



TOWN OF GROVELAND

COMMONWEALTH OF MASSACHUSETTS

2018 SPECIAL TOWN MEETING WARRANT
AND

2018 ANNUAL TOWN MEETING WARRANT
AND

2018 ANNUAL TOWN ELECTION WARRANT

Town Meeting: Monday, April 30, 2018

Town Election: Monday, May 7, 2018

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TOWN OF GROVELAND
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TOWN OF GROVELAND

2018 SPECIAL TOWN MEETING WARRANT

COMMONWEALTH OF MASSACHUSETTS

Special Town Meeting: Monday, April 30, 2018

Essex, ss:

To Jeffrey T. Gillen, 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 30, 2018 @ 7:00 P.M.** to vote on the following Articles:

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ARTICLE 1: To see if the Town will vote to amend the text of Section 7-51 and 7-52 of the General Bylaws by inserting the bold text and deleting the strikethrough text, pursuant to the provisions of G.L. c.40, §57, as follows:

Sec. 7-51. Notice to licensing authorities The tax collector or other town official responsible for records of all town taxes, assessments, betterments and other town charges, hereinafter referred to as the tax collector, shall annually, **and may periodically**, furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any town taxes, fees, assessments, betterments or other town charges ~~for not less than a twelve period,~~ and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board, or take any other action relative thereto.

Sec. 7-52. Denial, revocation or suspension of license or permit; notice to party and tax collector. The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the tax collector **or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate owned by any party whose name appears on said list furnished to the licensing authority from the tax collector**; provided, however, that written notice is given to the party and the tax collector, as required by applicable provisions of law, and the party is given a hearing, to be held not earlier than fourteen (14) days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The tax collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the licensing authority receives a certificate issued by the tax collector that the party is in good standing with respect to any and all town taxes, fees, assessments, betterments or other town charges, payable to the town as the date of issuance of said certificate

Article Submitted by the Finance Director

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 2: To see if the Town will vote to reaccept the provisions of G.L. c.32B, §20, as amended by the Municipal Modernization Act, Chapter 218 of the Acts of 2016 (the "Act"), under which the Town has established an Other Post-Employment Benefits Liability Trust Fund (the "OPEB Fund"), for which the Treasurer serves as custodian of the Fund; designate the Treasurer/Custodian as the Trustee of the OPEB Fund, with all the powers and responsibilities identified under the Act and this vote; authorize the Treasurer/Custodian, as Trustee, to employ investment consultant(s), as well as outside custodial service(s) to hold the monies in the Fund, and to pay for those services from the OPEB Fund; authorize the investment of the OPEB Fund under the prudent investor rule established under G.L. c.203C; authorize the Treasurer/Custodian, as Trustee, to execute any and all documents necessary to utilize outside custodial service(s) and/or investment consultant(s), including but not limited to trust agreements, participation agreements, investment agreements, and administrative services agreements; and designate the Treasurer/Custodian as the "Plan Administrator", as may be necessary to utilize outside custodial service(s) and authorize the Treasurer/Custodian acting as Plan Administrator to take any other action as may be necessary to carry out the purposes of the vote taken hereunder; or take any other action in relation thereto
Article Submitted by the Finance Director

Note: *The fund was originally established at the 2015 Annual Town Meeting; however Section 238 of the Municipal Modernization Act specifically provides that OPEB funds established before the effective date of the Act, November 7, 2016, will continue as originally established, unless the community "reaccepts said section 20 of said chapter 32B after the effective date of this act." Therefore, to operate an OPEB fund under the amended section 20, the city or town's legislative body would have to vote to reaccept MGL c. 32B, sec. 20 after November 7, 2016.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 3: To see if the Town will vote to amend the vote taken pursuant to Article 17 at the Annual Town meeting on April 27, 2015 under which the Town appropriated a sum of up to ONE HUNDRED AND FIFTY THOUSAND DOLLARS (\$150,000) from the Community Preservation Fund General Reserve FY-2016 to be made available for the purpose of the development of Phase 2 of a plan for the **Groveland Community Trail** to be managed by the town Finance Director and the Groveland Open Space and Trails Committee under the CPA categories of Open Space and Recreation which was to be completed no later than June 30, 2018 to extend the time for completion and for which funds may be available to June 30, 2021, or take any action relative thereto.

