



TOWN OF GROVELAND

COMMONWEALTH OF MASSACHUSETTS

2017 SPECIAL TOWN MEETING WARRANT
AND

2017 ANNUAL TOWN MEETING WARRANT
AND

2017 ANNUAL TOWN ELECTION WARRANT

Town Meeting: Monday, April 24, 2017

Town Election: Monday, May 1, 2017



TOWN OF GROVELAND

2017 SPECIAL TOWN MEETING WARRANT

COMMONWEALTH OF MASSACHUSETTS

Special Town Meeting: Monday, April 24, 2017

Essex, ss:

To Jeffrey T. Gillen, Deputy Chief of Police of the Town of Groveland, in the County of Essex

GREETINGS:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the Special Town Meeting to meet at the **Dr. Elmer S. Bagnall School, 253 School Street on Monday, April 24, 2017 @ 7:00 P.M.** to vote on the following Articles:

ARTICLE 1: To see if the Town will vote to authorize the Board of Selectmen to sell by any lawful means, upon such terms and conditions and for such consideration as the Selectmen deem appropriate the following parcels of Town owned land:

<u>Lot / Parcel ID</u>	<u>Lot Size</u>	<u>Location</u>	<u>FY2017 Assessed Value</u>
41-055- K	3.9 Ac.	894 (Rear) Salem St	\$ 113,100

or take any other action relative thereto.

Article submitted by the Board of Selectmen

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN

ARTICLE 2: To see if the Town will vote to transfer THIRTY THOUSAND DOLLARS (\$30,000) from Fiscal Year 2016 Town Free Cash to the Bagnall School Building Improvements Account #2450-301-45811-000; or take any other action relative thereto.

Article submitted by Board of Selectmen.

This article would allow for improvements to the Bagnall School building in terms of security and safety.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN

ARTICLE 3: To see if the Town will vote to transfer FIFTEEN THOUSAND DOLLARS (\$15,000) from Fiscal Year 2016 Town Free Cash to the Fiscal Year 2017 Snow & Ice Removal Account #1001-421-52300-053; or take any other action relative thereto.

Article submitted by the Finance Director.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN

ARTICLE 4: To see if the Town will vote to transfer the sum of FIFTY THOUSAND DOLLARS (\$50,000.00) from Fiscal Year 2016 Sewer Enterprise Department Retained Earnings to offset the Fiscal Year 2017 Long Term Debt & Interest, or take any other action relative thereto.

Article submitted by Water & Sewer Commissioners

WATER & SEWER COMMISSIONERS RECOMMEND FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 5: To see if the Town will vote to make the following transfers; or take any other action relative thereto:

\$ 10,000 from Northeast Vocational/Technical Assessment line item #1001-301-58830-058 to Legal Expense line item #1001-151-52000-052 to cover initial funding shortfall;

\$30,000 from Veterans Benefits line item #1001-543-57701-057 to Legal Expense line item #1001-151-52000-052 to cover initial funding shortfall;

\$ 12,000 from Employee Group Health Insurance line item #1001-193-54000-054 to Legal Settlement Line item #1001-151-54000-054 to cover initial funding shortfall;

\$ 8,450 from Conservation Commission Expense line item #1001-171-52000-052 to Conservation Commission – Salary Part Time line item #1001-171-51100-051 to cover initial funding shortfall;

\$ 1,200 from Cemetery Parts Expense line item #1001-491-52702-057 to Cemetery Utilities Expense line item #1001-491-52418-052 to cover initial funding shortfall;

\$ 7,500 from Highway Part-Time Salary line item #1001-421-51112-051 to Highway Overtime line item #1001-421-51300-051 to cover initial funding shortfall;

\$ 7,200 from Employee Group Health Insurance line item #1001-193-54000-054 to Property and Casualty Insurance line item #1001-193-57400-057 to cover initial funding shortfall;

\$ 3,000 from Utilities line item #1001-192-53000-053 to Postage line item #1001-133-52300-052 to cover initial funding shortfall;

Article submitted by Various Departments by Request.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

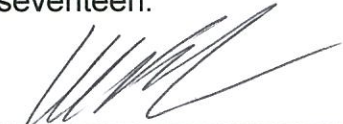
FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

And you are directed to serve this Warrant by posting attested copies thereof in said Town, one copy in each of the three parts of Town known as Savaryville, the Village, and South Groveland, fourteen (14) days at least before the time of holding said meeting.

Hereof fail not and make due return of this Warrant, with your doings thereon to the Precinct Clerk, at the time and place of said meeting.


Given under our hands this 4th day of April in the year of our Lord two thousand seventeen.



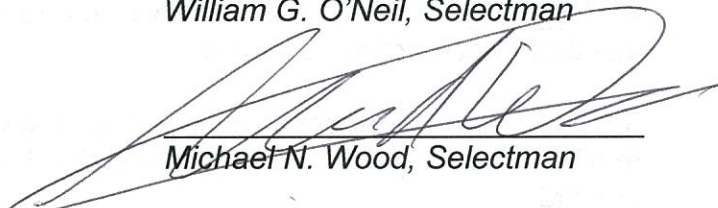
William F. Dunn, Chairman




William G. O'Neil, Selectman



Edward H. Watson, Vice-Chairman



Michael N. Wood, Selectman

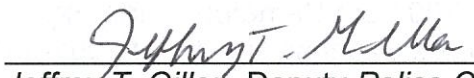


Daniel J. MacDonald, Selectman

A true copy, attest:



Anne Brodie, Town Clerk



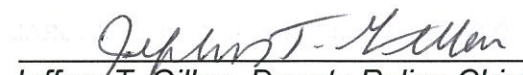
Jeffrey T. Gillen, Deputy Police Chief

OFFICER'S RETURN

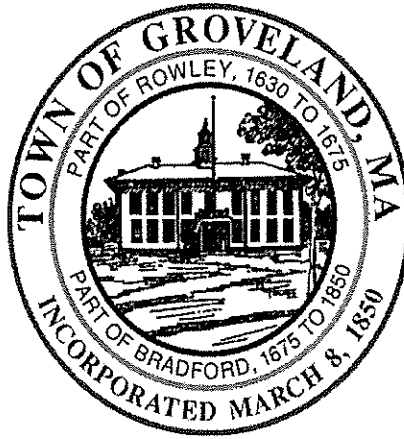
I have notified and warned the inhabitants of the Town of Groveland who are qualified to vote in Town Affairs by posting true and attested copies of this Warrant at the Town Hall, Savaryville and South Groveland. Said copies not having been posted less than **fourteen days** before the time of said meeting.



Anne Brodie, Town Clerk



Jeffrey T. Gillen, Deputy Police Chief



TOWN OF GROVELAND

2017 ANNUAL TOWN MEETING WARRANT AND 2017 ANNUAL TOWN ELECTION WARRANT

COMMONWEALTH OF MASSACHUSETTS

Town Meeting: Monday, April 24, 2017

Town Election: Monday, May 1, 2017

Essex,ss:

To Jeffrey T. Gillen, Deputy Chief of Police of the Town of Groveland, in the County of Essex,

GREETINGS:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the **Annual Town Meeting to meet at the Dr. Elmer S. Bagnall School, 253 School Street, Groveland, MA on Monday, April 24, 2017 @ 7:30 P.M.** to act upon or take any other action relative thereto on the following Articles.

Also for those qualified to vote in the **Annual Town Election** to meet in their voting precinct **Town Hall, 183 Main Street Groveland, MA on Monday, May 1, 2017 between the hours of 7:00 A.M. and 8:00 P.M.** which calls for the election of Town Officials.

ARTICLE 1: To see if the Town will vote to authorize the Selectmen to petition the State for any sum available under provisions of Chapter 90, said funds to be apportioned and expended by and under the direction of the State Department of Public Works (Massachusetts Highway Department) in accordance with said statutes; or take any other action relative thereto.

Article submitted by the Board of Selectmen.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 2: To see if the Town will vote to transfer from available funds the amount of TWO HUNDRED THIRTEEN THOUSAND SIX HUNDRED SEVENTY-FOUR DOLLARS (\$213,674) and appropriate said sum for Chapter 90 approved road work, said amount to be used pending reimbursement by the State, with such work to be done under the supervision of the Road Commissioner; or take any other action relative thereto.

Article submitted by Board of Selectmen

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 3: To see if the Town will vote to raise and appropriate the sum of NINE HUNDRED DOLLARS (\$900) for the purpose of providing this amount to the William R. Dewhirst, Jr. Post 7366, Veterans of Foreign Wars of the United States, Groveland, MA to pay for heat, electricity, and maintaining its meeting place and any expenses to support this request in Fiscal 2018; or take any other action relative thereto.

