000.00		0.00	5,000.00	
Celebrations/Commemorations	500.00	59.00	558.50	0.50	
Great Ponds Advisory Gen Expenses	12,385.00	88,500.00	83,212.00	3,428.00	14,245.00
Weed Harvesting/Great Ponds Expense	22,000.00		157.99	21,842.01	
Weed Harvesting/Great Ponds Expense	1,500.00		1,500.00	0.00	
Water Safety Wages	4,560.00		1,072.50	3,487.50	
Water Safety Expense	15,583.00		1,816.00	13,767.00	
Total Library and Citizens' Services	2,257,624.15	243,387.00	2,299,212.04	95,857.60	105,941.51

DEBT SERVICE

Principal Long-Term Debt	2,190,000.00	(5,000.00)	2,185,000.00	0.00	
Interest Long-Term Debt	1,450,616.00	(3,390.00)	1,447,225.22	0.78	
Short-Term Debt Prin/Int	1,292,469.00	(239,775.00)	1,052,686.25	7.75	
Total Debt Service	4,933,085.00	(248,165.00)	4,684,911.47	8.53	0.00

EMPLOYEE BENEFITS

County Retirement Assessment	2,653,019.00		2,653,019.00	0.00	
Health & Life Insurance	2,164,971.00	(130,476.00)	1,880,189.50	154,074.50	231.00
Health & Life Insurance Prior Year Bill	140.25		140.25	0.00	
Unemployment Compensation	10,000.00		1,950.98	8,049.02	
OPEB Unfunded Liability	200,000.00		200,000.00	0.00	
Medicare Employer Contribution	157,000.00		152,657.94	342.06	4,000.00
Medicare Employer Contribution Prior Year	2,711.77		2,711.77	0.00	
Total Employee Benefits	5,187,842.02	(130,476.00)	4,890,669.44	162,465.58	4,231.00

WATER DEPARTMENT ENTERPRISE FUND

Water Department Salaries	176,650.00		173,922.31	2,727.69	
Water Department Wages	300,075.00		289,769.06	10,305.94	
Water Department Expense	772,300.00		614,365.85	156,446.15	1,488.00
Water Department Expense Prior Year	2,800.00		1,775.90	1,024.10	
Water Infrastructure BAN Payment	103,304.00		102,588.00	716.00	
Water Department Debt Service	1,092,937.00		1,026,961.04	65,975.96	
Total Water Department Enterprise	2,448,066.00	0.00	2,209,382.16	237,195.84	1,488.00

SEWER DEPARTMENT ENTERPRISE FUND

Sewer Department Salaries	24,300.00		24,275.72	24.28	
Sewer Department Wages	57,695.00		57,329.28	365.72	
Sewer Department Expense	909,407.59		837,190.06	72,217.53	
Sewer Department Trf Out to Cap Project	257,430.41		257,430.41	0.00	
Sewer Dept: Debt Service (incl. betterments)	26,642.00		26,640.63	1.37	
Total Sewer Department Enterprise	1,275,475.00	0.00	1,202,866.10	72,608.90	0.00

4 CORNERS SEWER DEPARTMENT ENTERPRISE FUND

Sewer Department Salaries	2,700.00		2,697.45	2.55	
Sewer Department Wages	6,455.00		6,369.94	85.06	
Sewer Department Expense	108,885.00		61,654.17	47,230.83	
Total Sewer Department Enterprise	118,040.00	0.00	70,721.56	47,318.44	0.00

STORMWATER ENTERPRISE FUND

Stormwater Department Salaries					
Stormwater Department Wages	84,851.00		82,694.93	2,156.07	
Stormwater Department Expense	112,000.00		110,536.28	1,400.36	63.36
Stormwater Department Expense Prior Year	2,217.35		2,217.35	0.00	
Stormwater Department Minor Capital	51,000.00		51,000.00	0.00	
Stormwater Department Minor Cap Prior Yr	4,075.00		4,072.49	2.51	
Total Stormwater Enterprise Fund	254,143.35	0.00	250,521.05	3,558.94	63.36

CAPITAL PROJECTS

	Bal. Forward	Receipts	Expenditures	Bal to FY26
Complete Streets	4,561.47	35,000.00		39,561.47