Article Submitted by the Community Preservation Committee

Note: *This article will extend the original deadline of the 2015 article for three more years for the second phase of planning for the Community Trail and is being conducted to put a required plan in place to receive a MassDOT Transportation Improvement Plan grant for \$4-5 million.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS:

DATE AND ACTION TAKEN:

ARTICLE 4: To see if the Town will vote to amend the vote taken pursuant to Article 28 at the Annual Town meeting on April 29, 2013 under which the Town appropriated a sum of up to TWENTY-FOUR THOUSAND DOLLARS (\$24,000) from the Community Preservation Fund's Open Space set aside FY-2014 to (a) be made available for the purpose of the Conservation Restrictions on Existing Open Space Properties Project to be managed by the town Finance Director and the Groveland Conservation Commission under the CPA category of Open Space and (b) authorized the Board of Selectmen or their designee to enter into all agreements and execute any and all instruments, including the conveyance of a perpetual conservation restriction in said property, Lot 5-001 and portion of Lot 5-002D Wood St, Lot 52-031 and Lot 53-002A Uptack Rd and Lot 47-053A Stephenson Way, meeting the requirements of G.L. c.184, §§31-33, which actions were to be completed no later than June 30, 2015 to extend the time for completion and for which funds may be available to June 30, 2021, as may be necessary on behalf of the Town or take any action relative thereto..

Article Submitted by the Community Preservation Committee

Note: This article will extend the original deadline of June 30, 2015 and extended to June 30, 2018 by three additional years for placing required Conservation Restrictions on three land parcels previously purchased or owned by the town.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS:

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:

TRANSFER FROM:

Selectmen

Selectmen Stipend
1001-122-51900-051 (\$1,500)

Minutes Clerk
1001-122-52002-052 (\$700)

Accounting

Accountants Salary
1001-135-51100-051 (\$6,500)

Planning

Town Planner
1001-175-51100-051 (\$35,000)

Municipal Buildings

Utilities
1001-192-53000-053 (\$8,000)

Police

Patrolmen's Salary
1001-210-51111-051 (\$69,500)

Fire

Fire Salary Drills
1001-220-51401-051 (\$5,000)

Highway

Front End Loader
1001-421-52120-052 (\$30,000)

Cemetery

Full Time Wages
1001-491-51100-051 (\$17,000)

Library

Staff Wages
1001-610-51200-051 (\$18,000)

Unclassified

Street Lighting
1001-910-58833-058 (\$3,900)
Essex County Retirement
1001-910-58000-058 (\$3,600)

TOTAL (\$198,700)

TRANSFER TO:

Finance

Education Expense
1001-133-52004-052 \$600

Accounting

Office Expense
1001-135-52000-052 \$1,400

Insurance

Property & Casualty
1001-193-57400-057 \$15,000

School

Essex Tech
1001-301-58830-058 \$12,280

Police

Sergeants Salary
1001-210-51120-051 \$69,500

Fire

Testing & Maintenance
1001-220-57001-057 \$5,000

Highway

Road Maintenance Exp
1001-421-52418-052 \$5,300

Road Machinery Exp
1001-421-52400-054 \$6,500

Snow & Ice
1001-421-52300-053 \$65,120

Cemetery

Part-time wages
1001-491-51112-051 \$5,000

Debt

Principal
1001-710-59100-057 \$12,000

Unclassified

Medicare Tax
1001-910-58831-058 \$3,000

TOTAL \$198,700

Article submitted by Various Departments by Request.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

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And you are directed to serve this Special Town Meeting 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 2nd day of April in the year of our Lord two thousand eighteen.