Article submitted by Board of Selectmen

NOTE: Authorization for this appropriation is provided in MGL, C. 40, §9.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 4: To see if the Town will vote to accept the sum of THIRTY-FIVE THOUSAND DOLLARS (\$35,000) from the Groveland Municipal Electric Department Operation Account to Town Estimated Receipts to reduce the Tax Rate for the twelve months ending June 30, 2018; or take any other action relative thereto.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 5: To see if the Town will vote to raise the following sums to defray Town charges for the ensuing year ending June 30, 2018 and make appropriations therefor, or take any other action relative thereto:

Appropriated FY2016	Spent FY2016	Appropriated FY'17	Line Item	Department Requested FY'18	Board of Selectmen Recommends	Finance Board Recommends
GENERAL GOVERNMENT						
MODERATOR						
100	-	100	Stipend	100	100	100
<u>\$ 100</u>	<u>\$ -</u>	<u>\$ 100</u>	1 Total Moderator Budget	<u>\$ 100</u>	<u>\$ 100</u>	<u>\$ 100</u>
SELECTMEN						
7,500	6,000	7,500	Selectmen's Stipend	7,500	7,500	7,500
20,000	16,083	9,196	Admin. Asst. Salary	9,196	9,380	9,380
<u>\$ 27,500</u>	<u>\$ 22,083</u>	<u>\$ 16,696</u>	2 Total Salaries	<u>\$ 16,696</u>	<u>\$ 16,880</u>	<u>\$ 16,880</u>
25,000	25,000	25,000	Town Audit	25,000	25,000	25,000
20,000	11,854	6,554	Reserve Fund	20,000	20,000	20,000
1,406	1,406	1,500	Association Fees	1,750	1,750	1,750
2,000	-	2,000	Town Reports	1,700	1,700	\$ 1,700
		3,500	Minutes Clerk	4,000	4,000	4,000
750	5,117	500	Expenses	750	750	750
<u>\$ 49,156</u>	<u>\$ 43,377</u>	<u>\$ 39,054</u>	3 Total Expenses	<u>\$ 53,200</u>	<u>\$ 53,200</u>	<u>\$ 53,200</u>
<u>\$ 76,656</u>	<u>\$ 65,460</u>	<u>\$ 55,750</u>	Total Selectmen Budget	<u>\$ 69,896</u>	<u>\$ 70,080</u>	<u>\$ 70,080</u>
FINANCE DEPARTMENT						
105,000	105,000	107,100	Finance Director's Salary (inc. T/C)	107,100	109,242	109,242
50,049	50,049	51,051	Asst. Treasurer/Collector's Salary	51,051	52,072	52,072
29,325	24,832	21,457	Treasury/Collection Clerk	21,457	21,886	21,886
<u>\$ 184,374</u>	<u>\$ 179,881</u>	<u>\$ 179,608</u>	4 Total Salaries	<u>\$ 179,608</u>	<u>\$ 183,200</u>	<u>\$ 183,200</u>
1,250	6,716	750	Tax Title Treasury/Collection	750	750	750
4,000	2,156	3,000	Education and Association Fees	3,000	3,000	3,000
12,000	13,393	11,500	Postage	12,500	12,500	12,500
		5,000	Payroll Fees	4,800	4,800	4,800
4,500	6,000	1,500	Office Expense	2,200	2,200	2,200
<u>\$ 21,750</u>	<u>\$ 28,265</u>	<u>\$ 21,750</u>	5 Total Expenses	<u>\$ 23,250</u>	<u>\$ 23,250</u>	<u>\$ 23,250</u>
<u>\$ 206,124</u>	<u>\$ 208,147</u>	<u>\$ 201,358</u>	Total Finance Department Budget	<u>\$ 202,858</u>	<u>\$ 206,450</u>	<u>\$ 206,450</u>
TOWN ACCOUNTANT						
68,119	68,119	69,481	6 Accountant's Salary	68,000	68,000	68,000
350	197	350	7 Office Expenses	1,000	1,000	1,000
<u>\$ 68,469</u>	<u>\$ 68,316</u>	<u>\$ 69,831</u>	Total Town Accountant Budget	<u>\$ 69,000</u>	<u>\$ 69,000</u>	<u>\$ 69,000</u>
BOARD OF ASSESSORS						
900	900	900	Assessor's Stipends	1,500	1,500	1,500
49,429	49,429	50,418	Assessors' Manager's Salary	52,000	51,426	51,426
<u>\$ 50,329</u>	<u>\$ 50,329</u>	<u>\$ 51,318</u>	8 Total Salaries	<u>\$ 53,500</u>	<u>\$ 52,926</u>	<u>\$ 52,926</u>
3,500	2,884	3,000	Expenses	3,000	3,000	3,000
35,575	35,575	35,575	Revaluation Maintenance	39,240	39,240	39,240
6,000	5,970	6,100	Software & Licenses	6,370	6,370	6,370
3,750	3,750	4,250	Maps - Updating	7,290	7,290	7,290
<u>\$ 48,825</u>	<u>\$ 48,179</u>	<u>\$ 48,925</u>	9 Total Expenses	<u>\$ 55,900</u>	<u>\$ 55,900</u>	<u>\$ 55,900</u>
<u>\$ 99,154</u>	<u>\$ 98,508</u>	<u>\$ 100,243</u>	Total Board of Assessors Budget	<u>\$ 109,400</u>	<u>\$ 108,826</u>	<u>\$ 108,826</u>
TOWN COUNSEL						
40,000	84,589	40,000	Legal Expense	65,000	65,000	65,000
<u>\$ 40,000</u>	<u>\$ 84,589</u>	<u>\$ 40,000</u>	10 Total Town Counsel Budget	<u>\$ 65,000</u>	<u>\$ 65,000</u>	<u>\$ 65,000</u>
TECHNOLOGY						
14,500	14,499	15,000	Computer Hardware Maint & Lic Fees	20,000	20,000	20,000
1,500	2,500	1,000	Computer Consultant			
5,000	4,633	5,400	Hardware & Software Expense	5,400	5,400	5,400
<u>\$ 21,000</u>	<u>\$ 21,632</u>	<u>\$ 21,400</u>	11 Total Technology Department	<u>\$ 25,400</u>	<u>\$ 25,400</u>	<u>\$ 25,400</u>
TOWN CLERK						
56,596	56,596	57,728	Town Clerk's Salary	57,728	58,883	58,883
950	2,270	3,400	Poll Workers	1,125	1,125	1,125
<u>\$ 57,546</u>	<u>\$ 58,866</u>	<u>\$ 61,128</u>	12 Total Salaries	<u>\$ 58,853</u>	<u>\$ 60,008</u>	<u>\$ 60,008</u>
3,300	3,300	3,375	Election Expenses	3,360	3,360	\$ 3,360
3,210	3,052	3,000	Office Expenses & Supplies	3,000	3,000	\$ 3,000
<u>6,510</u>	<u>6,352</u>	<u>6,375</u>	13 Total Expenses	<u>\$ 6,360</u>	<u>\$ 6,360</u>	<u>\$ 6,360</u>
<u>\$ 64,056</u>	<u>\$ 65,218</u>	<u>\$ 67,503</u>	Total Town Clerk Budget	<u>\$ 65,213</u>	<u>\$ 66,368</u>	<u>\$ 66,368</u>
CONSERVATION COMMISSION						
1,400	-	-	Stipends	1,400	1,400	1,400
	9,387		Expenses	1,495	1,495	1,495
<u>\$ 1,400</u>	<u>\$ 9,387</u>	<u>\$ -</u>	14 Total Conservation Commission Budget	<u>\$ 2,895</u>	<u>\$ 2,895</u>	<u>\$ 2,895</u>

Appropriated FY2016	Spent FY2016	Appropriated FY'17	Line Item	Department Requested FY'18	Board of Selectmen Recommends	Finance Board Recommends
1,500	1,200	1,500	PLANNING AND ENGINEERING			
			Planning Members' Stipends	1,800	1,800	1,800
			Town Planner	65,000	35,000	35,000
1,500	1,200	1,500	15 Total Salaries	66,800	36,800	36,800
1,000	101	1,000	Expenses	6,000	6,000	6,000
4,000	2,625	4,000	Contracted Services	-	-	-
2,244	2,243	2,300	Merrimack Valley Planning Assessment	2,400	2,400	2,400
7,244	4,969	7,300	16 Total Expenses	8,400	8,400	8,400
\$ 8,744	\$ 6,169	\$ 8,800	Total Planning and Engineering Budget	\$ 75,200	\$ 45,200	\$ 45,200
			ZONING BOARD OF APPEALS			
			Zoning Members' Stipends			
4,060	4,060	4,060	Contracted Services & Expenses	5,000	4,000	4,000
\$ 4,060	\$ 4,060	\$ 4,060	17 Total ZBA Budget	\$ 5,000	\$ 4,000	\$ 4,000
			MUNICIPAL BUILDINGS			
17,000	14,958	18,200	Custodian/Facilities Part-time Employee	18,200	18,564	18,564
17,000	14,958	18,200	18 Total Salaries	18,200	18,564	18,564
17,000	14,578	17,000	Lawn & Grounds	17,000	17,000	17,000
104,000	87,111	104,000	Utilities	106,000	106,000	106,000
7,500	7,500	7,500	Copier Lease & Supplies	8,000	8,000	8,000
4,000	4,000	6,000	Town Decor (Winter & Spring)	6,500	6,500	6,500
29,000	28,627	28,000	Repairs & Maintenance	32,000	32,000	32,000
5,000	6,150	7,500	Supplies	9,000	9,000	9,000
166,500	147,967	170,000	19 Total Expenses	178,500	178,500	178,500
\$ 183,500	\$ 162,925	\$ 188,200	Total Municipal Buildings Budget	\$ 196,700	\$ 197,064	\$ 197,064
			INSURANCE			
125,000	106,628	125,000	Property & Casualty Insurance	145,000	145,000	145,000
2,500	1,515	2,500	Employee Group Life Insurance	2,700	2,700	2,700
365,000	284,889	383,250	Employee Group Health Insurance	385,000	385,000	385,000
\$ 492,500	\$ 393,032	\$ 510,750	20 Total Insurance Budget	\$ 532,700	\$ 532,700	\$ 532,700
\$ 1,265,763	\$ 1,187,443	\$ 1,267,995	TOTAL GENERAL GOVERNMENT	\$ 1,419,362	\$ 1,393,083	\$ 1,393,083