Radio Upgrade Public Safety	(83,415.99)	83,415.99		0.00	
DPW Vehicles FY19/FY22	(108,569.00)	75,000.00		0.00	(33,569.00)
Four Corners Sewer	6,382.67			0.00	6,382.67
Senior Center Building	24,752.53			0.00	24,752.53
FloRo School Constr FY22	(19,584,100.09)	8,846,511.13	14,428,018.27	0.00	(25,165,607.23)
Library Roof FY19	24,530.41		24,530.41	0.00	
Fire Engine #5 FY22	870,775.37		870,775.37	0.00	
Chapter 90 Highway Funds	290,222.62	246,963.20	576,805.10	0.00	(39,619.28)
Water Well Improvements	(86,794.00)	39,292.00		0.00	(47,502.00)
Whitney Manganese Plant	(437,186.64)	129,296.00	194,002.31	0.00	(501,892.95)
Whitney Well #3	(262,500.00)	37,500.00	0.00	0.00	(225,000.00)
Heritage Landing Cow Pond Brook	8,961.19		8,961.19	0.00	
500 Main Street Water Mains	7,987.15	1,286,313.75	1,016,786.26	0.00	277,514.64
PFAS GDRSD Water Mains	0.00	6,290,965.00	6,686,042.88	0.00	(395,077.88)
FY24 Ambulance Purchase	0.00	89,116.00	421,866.06	0.00	(332,750.06)
Total Capital Projects	(19,324,392.31)	17,159,373.07	24,227,787.85	0.00	(26,392,807.09)
GRAND TOTAL	38,009,197.07	17,461,097.33	79,615,042.82	1,181,008.23	(25,325,756.65)

**SPECIAL REVENUE
FISCAL 2025**

Note: Bal. forward to 2026 incl. encumbrances for incomplete projects; Unalloed Rsrvc incl. operating rsrv

Community Preservation Fund	Bal. Forward	Receipts	Expenditures	Bal to FY26
Unallocated Reserve	792,831.51	960,560.86	1,331,365.96	422,026.41
Community Housing Reserve	575,937.47	137,222.97	478,549.73	234,610.71
Historic Resource Reserve	424,445.77	137,222.97	62,393.14	499,275.60
Open Space Reserve	58,144.15	137,222.97	136,440.66	58,926.46
Totals	1,851,358.90	1,372,229.77	2,008,749.49	1,214,839.18

GIFTS

Highway Department Gift	5,472.73	0.00	1,010.71	4,462.02
Fire Department Gift Fund	15,406.03	20,504.00	8,839.84	27,070.19
Police Department Gift Fund	10,994.97	750.00	237.26	11,507.71
DARE Program Gift Fund	102.70	0.00	0.00	102.70
Library Gift Fund	49,334.23	3,415.74	4,059.13	48,690.84
Council on Aging Gift Fund	28,568.29	13,469.84	17,185.95	24,852.18
GLA Weed Control Gift	3,767.36	0.00	0.00	3,767.36
Library Tarbell Paintings Gift	35,021.56	500.00	3,555.00	31,966.56
SargBeachLifeguardsFY17	975.63	0.00	0.00	975.63
K-9 Gift Fund Police Dept.	1,233.12	1,017.76	2,250.88	0.00
COA Women in Need Gift	1,000.00	0.00	139.67	860.33
Community Emerg. Relief	3,642.91	1,000.00	0.00	4,642.91
Williams Barn Gift	856.50	2,019.00	614.41	2,261.09
Historic District LIDAR Prescott	3,550.00	4,500.00	8,050.00	0.00
OBG Bentley Gift	3,000.00	0.00	0.00	3,000.00
Care of Old Burying Ground Gift	452.23	0.00	0.00	452.23
Diversity Education & Training Gift	9,686.80	0.00	0.00	9,686.80
Dog Pound Gift	1,961.95	0.00	0.00	1,961.95
Parks Commission Gift	866.50	0.00	0.00	866.50
Invasive Species Committee Gift	0.00	600.00	401.05	198.95
Community Children's Fund	15,305.96	11,874.17	8,407.60	18,772.53
Pavillion Maintenance Gift	236.00	0.00	0.00	236.00
Smith Fountain Gift	2,017.94	0.00	0.00	2,017.94
Sargission Beach/Canoe Launch Fund	6,168.21	0.00	0.00	6,168.21
Cable TV Programming Gift Fund	2,310.80	0.00	0.00	2,310.80
Greenway Committee Gift	12,077.24	6,478.00	4,167.75	14,387.49
Parks Basketball Court Maint. GDYBL	2,008.55	0.00	0.00	2,008.55
Destination Groton Gift	946.42	13,500.00	500.00	13,946.42
C-Lab/Insco Monitoring Gift	1,406.51	0.00	0.00	1,406.51
LA Mental Health Gift	15,000.00	0.00	3,301.00	11,699.00
Flagpole Solar Maintenance	550.00	0.00	0.00	550.00
Country Club Gift	2,760.00	14,200.00	10,760.00	6,200.00
Lost Lake Dam Gift Fund	100,533.85	20,000.00	4,208.29	116,325.56
Sustainability Committee Gift Fund	49.03	40.00	0.00	89.03
Trails Committee Gift Fund	14,481.08	3,225.00	8,863.17	8,842.91
Recycling Gift Fund	9,443.17	0.00	6,650.00	2,793.17
LostLakeKnopsPondGift	3,430.00	0.00	0.00	3,430.00
BOS Gift Fund	134,574.43	17,500.00	28,051.53	124,022.90
Totals	499,192.70	134,593.51	121,253.24	512,532.97