Michael N. Wood, Chairman


William G. O'Neil, Selectman


Lisa Dube Carpenter, Vice-Chair


Edward H. Watson, Selectman


William F. Dunn, Selectman

A true copy, attest:


Anne Brodie, Town Clerk


Jeffrey T. Gillen, 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 Special Town Meeting 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, Police Chief



TOWN OF GROVELAND
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TOWN OF GROVELAND

2018 TOWN MEETING WARRANT AND 2018 ANNUAL TOWN ELECTION WARRANT

COMMONWEALTH OF MASSACHUSETTS

Town Meeting: Monday, April 30, 2018

Town Election: Monday, May 7, 2018

Essex, ss:

To Jeffrey T. Gillen, 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 30, 2018 @ 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 7, 2018 between the hours of 7:00 A.M. and 8:00 P.M.** which calls for the election of Town Officials.

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2018
ANNUAL TOWN MEETING
TABLE OF CONTENTS

Summary of Revenue and Expenditures

GENERAL ARTICLES

- Article 1 Authorize Petition for Chapter 90 Funds
- Article 2 Authorize Transfer Chapter 90 Funds
- Article 3 Appropriation for Veterans of Foreign Wars
- Article 4 Vote to Rescind M.G.L. Ch. 48, §§42, 43, and 44
- Article 5 Authorize Acceptance of a Public Way
- Article 6 Authorization to make Tree Warden position appointed
- Article 7 An Act Establishing An Appointed Highway Superintendent
- Article 8 Increase Property Tax Exemption under M.G.L. Ch.59 §5 c.41C

GENERAL BYLAW ARTICLES

- Article 9 Amend Criteria for Senior Tax Work-Off Program
- Article 10 Add new Section for the Valor Act Work-Off Program

ZONING ARTICLES

- Article 11 Authorize Temporary Moratorium on Recreational Marijuana
- Article 12 Amend Zoning Bylaws – Definitions
- Article 13 Amend Zoning Bylaws – Accessory Apartments
- Article 14 Amend Zoning Bylaws – Home Occupation
- Article 15 Amend Zoning Bylaws – Density and Dimensional Requirements

COMMUNITY PRESERVATION ARTICLES

- Article 16 Appropriate from Open Space for Open Space and Recreation Plan
- Article 17 Appropriate from Recreation for Roadway Improvements at Veasey Park
- Article 18 Appropriate from Historic Preservation for updates to Washington Hall
- Article 19 Appropriate from Open Space for the purchase of 299-301 Main St.
- Article 20 Appropriation of the Community Preservation Fund Fiscal Year 2019

CAPITAL ARTICLES

- Article 21 Authorize Funding of a new Senior Center
- Article 22 Appropriation for Recommended Capital Projects

FINANCIAL ARTICLES

- Article 23 Accept Funds from Municipal Electric Department
- Article 24 Appropriate Funds for Engineering Study at Riverview Cemetery
- Article 25 Transfer Funds from Conservation Fees Acct to Part-Time Salary Acct
- Article 26 Transfer Funds from Conservation Fees Acct to Expense Acct
- Article 27 Authorize Spending Limits for Revolving Accounts
- Article 28 Transfer Funds from Overlay Surplus
- Article 29 Transfer Funds from FY17 Free Cash to Operating Budget
- Article 30 Transfer Funds from FY17 Free Cash to Stabilization Fund

FINANCIAL ARTICLES, continued

- Article 31 Transfer Funds from FY17 Free Cash to Capital Stabilization Fund
- Article 32 Transfer Funds from FY17 Free Cash to Fire SCBA Grant Account
- Article 33 Transfer Funds from FY17 Free Cash to Sidewalk Plow Lease
- Article 34 Transfer Funds from FY17 Water Retained Earnings for 23 School St.
- Article 35 Transfer Funds from FY17 Sewer Retained Earnings for 23 School St.
- Article 36 Transfer Funds from FY17 Water Retained Earnings for a Truck
- Article 37 Transfer Funds from FY17 Sewer Retained Earnings for a Truck
- Article 38 Appropriation for Water Department Budget
- Article 39 Appropriation for Sewer Department Budget
- Article 40 Omnibus Appropriation
- Article 41 Vote to fix the Salary and Comp of Elected and Appointed Officers