PUBLIC SAFETY

			POLICE DEPARTMENT			
94,622	94,622	120,643	Chief's Salary	123,055	123,055	123,055
88,709	88,709	90,483	Deputy Chief's/Lieutenant's Salary	90,483	85,965	85,965
151,904	149,500	157,697	Sergeant's Salary	157,697	164,158	164,158
383,728	378,614	391,602	Patrolmen's Salary	397,561	397,561	397,561
246,022	243,080	251,576	Communication Salary	255,000	260,100	260,100
5,000	11,200	12,000	Training	13,770	13,770	13,770
93,990	93,990	95,870	Reserves	102,594	102,594	102,594
29,679	29,679	30,273	Overtime	30,273	30,878	30,878
118,935	118,935	99,777	Education Incentives	99,294	101,280	101,280
\$ 1,212,589	\$ 1,208,329	\$ 1,249,920	21 Total Salaries	\$ 1,269,727	\$ 1,279,361	\$ 1,279,361
1,000	-	1,000	Harbormaster Expenses	1,000	1,000	1,000
4,600	6,882	4,600	Expenses	6,000	6,000	6,000
6,600	6,113	6,600	Supplies	7,700	7,700	7,700
9,000	14,000	9,000	Vehicle Maintenance	12,000	12,000	12,000
15,000	14,372	15,000	Equipment Maintenance	15,300	15,300	15,300
2,500	2,500	3,000	Firearms	3,060	3,060	3,060
11,750	11,282	11,750	Clothing Allowance	11,775	11,775	11,775
2,270	2,059	2,450	Association Fees	2,450	2,450	2,450
3,200	3,200	3,200	Communication Expenses	3,200	3,200	3,200
6,970	6,826	9,970	Training	10,170	10,170	10,170
35,150	21,246	25,150	Fuel	25,150	25,150	25,150
\$ 98,040	\$ 88,479	\$ 91,720	22 Total Expenses	\$ 97,805	\$ 97,805	\$ 97,805
\$ 1,310,629	\$ 1,296,808	\$ 1,341,640	Total Police Budget	\$ 1,367,532	\$ 1,377,166	\$ 1,377,166
			PARKING CLERK			
100	-	100	Expense	100	100	100
\$ 100	\$ -	\$ 100	23 Total Parking Clerk Budget	\$ 100	\$ 100	\$ 100
			FIRE DEPARTMENT			
27,641	27,641	28,194	Chief's Salary	28,194	28,758	28,758
96,939	97,858	98,878	Firefighter Salary	98,878	100,855	100,855
3,122	4,580	3,650	Inspector's Salary	4,000	4,000	4,000
5,000	15,000	7,500	Mass. Fire Academy Training	-	-	-
38,000	30,501	41,000	Drill Wages	48,500	49,470	49,470
\$ 170,702	\$ 175,580	\$ 179,222	24 Total Salaries	\$ 179,572	\$ 183,083	\$ 183,083
14,006	13,006	9,580	Communications	9,772	9,772	9,772
8,100	5,700	3,500	Training Expense	2,500	2,500	2,500
12,400	22,303	29,500	Fire Equipment & Supplies	29,500	29,500	29,500

Appropriated FY2016	Spent FY2016	Appropriated FY'17	Line Item	Department Requested FY'18	Board of Selectmen Recommends	Finance Board Recommends
8,600	2,715	6,500	Fuel	6,000	6,000	6,000
1,700	1,700	2,500	Association Dues	2,800	2,800	2,800
6,250	6,167	3,000	Equipment Testing & Maintenance	16,805	16,805	16,805
6,300	6,300	3,500	Medical Supplies	5,500	5,500	5,500
18,000	12,470	26,921	Maintenance	-	-	-
\$ 75,356	\$ 70,362	\$ 85,001	25 Total Expenses	\$ 72,877	\$ 72,877	\$ 72,877
\$ 246,058	\$ 245,942	\$ 264,223	Total Fire Budget	\$ 252,449	\$ 255,960	\$ 255,960
INSPECTORS						
9,000	10,137	9,000	Wiring Inspector	9,000	9,000	9,000
10,000	12,693	10,000	Plumbing & Gas Inspector	10,000	10,000	10,000
50,084	46,829	47,037	Building Inspector	47,037	47,978	47,978
\$ 69,084	\$ 69,659	\$ 66,037	26 Total Salaries	\$ 66,037	\$ 66,978	\$ 66,978
450	450	1,800	Continuing Education	1,000	1,000	1,000
450	450	1,400	Materials	2,200	2,200	2,200
		1,800	Reimbursements (Mileage & Cell Phone)	1,000	1,000	1,000
750	750	750	Sealer of Weights & Measures	750	750	750
			Permit Software Expense	7,000	7,000	7,000
2,800	5,595	1,500	Building Inspector Expenses	2,300	2,300	2,300
\$ 4,450	\$ 7,245	\$ 7,250	27 Total Expenses	\$ 14,250	\$ 14,250	\$ 14,250
\$ 73,534	\$ 76,904	\$ 73,287	Total Inspectors Budget	\$ 80,287	\$ 81,228	\$ 81,228
EMERGENCY MANAGEMENT						
3,000	3,000	3,000	Director's Stipend	3,000	3,000	3,000
1,000	674	1,000	Expenses	1,000	1,000	1,000
\$ 4,000	\$ 3,674	\$ 4,000	28 Total Emergency Management Budget	\$ 4,000	\$ 4,000	\$ 4,000
\$ 1,634,321	\$ 1,623,328	\$ 1,683,250	TOTAL PUBLIC SAFETY	\$ 1,704,368	\$ 1,718,454	\$ 1,718,454
EDUCATION						
7,999,158	7,999,158	8,357,742	Pentucket Base Assessment	8,707,958	8,707,958	8,707,958
-	-	-	Pentucket Supplemental Assessment			
500,921	500,921	559,388	Pentucket Capital Assessment	559,928	559,928	559,928
-	-	-	Pentucket Capital Assessment Supplemental			
120,624	173,135	200,000	Essex Tech	210,000	210,000	210,000
933,176	933,176	990,981	Whittier Vocational/Technical Assessment	953,645	953,645	953,645
\$ 9,553,879	\$ 9,606,390	\$ 10,108,111	29 Total Education Budget	\$ 10,431,531	\$ 10,431,531	\$ 10,431,531
\$ 9,553,879	\$ 9,606,390	\$ 10,108,111	TOTAL EDUCATION	\$ 10,431,531	\$ 10,431,531	\$ 10,431,531
PUBLIC WORKS						
TREE WARDEN						
-	-	-	Tree Warden Stipend	-	-	-
6,500	6,350	1,500	Expenses	1,500	1,500	1,500
\$ 6,500	\$ 6,350	\$ 1,500	30 Total Tree Warden Budget	\$ 1,500	\$ 1,500	\$ 1,500
HIGHWAYS						
79,386	79,386	80,974	Road Commissioner's Salary	80,974	82,593	82,593
211,601	208,229	225,275	Highway Salaries	225,275	229,779	229,779
2,200	1,887	2,200	Sick day buy back (Contractual)	2,200	2,200	2,200
15,000	14,398	13,000	Highway Salary - Part Time	7,000	7,000	7,000
8,000	7,416	9,000	Overtime	12,000	12,000	12,000
\$ 316,187	\$ 311,316	\$ 330,449	31 Total Salaries	\$ 327,449	\$ 333,572	\$ 333,572
7,000	6,490	7,000	Highway Expense	8,000	8,000	8,000
32,200	32,200	37,000	Front End Loader (Lease)	37,000	37,000	37,000
165,000	175,678	165,000	Snow & Ice Removal	165,000	165,000	165,000
45,000	44,782	45,000	Road Machinery Expense	46,000	52,000	52,000
116,500	116,405	118,000	Road Maintenance Expense	120,000	120,000	120,000
\$ 365,700	\$ 375,555	\$ 372,000	32 Total Expense	\$ 376,000	\$ 382,000	\$ 382,000
\$ 681,887	\$ 686,871	\$ 702,449	Total Highway Budget	\$ 703,449	\$ 715,572	\$ 715,572
RUBBISH COLLECTION						
10,581	10,581	10,792	Contract Administrator	10,792	11,008	11,008
460,000	412,319	482,345	Contract Expense	491,790	491,790	491,790
\$ 470,581	\$ 422,900	\$ 493,137	33 Total Rubbish Collection Budget	\$ 502,582	\$ 502,798	\$ 502,798
CEMETERY						
-	-	450	Commissioner's Stipend	450	450	450
37,038	37,038	37,779	Full Time Wages	37,779	38,535	38,535
6,000	8,000	8,500	Part Time Wages	8,500	9,000	9,000
\$ 43,038	\$ 45,038	\$ 46,729	34 Total Salaries	\$ 46,729	\$ 47,985	\$ 47,985
4,000	4,000	4,000	Supplies	4,500	4,500	4,500
2,800	1,814	2,800	Vehicle Fuel	1,500	1,500	1,500