GRANTS

State / Community Grants

CC Wage & Classification	0.00	50,000.00	50,000.00	0.00
911 Support & Incentive FY24	(108,740.27)	108,819.75	79.48	0.00
FY24 911 Training Grant	(2,307.84)	2,307.84	0.00	0.00
Fire Department SAFE Grant	0.00	13,800.00	6,900.00	6,900.00
FY23/22/21 Fire Dept Equip Grant	(13,644.00)	13,644.00	9,885.00	(9,885.00)
Emergency Management DPH	0.00	250,000.00	99,228.93	150,771.07
James Brook Grant	21.41	0.00	0.00	21.41
MA T&T Earmark DPW	0.00	12,500.00	17,171.85	(4,671.85)
COA Nutrition Innovation	0.00	1,340.22	2,916.17	(1,575.95)
COA Center Modernization	0.00	679.96	679.96	0.00
Rural Development Destination Groton	0.00	0.00	31,818.16	(31,818.16)
Library: LIGMEG grant	92,965.60	32,766.48	4,369.14	121,362.94
Arts Council Grant	6,503.16	8,133.32	10,599.00	4,037.48
Elder Programs Grant	13,528.67	39,810.00	52,966.40	372.27

COA Martap Mini Grant	0.00	356.39	356.39	0.00
Med Box Grant Police	3,048.88	0.00	0.00	3,048.88
Polling Hours Grant	13,864.60	6,710.31	0.00	20,574.91
QDS Software Conversion Grant	5,926.00	0.00	0.00	5,926.00
SMRP Recycling Grant	5,732.21	12,950.00	1,848.20	16,834.01
Green Communities Grant FY21	7,922.00	59,034.00	83,644.00	(16,688.00)
IT InfraGrant FY17, 20	1,421.25	0.00	0.00	1,421.25
IT CyberSecurity Grant FY17	8,195.77	0.00	0.00	8,195.77
Opioid Settlement Grant	0.00	13,867.69	1,677.14	12,190.55
Drought Resiliency (Water Ent)	0.00		8,719.11	(8,719.11)
Comm Foundation Trails Riverwalk	1,500.00	0.00	1,500.00	0.00
Energy NEED Grant	0.00	90,000.00	1,322.70	88,677.30
MIIA Wellness Grant	0.00	7,146.43	7,146.43	0.00
Federal Grants				
Freedom's Way Trails	0.00	2,500.00	2,500.00	0.00
W&S Nashua River Trails Grant	1,250.00	1,250.00	2,500.00	0.00
Fire SAFER Grant	1,234.83	0.00	0.00	1,234.83
Police Vests Grant	149.38	0.00	149.38	0.00
EMPG Fire Grant	0.00	3,500.00	3,500.00	0.00
Muni Road Safety Grant FY24	(6,576.72)	8,043.36	7,912.34	(6,445.70)
Invasive Species Grant	1,295.83	0.00	1,295.83	0.00
Police Tasers Grant	0.00	45,000.00	45,000.00	0.00
Nashua Rivewalk	0.00	17,972.00	17,972.00	0.00
ARPA Projects Direct Fed	347,703.51	75,895.00	423,598.51	0.00
ARPA Projects State Earmark	14,296.15	74,905.39	89,201.54	0.00
Totals	395,290.42	952,932.14	986,457.66	0.00
361,764.90				