ELECTION ARTICLE

- Article 42 Election and Ballot Questions

- APPENDIX A Fiscal Year 2019 Capital Improvement Plan
- APPENDIX B Revolving Fund Reports to Town Meeting
- APPENDIX C M.G.L. Ch. 48, §§42, 43, and 44 and 42A
- APPENDIX D Definitions of Commonly Uses Terms at Town Meeting
- APPENDIX E Table of Motions

Town of Groveland			
Summary of Revenues and Expenditures			
Fiscal Year 2019			
			FIN COMM
	ADOPTED	REQUESTED	RECOMMENDED
	FY18	FY19	FY19
I. REVENUES			
TAX LEVY	13,313,698	13,809,791	13,809,791
DEBT EXCLUSION	672,517	660,036	660,036
NEW GROWTH	75,000	100,000	100,000
SUBTOTAL	14,061,215	14,569,827	14,569,827
LOCAL RECEIPTS	1,259,000	1,323,500	1,323,500
EST CHERRY SHEET	923,420	977,837	977,837
INTERGOVERNMENTAL (LIGHT DEPT)	35,000	35,000	35,000
SUBTOTAL	2,217,420	2,336,337	2,336,337
TOTAL REVENUE	16,278,635	16,906,164	16,906,164
II. EXPENSES			
TOWN BUDGETS	4,849,442	5,043,676	5,084,536
PRSD BUDGET	9,267,886	9,539,672	9,539,672
WHITTIER BUDGET	953,645	865,260	865,260
ESSEX TECH ESTIMATE	210,000	250,000	260,000
GENERAL FUND PORTION OF SHARED EXPENSES			
HEALTH & LIFE INSURANCE	387,700	403,000	403,000
RETIREMENT	461,915	492,313	492,313
MEDICARE	53,500	70,000	65,000
PROPERTY & CASUALTY/WORKER'S COMP	145,000	160,000	170,000
OTHER EXPENSES			
RESERVE FOR ABATEMENTS	135,000	135,000	135,000
CHERRY SHEET CHARGES	86,879	90,341	90,341
SNOW & ICE DEFICIT (Non Budget)	-	-	-
TOTAL EXPENSES	16,550,967	17,049,262	17,105,122
BALANCE AVAILABLE	(272,332)	(143,098)	(198,958)
ONE TIME REVENUES			
ASSESSORS OVERLAY	190,000	125,000	125,000
FREE CASH	85,000	85,000	85,000
STABILIZATION	-		
SALE OF LOTS FUND	-		
EXCESS/(DEFICIT)	2,668	66,902	11,042

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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 RECOMMENDS: 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 TWELVE THOUSAND, FIVE HUNDRED EIGHTY-ONE DOLLARS (\$212,581) 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 RECOMMENDS: 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 2019; 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 RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 4: To see if the Town will vote to rescind its acceptance of the provisions of Massachusetts General Laws, Chapter 48, Sections 42, 43, and 44, the so-called “strong fire chief” statute, pursuant to which, amongst other things, the Fire Chief appoints fire fighters and otherwise has control over the Fire Department; and further to accept the provisions of Massachusetts General Laws, Chapter 48, Section 42A, the so-called “weak fire chief” statute, pursuant to which the Board of Selectmen appoints fire fighters and may establish regulations for the operation of the Fire Department; or take any other action relative thereto. Article submitted by the Board of Selectmen

Note: Accepting this statute would give the Selectmen appointing authority over all positions within the fire department, and further gives them authority to set wages and establish regulations within the fire department. A copy of Chapter 48, Sections 42, 43, and 44 and Section 42A can be found in Appendix C.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 5: To see if the Town will vote to accept as a public way Fairway Drive, as laid out by the Board of Selectmen and shown on the plan entitled “Groveland Fairways Definitive Subdivision in Groveland, MA”, as prepared for Seven Star Realty Trust, George Haseltine, trustee, by Millennium Engineering, Inc., dated January 15, 2013, with a revision date of April 1, 2013, which plan is on record at the Essex South Registry of Deeds Plan Book 439 Plan 20 and is on file in the office of the town clerk, and to authorize the Board of Selectmen to acquire by gift, purchase, and/or eminent domain such interests in land as are necessary to provide for the use and maintenance of said way for all purposes for which public ways are used in the Town of Groveland; or take any other action relative thereto. Article submitted by the Planning Board

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 6: To see if the Town will vote, in accordance with the provisions of G.L. c.41, §1B, to change the position of Tree Warden from elected to appointed; provided, however, that for such change to take effect, it must also be approved by the voters at the 2019 Annual Town Election; or take any other action relative thereto.