Appropriated FY2016	Spent FY2016	Appropriated FY'17	Line Item	Department Requested FY'18	Board of Selectmen Recommend	Finance Board Recommend
500	500	500	Landscaping	800	800	800
2,400	2,400	2,400	Utilities	3,400	3,400	3,400
3,000	3,419	3,000	Parts	1,500	1,500	1,500
1,500	1,500	1,500	Expenses	2,500	2,500	2,500
\$ 14,200	\$ 13,633	\$ 14,200	³⁵ Total Expenses	\$ 14,200	\$ 14,200	\$ 14,200
\$ 57,238	\$ 58,671	\$ 60,929	Total Cemetery Budget	\$ 60,929	\$ 62,185	\$ 62,185
\$ 1,216,206	\$ 1,174,792	\$ 1,258,015	TOTAL PUBLIC WORKS	\$ 1,268,460	\$ 1,282,055	\$ 1,282,055
HUMAN SERVICES						
BOARD OF HEALTH						
900	300	900	Health Members' Stipends	900	900	900
11,318	11,318	11,544	Health Nurse Wages	11,544	11,775	11,775
21,189	21,189	21,613	Health/Sanitation Agent Wages	21,613	22,045	22,045
15,513	15,513	15,823	Part-time Clerk Wages	15,823	16,140	16,140
\$ 48,920	\$ 48,320	\$ 49,880	³⁶ Total Salaries	\$ 49,880	\$ 50,860	\$ 50,860
3,000		2,500	³⁷ Expenses	2,550	2,550	2,550
\$ 51,920	\$ 48,320	\$ 52,380	Total Board of Health Budget	\$ 52,430	\$ 53,410	\$ 53,410
COUNCIL ON AGING						
51,520	51,520	52,550	Director's Salary	52,550	53,601	53,601
32,746	32,745	33,400	Program Coordinator	33,400	34,068	34,068
8,108	7,983	8,270	Outreach Worker	8,270	8,435	8,435
18,551	18,224	18,922	Part Time Van Driver	18,922	19,300	19,300
\$ 110,925	\$ 110,471	\$ 113,142	³⁸ Total Salaries	\$ 113,142	\$ 115,404	\$ 115,404
-	-	-	Elder Services of Merrimack Valley Assessment			
6,600	6,457	6,600	Expenses	7,600	7,600	7,600
\$ 6,600	\$ 6,457	\$ 6,600	³⁹ Total Expenses	\$ 7,600	\$ 7,600	\$ 7,600
\$ 117,525	\$ 116,928	\$ 119,742	Total Council on Aging Budget	\$ 120,742	\$ 123,004	\$ 123,004
VETERANS						
9,500	7,784	8,500	Veterans' Agent Salary	8,500	8,500	8,500
85,000	37,692	75,000	Veterans' Benefits	35,000	32,000	32,000
\$ 94,500	\$ 45,476	\$ 83,500	⁴⁰ Total Veterans Budget	\$ 43,500	\$ 40,500	\$ 40,500
\$ 263,945	\$ 210,724	\$ 255,622	TOTAL HUMAN SERVICES	\$ 216,672	\$ 216,914	\$ 216,914
LIBRARY						
61,000	41,035	61,000	Library Director's Salary	61,000	62,220	62,220
101,405	84,680	103,433	Library Staff Wages	103,433	107,200	107,200
6,708	6,399	6,842	Part Time Wages	6,842	8,800	8,800
\$ 169,113	\$ 132,113	\$ 171,275	⁴¹ Total Salaries	\$ 171,275	\$ 178,220	\$ 178,220
39,061	39,061	42,461	Library Materials	45,681	45,681	45,681
1,000	1,000	1,000	Technology	1,020	1,020	1,020
1,000	1,000	1,000	Programs	1,020	1,020	1,020
17,587	17,587	17,587	Dues	17,939	17,939	17,939
1,434	1,134	1,434	Training	1,463	1,463	1,463
4,000	4,000	4,000	Supplies	4,080	4,080	4,080
\$ 64,082	\$ 63,782	\$ 67,482	⁴² Total Expenses	\$ 71,203	\$ 71,203	\$ 71,203
\$ 233,195	\$ 195,896	\$ 238,757	Total Library Budget	\$ 242,478	\$ 249,423	\$ 249,423
\$ 233,195	\$ 195,896	\$ 238,757	TOTAL LIBRARY	\$ 242,478	\$ 249,423	\$ 249,423
DEBT SERVICE						
185,000	185,000	185,000	Principal	245,000	245,000	245,000
165,375	119,215	126,013	Interest	148,713	148,713	148,713
\$ 350,375	\$ 304,215	\$ 311,013	⁴³ Total Debt Budget	\$ 393,713	\$ 393,713	\$ 393,713
350,375	304,215	311,013	TOTAL DEBT SERVICE	\$ 393,713	\$ 393,713	\$ 393,713
UNCLASSIFIED						
420,578	429,177	426,907	Essex Country Retirement Contribution	461,915	461,915	461,915
3,000	1,526	3,000	Unemployment Compensation	3,000	3,000	3,000
48,000	50,992	50,000	Medicare Tax	53,500	53,500	53,500
		85,000	OPEB Trust Fund (Other Post Employment Benefits)	85,000	85,000	85,000
500	487	500	Memorial Day Services	500	500	500
37,000	36,976	38,500	Street Lighting	40,000	40,000	40,000
\$ 509,078	\$ 519,158	\$ 603,907	⁴⁴ Total Unclassified Budget	\$ 643,915	\$ 643,915	\$ 643,915
509,078	519,158	603,907	TOTAL UNCLASSIFIED	\$ 643,915	\$ 643,915	\$ 643,915
15,026,762	14,821,945	15,726,670	GRAND TOTAL	\$ 16,320,498	\$ 16,329,088	\$ 16,329,088

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 6: To see if the Town will vote to raise and appropriate the sum of ONE MILLION THIRTY-FOUR THOUSAND, FOUR HUNDRED AND THIRTY-ONE DOLLARS (\$1,034,431) for the use of the Water Department, said sum to be offset by FY 2018 Water Department Revenue; or take any other action relative thereto:

	<u>FY '17</u>	<u>FY '18 REQUESTED</u>	<u>FINANCE BOARD RECOMMENDS</u>
Commissioners	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00
Superintendent	\$ 64,327.00	\$ 64,327.00	\$ 65,613.54
Office Manager	\$ 42,022.00	\$ 42,022.00	\$ 42,862.44
Laborers' Wages (3)	\$123,778.00	\$123,778.00	\$123,778.00
Part-Time Help	\$ 5,780.00	\$ 5,780.00	\$ 5,780.00
Overtime	\$ 28,923.00	\$ 28,923.00	\$ 28,923.00
Expenses	\$292,041.00	\$298,000.00	\$298,000.00
Health	\$ 56,466.00	\$ 59,290.00	\$ 59,290.00
Retirement	\$ 50,974.00	\$ 56,351.00	\$ 56,351.00
Emergency Funds	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Bond Debt & Interest	<u>\$169,700.00</u>	<u>\$304,700.00</u>	<u>\$304,700.00</u>
TOTAL	<u>\$885,271.00</u>	<u>\$1,034,431.00</u>	<u>\$1,036,557.98</u>

Article submitted by Water & Sewer Commissioners

WATER/SEWER COMMISSIONERS RECOMMEND FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 7: To see if the Town will vote to raise and appropriate the sum of FIVE HUNDRED SEVENTY-FIVE THOUSAND, FIVE HUNDRED AND THIRTY-FOUR DOLLARS (\$575,534) for the use of the Sewer Department, said sum to be offset by FY 2018 Sewer Department Revenue; or take any other action relative thereto:

	<u>FY '17</u>	<u>FY'18 REQUESTED</u>	<u>FINANCE BOARD RECOMMENDS</u>
Commissioners	\$ 540.00	\$ 540.00	\$ 540.00
Superintendent	\$ 27,506.00	\$ 27,506.00	\$ 28,056.12
Office Manager	\$ 18,009.00	\$ 18,009.00	\$ 18,369.18
Laborers' Wages (3)	\$ 53,048.00	\$ 53,048.00	\$ 53,048.00
Overtime	\$ 7,824.00	\$ 7,824.00	\$ 7,824.00
Part-Time Help	\$	\$ 1,734.00	\$ 1,734.00
Expenses	\$ 79,950.00	\$ 81,549.00	\$ 81,549.00
Health	\$ 24,755.00	\$ 25,993.00	\$ 25,993.00
Retirement	\$ 25,487.00	\$ 28,176.00	\$ 28,176.00
Bond Debt & Interest	\$102,469.00	\$100,024.00	\$100,024.00
Emergency Funds	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Haverhill Wastewater	\$138,983.00	\$166,780.00	\$166,780.00
Haverhill Capital Bond	<u>\$ 27,000.00</u>	<u>\$ 39,351.00</u>	<u>\$ 39,351.00</u>
TOTAL	<u>\$530,571.00</u>	<u>\$575,534.00</u>	<u>\$576,444.30</u>

Article submitted by Water & Sewer Commissioners

WATER/SEWER COMMISSIONERS RECOMMEND FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 8: To see if the Town will vote to fix the salary and compensation of all elective and appointive officers of the Town for the twelve months ending June 30, 2018. Fixing of salaries according to Articles #5 - #7 above; or take any other action relative thereto.

Article submitted by Finance Board

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 9: To see if the Town will vote to transfer the sum of ONE HUNDRED NINETY THOUSAND DOLLARS (\$190,000) from the Overlay Surplus Account for the purpose of funding the Town's operating budget for Fiscal Year 2018; or take any other action relative thereto.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 10: To see if the Town will vote to transfer EIGHTY-FIVE THOUSAND DOLLARS (\$85,000) from Fiscal Year 2016 Town Free Cash for the purpose of funding the Town's operating budget for Fiscal Year 2018; or take any other action relative thereto.

Article submitted by Board of Selectmen.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 11: To see if the Town will vote to transfer ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$175,000) from Fiscal Year 2016 Town Free Cash to the Stabilization Fund Account #8500-040-35992-000; or take any other action relative thereto.

Article submitted by Board of Selectmen. Requires 2/3 affirmative vote.