REVOLVING	Bal. Forward	Receipts	Expenditures	Bal to FY26
Affordable Housing Marketing/Monitoring	10,912.19	0.00	0.00	10,912.19
Revolving: Handicap Parking Fines	130.00	100.00	0.00	230.00
Revolving: Boat Tax	1,131.00	1,111.00	242.00	2,000.00
Revolving Bldg Rent for Maint.	15,636.64	39,350.00	32,516.16	22,470.48
Revolving: Home Recycling	9,325.00	5,735.00	10,871.00	4,189.00
Revolving: Drug Forfeiture	14,140.09	0.00	0.00	14,140.09
Revolving : Insurance Claims	0.00	135,538.24	135,538.24	0.00
Revolving: Erosion Control	8,112.67	8,837.57	15,676.89	1,273.35
Revolving: Conservation Land Mgmt	13,606.72	0.00	0.00	13,606.72
Revolving: Glass Plant Maintenance	10,494.75	0.00	0.00	10,494.75
Sr. Center Fitness Equipment	10,720.51	4,955.00	245.00	15,430.51
Revolving: COA Programming	1,948.05	15,773.27	15,496.29	2,225.03
Twn Mgr Academy Hill Rd Acceptance	4013.63	42.05	0.00	4,055.68
Madigan Hill	0.00	3,021.99	0.00	3,021.99
Cons593: Academy Hill LLC	533.24	5.58	0.00	538.82
Peer Review Conductor Lab	10,500.11	108.27	2,956.10	7,652.28
Casella Acres Engineering Review	1,701.97	63.73	1,740.00	25.70
Heritage Landing Engineering/Traffic Review	124.91	1,504.74	1,525.00	104.65
ZBA593:Heritage Financial	5,049.62	52.88	0.00	5,102.50
ZBA593:Heritage Legal	7,574.43	79.34	0.00	7,653.77
ZBA593: Groton Farms Civil Eng	3,352.78	35.22	0.00	3,388.00
PB593: Academy Hill	2.51	0.00	0.00	2.51
PB 593: Chamberlains Mills	67.88	0.74	0.00	68.62
PB 593: Batten Woods	413.42	4.31	0.00	417.73
PB 593: Bluestone Ln	1,823.35	19.10	0.00	1,842.45
PB 593: 10 Worthen Dr Gilson	0.00	1,001.04	1,000.00	1.04
PB593: UMASS Emergency Facility	0.00	0.79	0.00	0.79
PB 593: 128 Main St Groton Inn	4,417.70	46.26	0.00	4,463.96
PB 593: Groton Hill Music	1.43	0.00	0.00	1.43
PB 593: Rocky Hill	1,206.79	12.63	0.00	1,219.42
PB 593: 797 Boston Rd	1,109.25	11.65	0.00	1,120.90
PB593: 63 Gratuity Road	4,357.83	26,689.48	31,036.25	11.06
PB 593: Monarch Path	134.06	6,461.12	6,585.00	10.18
43D 593: Mt. Laurel Development	1,930.38	20.23	0.00	1,950.61
PB593: Village Meadows	519.19	1,449.29	1,442.50	525.98
PB 593: Hayes Woods	1,611.38	13.88	280.00	1,345.26
PB593: Village at Shepley Hill	284.37	2.96	0.00	287.33
ZBA593 Groton Farms Traffic	27.48	(12.23)	0.00	15.25
PB593: Noble Monarch	2,528.23	26.51	0.00	2,554.74
ZBA593: Groton Farms Legal	10,115.99	118.43	0.00	10,234.42
159,559.55	252,180.07	257,150.43	0.00	154,589.19

RECEIPTS RESERVED

Premiums used for Debt Srvc Interest	2,224,266.56	202,329.69	2,270,628.50	155,967.75
3M Settlement PFAS	0.00	67,022.12	0.00	67,022.12
TNC Distribution DPU	2,341.70	911.30	0.00	3,253.00
Cable TV Operations	0.00	171,019.84	0.00	171,019.84
Town Forest	74,358.26	0.00	0.00	74,358.26
EMS	795,492.44	482,928.31	454,955.00	823,465.75
Sale of Tarbell School	1,584.00	0.00	0.00	1,584.00
3,098,042.96	924,211.26	2,725,583.50	0.00	1,296,670.72