Submitted by the Finance Director

Note: If approved by town meeting, this will appear as a ballot question on the May 6, 2019 Annual Town Election Ballot

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 7: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation changing the elected position of Road Commissioner to the appointed position of Highway Superintendent as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of the petition; or take any other action relative thereto.

An Act Establishing an Appointed Highway Superintendent in the Town of Groveland

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 sections 1, 1B, 21 and 66 of chapter 41 of the General Laws or any other general or special law to the contrary, there shall be in the town of Groveland an appointed highway superintendent, who shall be appointed, and may, after a hearing, be removed by the Groveland board of selectmen. The highway superintendent appointed under this act shall have all the duties and responsibilities of road commissioners, surveyors of highways, and superintendents of streets as set forth in the General Laws.

SECTION 2. As of the effective date of this act, the elected office of road commissioner shall be abolished and the term of the elected incumbent terminated, provided, however, that the elected incumbent road commissioner holding office as of the effective date of this act, shall become the first appointed highway superintendent, and shall serve in such capacity for a period of time equivalent to the remainder of the incumbent's elected term or sooner vacating of office. Thereafter, appointments to the position of highway superintendent shall be made in accordance with section 1 of this act.

SECTION 3. No contracts or liabilities in force on the effective date of this act shall be affected by the abolition of the elected office of road commissioner of the town of Groveland and the newly created appointed office of highway superintendent shall, in all respects, be the lawful successor of the office so abolished. All records, property and equipment whatsoever of the office of road commissioner shall be assigned to the office of the highway superintendent.

SECTION 4. This act shall take effect upon its passage.

Submitted by the Board of Selectmen

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 8: To see if the Town will vote to increase the exemption up to 100 percent for taxpayers qualifying for real estate exemptions under M.G.L. Ch.59 §5 cl.41C from FIVE HUNDRED DOLLARS (\$500) to ONE-THOUSAND DOLLARS (\$1,000.00) effective July 1, 2018; or take any other action relative thereto.

Article submitted by Board of Assessors

Note: This increase permits an additional \$500 per household for low-income elderly who are too frail to take advantage of the work-off programs.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 9: To see if the Town will vote to amend Chapter 2—Article III—Sec.2-41 of the General By-Laws, the Senior Citizen Property Tax Work-Off Program by deleting the strikethrough language and adding the bolded language as follows :

Work exchange: Hourly rate shall be based on State of Massachusetts minimum hourly wage rate to a maximum ~~\$500~~ **\$1,000** annual tax abatement. ...

~~Work-off applicants must have been Groveland residents for ten (10) years.~~

Article submitted by the Council on Aging and the Assessor's Office

Note: *This increase permits an additional \$500 per household and removes the ten (10) year residency requirement.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 10: To see if the Town will vote to amend the Town of Groveland General By-laws by adding a new section 2-41a, the Valor Act Property Tax Work-Off Program, which was accepted by Town Meeting in 2013, pursuant to General Laws Chapter 59, Section 5N, allowing veterans, as defined in clause Forty-third of Section 7 of Chapter 4, to volunteer to provide services in exchange for a reduction in the real property tax obligations of that veteran on the veteran's tax bills, which reduction shall be in addition to any exemption or abatement to which that person is otherwise entitled as set forth below:

Honorably discharged veterans, of any age, will be eligible to participate in the Veterans Work-Off Program. Single veterans may receive no more than \$40,000 annual household income and married veterans may receive no more than \$55,000 household income.

Five positions will be made available (\$1,000 per household abatement in exchange for work-off hours at the state's minimum wage);

or take any other action relative thereto.