This article would add to our "rainy day" fund and continue to build up our reserves

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN

ARTICLE 12: To see if the Town will vote to transfer SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) from Fiscal Year 2016 Town Free Cash to the Capital Stabilization Fund Account #8500-040-35925-000; or take any other action relative thereto.

Article submitted by Board of Selectmen. Requires 2/3's affirmative vote

This article would add to our reserve for capital-related projects or the purchase or acquisition of capital equipment, or payment of debt service related thereto.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 13: To see if the Town will vote to transfer the sum of SIXTY-FIVE THOUSAND DOLLARS (\$65,000) from Fiscal Year 2016 Town Free Cash to the MS4 Stormwater Permit Account #2452-421-45810-000 for the purpose of funding engineering and consulting services for the development of an application for a National Pollutant Discharge Elimination System (NPDES) MS4 Stormwater Permit; or take any other action relative thereto.

Article submitted by the Road Commissioner.

The United States Environmental Protection Agency (EPA) has released the requirements for National Pollutant Discharge Elimination System (NPDES) compliance. The purpose of this funding is to engage an engineering firm to develop the Town's NPDES MS4 permit application. This is year one of a five year program.

The new regulations are the most sweeping set of stormwater regulations in the last 45 years. While Groveland has been planning and implementing stormwater improvements for many years, the new regulations will require substantial changes to the Town's stormwater bylaw, drainage infrastructure, site plan, and subdivision reviews.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 14: To see if the Town will vote to transfer FIFTY-THOUSAND DOLLARS (\$50,000) from Fiscal Year 2016 Water Enterprise Retained Earnings to put towards the completion of Governor's Road water main project; or take any other action relative thereto.

Article submitted by Water & Sewer Commissioners

WATER & SEWER COMMISSIONERS RECOMMEND FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 15: To see if the Town will vote to transfer the sum of SEVENTY THOUSAND DOLLARS (\$70,000.00) from Fiscal Year 2016 Water Enterprise Department Retained Earnings to put towards the renovations of 23 School St for a new operational facility for the department, or take any other action relative thereto.

Article submitted by Water & Sewer Commissioners

WATER & SEWER COMMISSIONERS RECOMMEND FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 16: To see if the Town will vote to transfer the sum of ONE HUNDRED AND FIFTY THOUSAND DOLLARS (\$150,000.00) from Fiscal Year 2016 Water Enterprise Department Retained Earnings to put towards the contingencies for Main Street/Gardner St. Project for water mains and repairs, or take any other action relative thereto.

Article submitted by Water & Sewer Commissioners

WATER & SEWER COMMISSIONERS RECOMMEND FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 17: To see if the Town will vote to transfer the sum of THIRTY THOUSAND DOLLARS (\$30,000.00) from Fiscal Year 2016 Sewer Enterprise Department Retained Earnings to put towards the renovations of the 23 School St for new operational facility for the department , or take any other action relative thereto.

Article submitted by Water & Sewer Commissioners

WATER & SEWER COMMISSIONERS RECOMMEND FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 18: ZONING BY-LAWS

To see if the Town will vote to delete and replace the Zoning By-law in its entirety with a new Zoning By-law in form placed on file with the Town Clerk and on the Town's website at www.grovelandma.com, and to confirm and accept the existing Zoning Map of the Town of Groveland in accordance therewith, or take any other action relative thereto.

Article submitted by the Planning Board

PLANNING BOARD RECOMMENDS FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 19: To see if the Town will vote to transfer the necessary funds for the following projects from Fiscal Year 2016 Town Free Cash; or take any action relative thereto:

<u>Item</u>	<u>Purpose</u>	<u>Quantity</u>	<u>Capital Improvement</u>	<u>Board of Selectmen Recommend</u>	<u>Funding Source</u>
	Council on Aging				
1	Senior Center Design Study	1 Study	35,000	35,000	Free Cash
	Police Department				
2	Tazers	12	12,000	12,000	Free Cash
3	Replacement of a Line Cruiser	1	28,813	28,813	Free Cash
	Fire Department				
4	Portable Radios	10 Mobile & 12 Portable	60,000	45,789	Free Cash
		Total	\$ 135,813	\$ 121,602	

Each item above will be considered a separate appropriation. The budgeted amount may be spent only for the stated purpose. Article Submitted by the Capital Improvement Committee

Comment: The above projects were recommended for funding in FY2018 by the Capital Improvement Committee (CIC). Refer to Appendix A for the complete 5 Year CIC report.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 20: To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, as most recently revised, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied. Article Submitted by the Finance Director

This has been the current practice, however, with the Municipal Modernization Act, the Town is required to vote on this language with all borrowing articles. This article addresses past borrowings to bring them into compliance.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 21: To see if the Town will vote to raise and appropriate or transfer from available funds the sum of up to ONE HUNDRED AND FORTY THOUSAND DOLLARS (\$140,000), and authorize the Board of Selectmen, through its Chief Procurement Officer, to enter into a Lease/Purchase Agreement or Agreements for up to five (5) years to purchase the following equipment for Town Departments: Front-end Loader, said contracts to be subject to annual appropriations; or take any other action relative thereto.

Article Submitted by the Finance Director

This article would allow the Town to enter into lease agreements for up to five years. Currently, only the highway department has leased equipment, and has a long-standing practice of leasing a front-end loader.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 22: To see if the Town will vote to amend the provisions of the Town of Groveland Bylaws, Article 3, Section 2-35 Finance Board, Paragraph (a) Appointment; terms; organization. by **replacing** the words "The Selectmen shall, after the first and before the fifteenth day of April in each year, appoint three (3) legal voters in the town to serve for a period of three (3) years. Selectmen shall appoint nine (9) members, three (3) to serve for one (1) year, three for two (2) years, and three (3) for three (3) years, and these appointees shall be known as the town finance board. They shall annually elect a chairman from among their members and shall meet from time to time as its members or its chairman deem advisable."

with

The Finance Board shall be made up of seven (7) members. The Selectmen shall, by June 30th of each year, appoint up to three (3) legal voters in the town to serve for a period of three (3) years, and these appointees shall be known as the town finance board. They shall annually elect a chair from among their members and shall meet from time to time as its members or its chair deem advisable. Additionally, Selectmen may appoint two (2) Alternate members to serve for two (2) years.

In the first year of the reorganization (2017), the Board shall appoint three (3) members to serve a three-year term, two (2) members to serve a two-year term, and two (2) members to serve a one-year term. Article submitted by the Finance Board

The purpose of this article is to reduce the number of Finance Committee members from 9 to 7 members to commensurate with its current duties. In addition, to add two Alternate Members to the Board.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE

DATE AND ACTION TAKEN:

ARTICLE 23: To see if the Town will vote to amend the Town of Groveland General By-laws by adding a new section 2-42, as set forth below, to establish and authorize revolving funds for use by Groveland town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E½, or take any other action relative thereto.

Article III - Finance and Taxation
Section 2-42
DEPARTMENTAL REVOLVING FUNDS

1. Purpose. This by-law establishes and authorizes revolving funds for use by town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E½.

2. Expenditure Limitations. A department head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriation subject to the following limitations:

A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.

B. No liability shall be incurred in excess of the available balance of the fund.

C. The total amount spent during a fiscal year shall not exceed the amount authorized by town meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen and Finance Board.

3. Interest. Interest earned on monies credited to a revolving fund established by this bylaw shall be credited to the general fund.

4. Procedures and Reports. Except as provided in General Laws Chapter 44, § 53E½ and this by-law, the laws, by-laws, rules, regulations, policies or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established and authorized by this by-law. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, or officer on appropriations made for its use.

5. Authorized Revolving Funds: The Table establishes:

A. Each revolving fund authorized for use by a town department, board, or committee,

B. The department head, board, committee, or officer authorized to spend from each fund,

C. The fees, charges and other monies charged and received by the department, board, committee, or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant,

D. The expenses of the program or activity for which each fund may be used,

E. Any restrictions or conditions on expenditures from each fund;

F. Any reporting or other requirements that apply to each fund, and

G. The fiscal years each fund shall operate under this by-law.

A. Revolving Fund	B. Department, Board, or Committee Authorized to Spend from Fund	C. Fees, Charges, or Other Receipts Credited to Fund	D. Program or Activity Expenses Payable from Fund	E. Restrictions or Conditions on Expenses Payable from Fund	F. Other Requirements/ Reports	G. Fiscal Years
Veasey Memorial Park	Conservation Commission	Rental Fees collected	Operating costs of Veasey Park	None	Annual Report to Town Meeting	Fiscal Year 2019 and subsequent years
Pines Boat Ramp	Finance Director	Fees received for the sale of Boat Ramp access and Mooring Permits	Maintenance of Boat Ramp and purchase of equipment for ramp and moorings	None	Annual Report to Town Meeting	Fiscal Year 2019 and subsequent years
Zoning Board of Appeals	Zoning Board of Appeals	Fees paid by ZBA applicants	Payment of advertising and associated clerical work	None	Annual Report to Town Meeting	Fiscal Year 2019 and subsequent years
Bagnall Summer Program	Bagnall Summer Program Director	Tuition charged for summer program	Salaries and expenses of the Summer Program including grounds and building maintenance	None	Annual Report to Town Meeting	Fiscal Year 2019 and subsequent years
Council on Aging	COA Director	Monies collected through fees and donations	Supplies and Equipment for the COA	None	Annual Report to Town Meeting	Fiscal Year 2019 and subsequent years
Fire Department CPR Class	Fire Chief	Monies collected through class fees and public donations	Salaries and expenses related to the CPR Classes	None	Annual Report to Town Meeting	Fiscal Year 2019 and subsequent years