EMS Repts Res. includes \$480,000 encumbered for FY 2026

NON-EXPENDABLE TRUST FUNDS	Bal. Forward	+ Market Adj	- Market Adj	In or Out	Bal to FY26
Samuel Green Trust	188,159.85	8,073.57			196,233.42
Joseph Shepley Trust	433,680.86	18,608.41			452,289.27
Barr Eye Trust	3,724.04	159.80			3,883.84
Dalrymple Eye Trust	15,717.75	674.43			16,392.18
Waters Trust	8,467,103.47	363,306.98			8,830,410.45
Robbins Library Trust	4,374,002.64	187,679.96			4,561,682.60
Library Book Fund Trust	242,040.83	10,385.50			252,426.33
Lecture Fund Trust	6,700,565.20	287,508.26			6,988,073.46
Shepley Fountain Trust	3,724.01	159.80			3,883.81
Spaulding Trust	1,500.64	64.39			1,565.03
Blood Cemetery Perpetual Care	1,500.61	64.40			1,565.01
Sawyer Library Trust	7,715.03	331.03			8,046.06
Butler School Fund	17,754.68	761.82			18,516.50
Groton Commons Fund	14,914.52	639.95			15,554.47
Robertson Onners Fund	42,680.94	1,927.99			44,608.93
Robbins Scholarship Fund	24,871.33	1,067.18			25,938.51
Twomey Scholarship Fund	51,815.38	2,239.00			54,054.38
VanHoogan Scholarship	98,723.94	4,272.49			102,996.43
Bertozzi Scholarship	202,155.99	8,701.09			210,857.08
Belitsky Scholarship	24,392.49	1,050.16			25,442.65
Thomas Hartnett Memorial Scholarship Fund	23,057.82	3,342.17			26,399.99
Social Justice Trust Fund	22,102.12	948.36			23,050.48
DiePietro Memorial Schol.	1,964,878.63	84,309.12			2,049,187.75
Champney Cemetery Perpetual Care	1,500.62	64.40			1,565.02
Peter Twomey Youth Center	0.00	202,660.90			202,660.90
	22,928,283.39	1,189,001.16	0.00	0.00	24,117,284.55

EXPENDABLE TRUST FUNDS	Bal. Forward	Revenue, Interest + Market Adj	Disbursements & - Market Adj	Bal to FY26	
Samuel Green Trust	992,486.08	80,967.14	26,385.71	1,047,067.51	
Joseph Shepley Trust	438,978.44	41,286.72	23,046.55	457,218.61	
Barr Eye Trust	2,662.59	265.86	348.00	2,580.45	
Dalrymple Eye Trust	34,530.31	2,776.33	367.00	36,939.64	
Waters Trust	1,209,803.59	248,715.82	70,433.89	1,388,085.52	
Robbins Library Trust	677,896.30	132,011.34	75,026.73	734,880.91	
Library Book Fund Trust	90,404.30	11,321.05		101,725.35	
Lecture Fund Trust	1,022,253.88	200,637.30	141,649.45	1,081,241.73	
Shepley Fountain Trust	4,445.28	409.82	100.00	4,755.10	
Spaulding Trust	682.55	81.34		763.89	
Blood Cemetery Perpetual Care	6,209.32	515.61		6,724.93	
Lawrence Library Trust	102,483.82	6,767.97		109,251.79	
Sawyer Library Trust	2,697.66	354.43		3,052.09	
Butler School Fund	4,183.38	657.52		4,840.90	
Groton Commons Fund	6,813.60	791.09	250.00	7,354.69	
Robertson Onners Fund	18,636.79	1,955.59	960.00	19,632.38	
Robbins Scholarship Fund	10,173.17	1,258.71		11,431.88	
Twomey Scholarship Fund	2,002.10	1,109.98	1,000.00	2,112.08	
VanHoogan Scholarship	9,163.99	2,287.27	1,800.00	9,651.26	
Bertozzi Scholarship	4,700.64	3,933.48	3,000.00	5,634.12	
Belitsky Scholarship	761.97	2,021.95	1,000.00	1,783.92	
Thomas Hartnett Memorial Scholarship Fund	1,239.62	1,042.38	1,250.00	1,032.00	
Social Justice Trust Fund	5,731.44	1,051.64	0.00	6,783.08	
DiePietro Memorial Schol.	112,433.17	44,124.56	21,499.94	135,057.79	
Champney Cemetery Perpetual Care	3,567.24	308.03	0.00	3,875.27	
TREAD	17,366.32	9,990.96	9,703.52	17,653.76	
Peter Twomey Youth Center	0.00	1,890.23	77.50	1,812.73	
OPEB	1,362,241.74	351,431.55	0.00	1,713,673.29	
Affordable Housing Trust - CPC Trfs	200,000.00	400,000.00	0.00	600,000.00	
Avenue of Flags	3,532.99	37.01	0.00	3,570.00	
Groton Scholarship	696.54	8,184.44	8,000.00	880.98	
Turtle Study Trust	26,909.29	281.84	0.00	27,191.13	
Turtle MainTrust	30,138.35	315.67	0.00	30,454.02	
RentAssist/Kiley Donation	50,000.00	0.00	0.00	50,000.00	
Affordable Housing Trust - Unrestricted Funds	204,559.87	67,085.20	0.00	271,645.07	
Opioid Settlement Funds	11,024.70	2,570.23	13,594.93	0.00	
General Stabilization	2,579,367.57	149,470.61	0.00	2,728,838.18	
Conservation Commission	1,479,028.26	456,618.43	818,773.19	1,116,873.50	
Capital Stabilization	771,583.15	929,101.16	1,083,500.00	617,184.31	
GDRSD Cap Stabilization	316,982.66	1,653.10	295,767.00	22,868.76	
	11,818,372.67	3,165,283.36	2,597,533.41	0.00	12,386,122.62