Article submitted by the Council on Aging and the Assessor's Office

Note: *This formalizes the acceptance of this statute as a by-law and increases the exemption by an additional \$500 per household.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 11: To see if the Town will vote to amend the Town's Zoning Bylaw by adding a new Section 7.5, **TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS**, that would provide as follows, and further to amend the Table of Contents to add Section 7.5, "Temporary Moratorium on Recreational Marijuana Establishments."

Section 7.5.1 Purpose

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law, which allows certain personal use and possession of marijuana, took effect on December 15, 2016 and (as amended on December 30, 2016 by Chapter 351 of the Acts of 2016 and thereafter, on July 28, 2017 by Chapter 55 of the Acts of 2017) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses no later than April 1, 2018. Currently under the Zoning By-law, a non-medical Marijuana Establishment (hereinafter, a "Recreational Marijuana Establishment"), as defined in G. L. c. 94G §1, is not specifically addressed.

Regulations promulgated by the Cannabis Control Commission provide guidance on certain aspects of local regulation of Recreational Marijuana Establishments. The regulation of recreational marijuana raises novel legal, planning, and public safety issues, and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning By-law regarding regulation of Recreational Marijuana Establishments. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments so as to allow sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

Section 7.5.2 Definition

"Marijuana Establishment" shall mean a "marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business."

Section 7.5.3 Temporary Moratorium

For the reasons set forth above and notwithstanding any other provision of the Zoning By-law to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Recreational Marijuana Establishment and other uses related to recreational marijuana. The moratorium shall be in effect through December 31, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments, and shall consider adopting new zoning bylaws in response to these new issues.

Or take any action relative thereto.

Submitted by the Planning Board

Requires 2/3's affirmative vote

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 12: To see if the Town will vote to amend the Town's Zoning Bylaw by making the following changes to Section 2, "Definitions" as set forth below:

SECTION 2. DEFINITIONS

~~AREA, BUILDING: The total of areas taken on a horizontal plane at the main grade level of the principal building and all accessory buildings exclusive of uncovered porches, terraces and steps.~~

AREA, BUILDING: The total of areas taken on a horizontal plane at the main grade level of the principal building and all accessory buildings.

~~BASEMENT: A story partly underground but having at least one half (1/2) of its height above the average level of the adjoining ground. A basement shall be counted as a story for the purpose of floor area measurement if the vertical distance between the ceiling and the average level of the adjoining ground is more than five (5) feet and used for dwelling purposes.~~

BASEMENT: That portion of a building that is partly or completely below grade (see "Story above grade").

~~BOARDING HOUSE: Any dwelling in which more than two (2) persons either individually or in family units are housed or lodged for hire with or without meals. A rooming house or a furnished rooming house shall be deemed a boarding house.~~

~~BUILDING HEIGHT: The vertical distance measured from the mean finished grade of the ground adjoining the building to the highest point of the roof for flat roofs, to the deck line of mansard roofs, and to the mean height between eaves and ridge, for gable, hip and gambrel roofs.~~

BUILDING HEIGHT: The vertical distance measured from grade plane to the highest point of the roof for flat roofs, to the top of the lower pitched section of mansard roofs, and to the mean height between eaves and ridge, for gable, hip and gambrel roofs.

~~CELLAR: A story partly underground and having more than one half (50%) of its clear height below the average level of the adjoining ground. A cellar shall not be considered in determining the permissible livable floor area.~~

~~CONTIGUOUS BUILDABLE AREA: That area of a lot that is contiguous and buildable land as required by Section 8.1 Table of Dimensional Requirements. Wetlands described by G.L. c. 131, including any no disturbance and no build setback areas in accordance with G.L. c. 131, and the Town of Groveland Wetlands By Law and accompanying Regulations, and slopes in excess of 20% shall not be considered as buildable for the purpose of calculating square footage.~~

CONTIGUOUS BUILDABLE AREA: That area of a lot that is contiguous and buildable land as required by Section 8.1 Table of Dimensional Requirements, together with that area within required setbacks to the extent such area complies with the further requirements of this definition. Wetlands described by G.L. c. 131, including any no disturbance and no build setback areas in accordance with G.L. c. 131, and the Town of Groveland Wetlands

By-Law and accompanying Regulations, and slopes in excess of twenty (20) percent shall not be considered as buildable for the purpose of calculating square footage.