Article submitted by the Finance Director

This article would add a new section 2-42 to our General By-laws to establish and authorize revolving funds as a By-Law as opposed to annually at Town Meeting. Town Meeting, as the legislative body, must still vote on or before July 1 on the amount that may be spent from each fund during the upcoming fiscal year.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 24: To see if the Town will vote to reauthorize the Veasey Memorial Park Revolving Fund as established at the Special Town Meeting held December 2, 1996 and authorized by Chapter 44, Section 53E-½ of Massachusetts General Laws. The purpose of this fund is for the Conservation Commission to pay operating costs of Veasey Memorial Park. The Conservation Commission may expend from this account an amount not to exceed NINETY THOUSAND DOLLARS (\$90,000.00) for Fiscal year 2018; or take any other action relative thereto. Article submitted by Conservation Commission

The Conservation Commission shall give a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year. (Please see appendix B for the report)

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 25: To see if the Town will vote to reauthorize the Pines Recreation Boat Ramp Revolving Fund as established at Special Town Meeting held October 13, 1992 and authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. The purpose of this fund is to allow receipts received from the sale of Pines Boat Ramp and Mooring Permits to be expended without further appropriation for the purchase of floats, safety equipment, walk ramp, necessary hardware for installation, and maintenance and repair of Pines Boat Ramp. The Finance Director may expend from this account an amount not to exceed FIFTEEN THOUSAND DOLLARS (\$15,000) during Fiscal year 2018; or take any other action relative thereto. Article submitted by Finance Director

There shall be a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year. (Please see appendix B for the report)

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 26: To see if the Town will vote to reauthorize the Zoning Board of Appeals Revolving Fund as established at Annual Town Meeting held April 27, 2009 and authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. The purpose of this fund is to hold fees paid by the applicants and to be expended without further appropriation for the payments of advertising and associated clerical work relative to the applicant's application. The Zoning Board of Appeals may expend from this account an amount not to exceed TEN THOUSAND DOLLARS (\$10,000) during Fiscal year 2018; or take any other action relative thereto. Article submitted by the Finance Director

The Zoning Board of Appeals shall give a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year. (Please see appendix B for the report).

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 27: To see if the Town will vote to reauthorize the Bagnall School Summer Program Revolving Fund as established at Annual Town Meeting held April 27, 2009 and authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. The purpose of this fund is to hold fees paid by the applicants and to be expended for salaries/wages and expenses of the Bagnall School Summer Program. The Bagnall School Summer Program may expend from this account an amount not to exceed ONE HUNDRED EIGHTY THOUSAND DOLLARS (\$180,000) during Fiscal year 2018; or take any other action relative thereto.

Article submitted by Finance Director

The Director of the Program shall give a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year. (Please see appendix B for the report)

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 28: To see if the Town will vote to reauthorize the Council on Aging Revolving Fund as established at Annual Town Meeting held April 25, 2016 and authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. The purpose of this fund is to hold receipts collected through fees and public donations; and further to allow the Council on Aging to expend funds not to exceed TEN THOUSAND DOLLARS (\$10,000) during Fiscal year 2018 from said account for ongoing supplies and equipment; or take any other action relative thereto. Article submitted by Finance Director

The Director of the Council on Aging shall give a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year. (Please see appendix B for the report)

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 29: To see if the Town will vote to reauthorize the Fire Department CPR Class Revolving Fund as established at Annual Town Meeting held April 25, 2016 and authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. The purpose of this fund is to hold receipts collected through class fees and public donations; and further to allow the Fire Chief to expend funds not to exceed SIX THOUSAND DOLLARS (\$6,000) during Fiscal year 2018 from said account for salaries and expenses related to CPR Classes; or take any other action relative thereto. Article submitted by the Fire Department

The Fire Chief shall give a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year. (Please see appendix B for the report)

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 30: To see if the town will vote to appropriate a sum of SIXTY-THOUSAND AND FIVE HUNDRED DOLLARS (\$60,500) from the Community Preservation Open Space Reserve FY2018 to be made for the purpose of preservation through management planning and removal of invasive species and undesirable weeds, for improved access, passive recreation use, fishing and boating of Johnsons Pond. The project is to be managed by the town Finance Director and the Conservation Commission under the CPA category of Open Space and be completed no later than June 30, 2020 or take any action relative thereto.

Article submitted by the Community Preservation Committee

The following initiatives are proposed for the preservation of Johnsons Pond including developing a management plan, taking water quality measurements and improving access and uses of the pond by removing invasive species and weeds, which are disrupting and harming water flow into the surrounding watershed.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 31: To see if the Town will vote to appropriate a sum of EIGHTEEN THOUSAND FIVE HUNDRED DOLLARS (\$18,500) from the Community Preservation Fund's Historic Reserve FY-2018 to be made available for the purpose of preservation and management of historical documents by the Cemetery Commission. The project is to be managed by the town Finance Director and the Cemetery Commission under the CPA category of Historic Preservation and be completed no later than June 30, 2020 or take any action relative thereto.

Article submitted by the Community Preservation Committee

This proposal details a plan to address two major historic preservation needs of the Riverview Cemetery: (1) the protection of the cemetery's paper-based records in the cemetery office and (2) the automation, preservation, and retrieval of cemetery information and records. The Cemetery Commission will use some volunteer labor to perform data entry.

With respect to historic resources, rehabilitation shall have the additional meaning of work to comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 32: To see if the Town will vote to appropriate a sum of FORTY-EIGHT THOUSAND DOLLARS (\$48,000) from the Community Preservation Fund's Historic Reserve FY-2018 to be made available for the purpose of restoration of a portion of the Old Burying Ground in Riverview Cemetery by the Cemetery Commission. The project is to be managed by the town Finance Director and the Cemetery Commission under the CPA category of Historic Preservation and be completed no later than June 30, 2020 or take any action relative thereto.
Article submitted by the Community Preservation Committee

This proposal is the first phase of a three phase restoration of the Old Bury Grounds section of the historic Riverview Cemetery. The Cemetery Commission will restore 95 to 100 gravestones and monuments on the entrance drive greatly improving the initial impression as one enters the cemetery. Phases 2 and 3 will be proposed in future years.

With respect to historic resources, rehabilitation shall have the additional meaning of work to comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68. the paper while making historic documents easier to find and more accessible to the public.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 33: To see if the Town will vote to appropriate a sum of EIGHT THOUSAND NINE HUNDRED-FIFTY DOLLARS (\$8,950) from the Community Preservation Fund's Historic Reserve FY-2018 to be made available for the purpose of restoration of Veteran's Markers in Riverview Cemetery by the Cemetery Commission. The project is to be managed by the town Finance Director and the Cemetery Commission under the CPA category of Historic Preservation and be completed no later than June 30, 2020 or take any action relative thereto.
Article submitted by the Community Preservation Committee

This proposal details a plan to restore or replace all the Veteran's markers on the graves of soldiers, sailors, and marines that are buried in the Riverview Cemetery who served or died during the Revolutionary, Civil and Spanish-American Wars that are currently missing or destroyed.

With respect to historic resources, rehabilitation shall have the additional meaning of work to comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 34: To see if the town will vote to appropriate a sum of EIGHTY-FIVE THOUSAND DOLLARS (\$85,000) from the Community Preservation Open Space Reserve FY2018 to be made for the purpose of preservation and prevention of harm to Johnsons Creek by developing the second phase of a management plan for Johnsons Creek Watershed from Johnsons Pond to the Merrimack River. The plan would address flow and flood control, vegetation control, sedimentation and other issues disrupting the flow through the watershed. The project is to be managed by the town Finance Director and the Conservation Commission under the CPA category of Open Space and be completed no later than June 30, 2020 or take any action relative thereto.

Article submitted by the Community Preservation Committee

The article will fund the second phase of a management plan for the Johnsons Creek Watershed started in 2014 by the Groveland Highway Department. It would address several issues to preserve the watershed such as flood prevention and flow control and insure new and continued uses including fishing, boating and swimming.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 35: To see if the Town will vote to appropriate a sum of FIFTY-FIVE THOUSAND DOLLARS (\$55,000) from the Community Preservation Fund General Reserve for FY-2018 to be made available for the purpose of a Phase 2 Historic Preservation of the Veto Hand Tub Museum to be managed by the Finance Director, Historic Commission, and the Groveland Firefighter's Association under the CPA category of Historic Preservation and be completed no later than June 30, 2020, or take any other action relative thereto

Article submitted by the Community Preservation Committee

This project will provide funds to continue the rehabilitation of the museum infrastructure in town hall used to display the Veto Hand Tub and to evaluate and plan the restoration of the historic Veto Hand Tub.

With respect to historic resources, rehabilitation shall have the additional meaning of work to comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 36: To see if the Town will vote to appropriate or reserve from Community Preservation Fund Fiscal Year 2018 estimated annual revenues the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects, and other expenses, with each item to be considered a separate appropriation:

PURPOSE	RECOMMENDED AMOUNT
Appropriations:	
Committee Administrative Expenses	\$ 20,000
Reserves:	
Open Space	\$ 50,000
Historic Resources	\$ 50,000
Community Housing	\$ 50,000

or take any other action relative thereto.

Article submitted by the Community Preservation Committee

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 37: To see if the Town will vote to transfer the sum of THIRTEEN THOUSAND DOLLARS (\$13,000.00) from the Conservation Commission Fees Account (2601-990-45305-000) to the Conservation Commission Salary Part Time Account for Fiscal Year 2018 (1001-171-52000-052) for the purposes of costs related to Commission operating costs; or to take any other action relative thereto.