Note: Capital Purchase Stabilization Fund Balances include amounts encumbered to FY26 for Capital Expenditures

AGENCY FUNDS	Bal. Forward	Receipts	Expenditures	Bal to FY26
Payroll Deductions	108,680.85	1,037,264.52	1,004,191.29	141,754.08
Police Details Payable	(18,091.22)	354,632.00	371,307.00	(34,766.22)
Fire Details Payable	0.00	464.00	464.00	0.00
ALS Services Payable	9,375.00	93,025.00	94,000.00	8,400.00
ALS Billing Fees Payable	2,488.15	26,575.12	26,841.44	2,221.83

State Sales Tax Payable	1,255.44	7,621.49	8,876.93	0.00
State Firearms Permits Payable	4,050.00	17,012.50	6,400.00	14,662.50
Deputy Collector Payable	29,482.65	22,723.73	24,967.73	27,238.65
Due to Municipalities Recycling	0.00	0.00	0.00	0.00
NEBS Payable for Driveway	10,000.00	0.00	0.00	10,000.00
Turtles Kanniard Homes	9,232.52	96.71	0.00	9,329.23
Performance Bond: 39 Anthony Dr Keenan	533.07	5.58	0.00	538.65
Performance Bond: Chamberlain Mills	3,977.41	12.24	0.00	3,989.65
Performance Bond: GT Smith Moose Trail	1,064.60	11.13	0.00	1,075.73
Performance Bond: H&V Trailer	1,502.10	0.00	1,502.10	0.00
Performance Bond: Enwright Champney St	505.90	5.32	0.00	511.22
Road Opening Bond Wojtas	532.92	5.58	0.00	538.50
Trailer Bond: Pinnacle 120 Boston Rd	5.04	0.00	2.94	2.10
Performance Bond: H&V Trailer	1,696.12	24.43	1,720.55	0.00
Hummingbird Lane Rocky Hill	0.00	0.00	0.00	0.00
Perf Bond Bluebird Lane	127,727.72	1,337.77	0.00	129,065.49
PerfBond Oriole Dr Moulton	288,013.44	3,016.56	0.00	291,030.00
TrailerBond Shepley Hill Constr	5,101.19	53.43	0.00	5,154.62
Kiley Habitat Protection Turtles	11,217.98	117.48	0.00	11,335.46
Tight Tank Bond 72 Maplewood	1,010.48	10.59	0.00	1,021.07
Tight Tank 14 Valley Rd	1,005.48	1,010.49	1,011.37	1,004.60
Performance Bond 468 Main BREM	8,014.00	33.57	8,047.57	0.00
Performance Bond Hayes Wood Drainage	432,857.79	21,391.30	0.00	454,249.09
West Groton Water District	18,023.45	208,133.22	156,933.56	69,223.11
Mass Toss	14,112.12	54,694.09	56,888.39	11,917.82
	<u>1,073,374.20</u>	<u>1,849,277.85</u>	<u>1,763,154.87</u>	<u>0.00</u>
				<u>1,159,497.18</u>