Article submitted by the Conservation Commission

This article transfers funds from fees collected by the Commission to the Commission Services Account.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 38: To see if the Town will vote to transfer the sum of TWO THOUSAND DOLLARS (\$2,000.00) from the Conservation Commission Fees Account (2601-990-45305-000) to the Conservation Commission Expense Account for Fiscal Year 2018 (1001-171-52000-052) for the purposes of costs related to Commission operating costs; or to take any other action relative thereto.

Article submitted by the Conservation Commission

This article transfers funds from fees collected by the Commission to the Commission Services Account.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 39: To see if the Town would vote to transfer from such board and for such purposes as it is presently held, to the Board of Selectmen for the purpose of conveyance, and to authorize the Board of Selectmen to convey the gift of a conservation restriction to the Commonwealth of Massachusetts, Department of Fish & Game on three parcels of land identified by the Town of Groveland Assessors as Map 52 lot 31 (Uptack Road), Map 53 lot 2A (Uptack Road) and Map 47 lot 53A (Stephenson's Way), for the purpose of preserving said properties in perpetuity as open space and for passive recreational use, pursuant to Article 97 of the Amendments to the Massachusetts Constitution and as required by M.G.L. c.44B, §12, with the fee to be retained by the Town of Groveland under the care, custody and control of the Groveland Conservation Commission; and to authorize the Board of Selectmen to petition the Massachusetts General Court for approval of such conveyance as may be required pursuant to said Article 97 of the Amendments to the Massachusetts Constitution, or otherwise, , or take any action relative thereto. Article submitted by the Conservation Commission

The Community Preservation Act requires that a permanent conservation restriction be conveyed on parcels acquired for conservation purposes with CPA funds. Two of these parcels (Map 53 lot 2A & Map 47 lot 53A) were acquired with CPA funds. These three parcels in Meadow Pond Reservation abut Groveland Conservation land that has an existing conservation restriction. That restriction will be amended to include these 3 abutting parcels as well.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 40: To see if the Town will vote to transfer from the Conservation Commission for conservation and such other purposes as it may be presently held, to the Board of Selectmen for the purpose of conveyance, and authorize the said Board of Selectmen, upon such terms and for such consideration as it deems appropriate, which may be the acquisition of other land or interests in land for conservation purposes, to convey the fee or lesser interest in that land owned by the Town having an area of 9000 square feet, more or less, and depicted approximately as "Parcel B" on that plan entitled: "Plan of Land In Groveland, Massachusetts Prepared for Owner/Applicant Dehullu Homes, c/o Steve Dehullu," dated Jan. 5, 2017, prepared by William G Holt, PE, a copy of which has been placed on file with the Town Clerk, said land being a portion of a larger parcel of Town-owned land located at 34 Wood Street identified as Town Assessors Map 5 Lot 001, and known as the "Town Forest", provided that the care, custody and control of such land shall revert to the Conservation Commission for conservation purposes after two years if not conveyed as authorized hereunder; AND FURTHER to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, for conservation purposes and upon such terms and conditions as it deems appropriate, the fee or lesser interest in all or a portion of the land located at 40 Wood Street identified as Town Assessors Map 5 Lot 002D, such land or interest in land to be held in the care, custody and control of the Conservation Commission; AND FURTHER to authorize the Board of Selectmen or the Conservation Commission to convey, upon such terms and for such consideration as it deems appropriate, a conservation restriction in the remainder of said Town Forest and in such land as the Town may acquire in exchange for or to facilitate the conveyance of a portion of the Town Forest as authorized hereunder; AND FURTHER to authorize the Board of Selectmen to petition the Massachusetts General Court for approval of such disposition and change in use of Town property authorized hereunder as may be required pursuant to Article 97 of the Amendments to the Massachusetts Constitution, or otherwise, and to take whatever steps are necessary to accomplish and fulfill the goals of this Article; or take any action related thereto.

Article submitted by the Conservation Commission

This article would exchange 9000 square feet of land in Town Forest needed for frontage on an adjoining lot for a donation of 12 acres of land abutting Town Forest. It would also authorize the town to place all the land under a conservation restriction along with remaining Town Forest land as required when seeking legislative approval for removing land from conservation purposes

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 41: To adjourn Town Meeting, and direct those qualified to vote in Annual Town Election to meet in their respective voting precinct **Town Hall, 183 Main Street Groveland, MA** on **Monday, May 1, 2017 between the hours of 7:00 A.M. and 8:00 P.M.** to elect the following Town Officers and vote on the following Ballot Question:

To Elect:

Two (2) Selectmen for three years
One (1) Assessor for three years
One (1) member of the Board of Health for three years
One (1) member of the Board of Health for two years
One (1) member of the Board of Health for one years
One (1) member of the School Committee for three years
One (1) member of the School Committee for two years
Three (3) Trustees of the Langley-Adams Library for three years
Two (2) members of the Planning Board for five years
One (1) member of the Water/Sewer Commission for three years
One (1) member of the Water/Sewer Commission for two years
One (1) member of the Cemetery Commission for three years
One (1) member of the Municipal Light Commission for three years
One (1) member of the Groveland Housing Authority for four years
One (1) member of the Groveland Housing Authority for two years
One (1) Tree Warden for one year
One (1) Moderator for one year

To vote upon the following Question fill in the Oval to the right of the “YES” OR “NO”.

QUESTION 1: **THIS QUESTION IS NON-BINDING:** Would you support a medical marijuana cultivation facility, to be located in an industrial zone, in the Town of Groveland?

YES () NO ()

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APPENDIX A

CAPITAL IMPROVEMENT PLAN

FY2018 Capital Budget and 5YR Capital Plan - Adopted by vote of the Capital Improvement Committee on 12/27/16								
Department	Project	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	6 Yr Totals
Council on Aging	Handicap Access Van		58,000					58,000
	Senior Center				2,400,000			
	Senior Center Design Study	35,000						
	Subtotal - Council on Aging	35,000	58,000		2,400,000			\$ 2,493,000
Fire Department	Air Packs			140,000				\$ 140,000
	Pumper Engine				538,000			\$ 538,000
	Jaws of Life					100,000		\$ 100,000
	Forestry Truck						140,000	\$ 140,000
	Squad 1 to replace F450	95,000						\$ 95,000
	Replace Radio System		130,000					\$ 130,000
	Portable Radios	60,000						\$ 60,000
	Subtotal - Fire Department	155,000	130,000	140,000	538,000	100,000	140,000	\$ 1,203,000
Highway Department	1-Ton Truck					65,000		
	5-Ton Truck (Replacing 2006 Peterbilt)	182,000						\$ 182,000
	6-Ton Truck (Replacing 2007 Peterbilt)			203,000				\$ 203,000
	Vacuum Truck						263,000	\$ 263,000
	Subtotal - Highway Department	182,000	-	203,000	-	65,000	263,000	\$ 713,000
Cemetery Department								
	Walker Mower		15,500					\$ 15,500
	1/2 -Ton 4x4 Pickup Truck				30,000			\$ 30,000
	Subtotal- Cemetery Department		15,500		30,000			\$ 45,500
Police Department								
	Tazers	12,000						\$ 12,000
	Radios		14,000					\$ 14,000
	Radar Guns				10,000			\$ 10,000
	Replacement of Network Server		20,000					\$ 20,000
	Replacement of Line Cruiser	28,813	29,677	30,568	31,485	32,430	33,402	\$ 186,375
	Subtotal - Police Department	40,813	63,677	30,568	41,485	32,430	33,402	\$ 242,375
	Totals	412,813	267,177	373,568	3,009,485	197,430	436,402	\$ 4,696,875

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APPENDIX B

REVOLVING FUND REPORTS TO TOWN MEETING

Veasey Memorial Park Revolving Fund

As of April 5, 2017

<u>Expenditures</u>	<u>Budget</u> <u>FY 17</u>	<u>Actual</u> <u>Spent</u>	<u>Percent</u> <u>of Budget</u>
Utilities			
Main Building			
Heat (oil and gas)	\$2,000	\$1,084.00	54.20%
Electricity	\$6,000	\$4,677.63	77.96%
Internet /Phone /TV	\$1,700	\$1,128.09	66.36%
Water	\$800	\$542.92	67.87%
Alarm Telephone	\$300	\$225.00	75.00%
Alarm	\$420	\$420.00	100.00%
Outbuildings and grounds			
Electricity	\$400	\$352.87	88.22%
Water	\$350	\$257.99	73.71%
Maintenance			
Heating Systems			
Main Building	\$200	\$300.00	150.00%
199 Washington	\$150	\$217.04	144.69%
Good Shepherds			
Cottage	\$150	\$200.00	133.33%
Other Systems	\$600		0.00%
Septic Systems			
Main Building	\$150		0.00%
199 Washington	\$150		0.00%
Good Shepherds			
Cottage	\$150		0.00%
Professional Services			
Events Coordinator	\$14,000	\$11,163.30	79.74%
Marketing	\$700	\$400.00	57.14%
Facilities and Grounds Manager	\$20,800	\$15,600.00	75.00%
Housekeeping	\$5,000	\$4,683.00	93.66%
Carpet Cleaning	\$520	\$260.00	50.00%
Special Cleaning Projects	\$200	\$292.00	146.00%
Field Cutting	\$1,000	\$1,000.00	100.00%
Supplies			
Administrative	\$600	\$464.80	77.47%
Housekeeping	\$600	\$392.70	65.45%
Hospitality	\$600	\$61.90	10.32%
Facilities	\$600	\$336.91	56.15%
Wine and Art	\$1,400	\$1,400.00	100.00%
Miscellaneous			
misc (apt repair & prep)	\$500	\$467.00	93.40%

Capital Projects			
Heating System Extension	\$22,000	\$0.00	
Window replacement	\$3,500	3450.00	
Roof Repair	\$460	\$440.00	
Green Room Floor	\$4,000	\$4,014.00	
Total	\$90,000	\$53,831	59.81%

<u>Revenue</u>	<u>Goal FY 17</u>	<u>Actual Rec'd</u>	
Tenants			
199 Washington St	\$ 20,100	\$15,075.00	
Good Sheppherd Cott	\$ 13,800	\$10,350.00	
Main Bldg Apartment	\$ 14,460	\$10,920.00	
Lucile's Cott (OTAT)	\$ 5,400	\$4,050.00	
West Wing	\$ 3,600	\$2,700.00	
Storage Rm (MVPO)	\$ 1,200	\$600.00	
Commercial Kitchen	\$ -		
	\$58,560		
Long Term Partners			
Girl Scouts	\$ 100	\$50.00	
Chesterton	\$ 1,200	\$900.00	
VFW/Legion	\$ 700		
Visions	\$ 720	\$720.00	
	\$ 2,720		
Single Use /Events			
	\$ 20,000	\$21,296.60	
	\$ 20,000		
Fundraising			
Cultural Council	\$ 500	\$500.00	
Wine and Art	\$ 7,000	\$7,038.23	
Friends of Veasey	\$ 1,000		
Donations	\$ 500	\$250.00	
	\$ 9,000		
Misc			
Furnace rebate	\$ -	\$2,000.00	
Total Income	\$90,280	\$76,450	84.68%

Cash Position

On-hand at end of FY Year 16	\$3,042.06
Revenue Year to Date FY 2017	\$76,449.83
Expenditures Year to Date FY 2017	\$53,831.15
On hand April 4, 2017 FY 2017	\$25,660.74

Submitted by Mike Dempsey, Conservation Commission

Pines Recreation Boat Ramp Revolving Fund

FY16 Beginning Balance: \$ 32,257.38

FY16 Revenue: \$ 5,034.00

FY16 Expenses: \$ 23,855.27

FY16 Ending Balance: \$ 13,436.11

FY17 Revenue (through March 31, 2017): \$ 675.00

FY17 Expenses (through March 31, 2017): \$ 5,971.31

Current Balance: \$ 8,139.80

Zoning Board of Appeals Revolving Fund

Total Amount for 2016-17 Revolving Acct.

Beginning Balance	\$101.42
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Revenue	\$4,000.00
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Expenses	(\$4,098.55)
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Total in Revolving Acct as of March 31 st :	\$2.87
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Bagnall Summer Recreation Program Revolving Account

FY17 Starting Balance	\$128,876.88
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Transfer Out	0.00
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Payroll	(\$70,114.63)
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Expenses	(\$31,217.90)
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Revenue So Far	<u>\$7,176.43</u>	Revenue from 2017 (FY18) Program so far
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Ending Balance	\$34,720.78
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Council on Aging Revolving Account

Total Amount for 2016-17 Revolving Acct. Beginning Balance	\$0.00
Revenue (including transfer in of donation funds)	\$17,176.09
Expenses	(\$4,171.34)
Total in Revolving Acct as of March 31 st :	\$12,391.24

Fire – CPR Class Revolving Account

Total Amount for 2016-17 Revolving Acct. Beginning Balance	\$0.00
Revenue (including transfer in of donation funds)	\$350.00
Expenses	(\$100.36)
Total in Revolving Acct as of March 31 st :	\$249.64

APPENDIX C

DEFINITION OF FINANCIAL TERMS COMMONLY USED AT TOWN MEETINGS

Appropriation – An authorization by the Town Meeting to make expenditures and incur liabilities for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Assessed Valuation – A valuation set upon real estate or other property by the Assessors as a basis for levying taxes.

Bond – A written promise to pay a specified sum of money by a fixed date, and carrying with it interest payments at a fixed rate, paid periodically. A **Note** is similar, but issued for a shorter period.

Debt and Interest – The amount of money necessary annually to pay the interest and the principal on the Town's outstanding debt. Also known as "Debt Service."

Fiscal Year – The budget period used by the Town running from July 1 of one year to June 30 of the next year. At the end of this period, the Town closes its books in order to determine its financial condition and the results of its operation.

Free Cash (Available Funds) – The amount of money left after all prior years' uncollected taxes have been deducted from surplus revenue. This amount may be used as available funds by vote of the Town Meeting.

Overlay – The amount, up to 5% of the tax levy, raised by the Assessors in excess of appropriations and other charges to cover abatements and exemptions.

Overlay Reserve – Unused amount of the overlay for previous years, which the Town may transfer to Surplus Revenue after all abatements for such fiscal year are settled.

Reserve Fund – A fund voted by the Annual Town Meeting and controlled by the Finance Committee for extraordinary and unforeseen expenditures incurred by Town departments during the year.

Stabilization Fund – Special Reserve Fund that can be used by a 2/3 vote of the Town Meeting.

Surplus Revenue – The amount by which cash, accounts receivable and other assets exceed the liabilities and reserves. Used in calculating free cash.

Transfer – The movement of funds from one account to another. Transfers between accounts (other than the Reserve Fund) can be made only by vote of the Town Meeting.

Unexpended Balance – That portion of an appropriation or account not yet expended. Any such balances left at the end of the fiscal year are generally used as Surplus Revenue in calculating Free Cash.

APPENDIX D

TABLE OF MOTIONS

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Table of Basic Points of Motion

Rank		Second Required	Debatable	Amendable	Vote Required	May Reconsider	May Interrupt
PRIVILEGED MOTIONS							
1	Dissolve or adjourn sine die	Yes	No	No	Majority	No	No
2	Adjourn to fix time or recess	Yes	Yes	Yes	Majority	No	No
3	Point of no quorum	No	No	No	None	No	No
4	Fix the time to (or at) which to adjourn	Yes	Yes	Yes	Majority	Yes	No
5	Question of privilege	No	No	No	None	No	Yes
SUBSIDIARY MOTIONS							
6	Lay on the table	Yes	No	No	2/3	Yes	No
7	The previous question	Yes	No	No	2/3	No	No
8	Limit or extend debate	Yes	No	No	2/3	Yes	No
9	Postpone to a time certain	Yes	Yes	Yes	Majority	Yes	No
10	Commit or refer	Yes	Yes	Yes	Majority	Yes	No
11	Amend (or substitute)	Yes	Yes	Yes	Majority	Yes	No
12	Postpone indefinitely	Yes	Yes	No	Majority	Yes	No
INCIDENTAL MOTIONS							
*	Point of order	No	No	No	None	No	Yes
*	Appeal	Yes	Yes	No	Majority	Yes	No
*	Division of a question	Yes	Yes	Yes	Majority	No	No
*	Separate consideration	Yes	Yes	Yes	Majority	No	No
*	Fix the method of voting	Yes	Yes	Yes	Majority	Yes	No
*	Nominations to committees	No	No	No	Plur.	No	No
*	Withdraw or modify a motion	No	No	No	Majority	No	No
*	Suspension of rules	Yes	No	No	2/3***	No	No
MAIN MOTIONS							
None	Main Motion	Yes	Yes	Yes	Var.	Yes	No
**	Reconsider or rescind	Yes	**	No	Majority	No	No
None	Take from the table	Yes	No	No	Majority	No	No
None	Advance an article	Yes	Yes	Yes	Majority	Yes	No

* Same rank as motion out of which they arise.

** Same rank and debatable to same extent as motion being reconsidered.


*** Unanimous if rule protects minorities; out of order if rule protects absentees.

And you are directed to serve this Warrant by posting attested copies thereof in said Town, one copy in each of the three parts of Town known as Savaryville, the Village, and South Groveland, fourteen (14) days at least before the time of holding said meeting.

Hereof fail not and make due return of this Warrant, with your doings thereon to the Precinct Clerk, at the time and place of said meeting.

Given under our hands this 4th day of April in the year of our Lord two thousand seventeen.



William F. Dunn, Chairman

Edward H. Watson, Vice Chairman

Daniel J. MacDonald, Selectman

William G. O'Neil, Selectman

Michael N. Wood, Selectman

A true copy, attest:



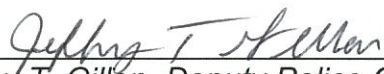
Anne Brodie, Town Clerk

Jeffrey T. Gillen, Deputy Police Chief

OFFICER'S RETURN

I have notified and warned the inhabitants of the Town of Groveland who are qualified to vote in Town Affairs by posting true and attested copies of this Warrant at the Town Hall, Savaryville and South Groveland, said copies not having been posted less than **fourteen days** before the time of said meeting.



Anne Brodie, Town Clerk

Jeffrey T. Gillen, Deputy Police Chief

**TOWN OF GROVELAND
MASSACHUSETTS
2016-2017**

BOARD OF SELECTMEN

William F. Dunn, Chairman
Edward H. Watson, Vice Chair
Daniel J. MacDonald
William G. O'Neil
Michael N. Wood

FINANCE DIRECTOR

Denise M. Dembkoski

FINANCE BOARD

TERM EXPIRES

Kathleen Kastrinelis, Chair	2018
James Scanlon, Vice Chair	2019
Ruth Rivard, Secretary	2019
Ashalond Daniel	2019
Theresa Dunn	2017
Jonathan Perkins	2018
Joseph D'Amore	2017
Andrew Wildes	2018
Vacancy	2017