~~CONTRACTOR'S YARD: Premises used by a building contractor, excavator, septic or road installer or subcontractor for storage of equipment, materials and supplies, fabrication of subassemblies, and parking of wheeled and tracked equipment.~~

CONTRACTOR'S YARD: Premises used by a contractor, subcontractor or other person doing business in construction, landscaping and related trades for the storage, either indoors or out, of vehicles, equipment, tools, supplies, materials and for fabrication of sub-assemblies.

~~DWELLING: A building designed or used exclusively as the living quarters for one (1) or more families.~~

DWELLING: Any building that contains one or more dwelling units used, intended, or designed to be built, used, rented, leased, let or hired out to be occupied, or that are occupied for living purposes.

~~DWELLING UNIT: A structure, whether attached or detached, designed or converted to use exclusively as a residence for a single family, and which contains complete and independent kitchen, cooking and sanitary facilities.~~

DWELLING UNIT: A single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

~~DWELLING, SINGLE-FAMILY: A detached structure consisting of one (1) dwelling unit.~~

DWELLING, SINGLE-FAMILY: A detached structure consisting of one (1) dwelling unit. Approved accessory apartments shall be considered as part of a single family dwelling for the purposes of this zoning bylaw.

EXTERIOR WALL: An above-grade wall that defines the exterior boundaries of a building.

~~FLOOR AREA: The aggregate horizontal area in square feet of all floors of a building or several buildings on the same lot measured from the exterior faces of walls enclosing each building, exclusive of garages. The cellar, basement and other areas used only for storage or for services incidental to the operation or maintenance of such building or buildings shall not be used for determining floor area. In the absence of information as to what portion of a building will be used for such storage and services, eight (8) percent of the aggregate floor area shall be deemed to be used only for storage or for services incidental to the operation or maintenance of such building or buildings for the purpose of making any required calculations.~~

FLOOR AREA: The aggregate horizontal area in square feet of all floors of a building or several buildings on the same lot measured from the exterior faces of walls enclosing each building, exclusive of garages. The basement and other areas used only for storage or for services incidental to the operation or maintenance of such building or buildings shall not

be used for determining floor area. In the absence of information as to what portion of a building will be used for such storage and services, eight (8) percent of the aggregate floor area shall be deemed to be used only for storage or for services incidental to the operation or maintenance of such building or buildings for the purpose of making any required calculations.

~~FLOOR AREA, LIVABLE: The sum of the gross horizontal area of the floors of a dwelling unit used or intended to be used for living, sleeping and cooking purposes, excluding cellar and excluding basement floor areas with less than ten (10) percent of its wall area devoted to window space, bathrooms, toilets, laundries, pantries, foyers, communicating corridors, stairways, closets, storage spaces, garages, breezeways, carports, porches and any area with less than a five foot clear headroom under sloping ceilings.~~

FLOOR AREA, LIVABLE: The sum of the gross horizontal area of the floors of a dwelling unit used or intended to be used for living, sleeping and cooking purposes, excluding basement floor areas with less than ten (10) percent of its wall area devoted to window space, bathrooms, toilets, laundries, pantries, foyers, communicating corridors, stairways, closets, storage spaces, garages, breezeways, carports, porches and any area with less than a five- foot clear headroom under sloping ceilings.

GRADE: The finished ground level adjoining the building at all exterior walls.

GRADE PLANE: A reference plane representing the average of the finished ground level adjoining the building at all exterior walls. Where the finished ground level slopes away from the exterior walls, the reference plane shall be established by the lowest points within the area between the building and the lot line or, where the lot line is more than six (6) feet from the building between the structure and a point 6 feet from the building.

HABITABLE AREA: An area in a building used for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls, storage or utility spaces and similar areas are not considered habitable area.

~~MIXED USE: A single structure featuring non-residential on the first floor and one or more residential units on any other floor. In the case of mixed occupancy, the regulation for each use shall apply to the portion of the building or land so used. In case of conflict, the zone use regulations with the stricter regulations shall apply.~~

MIXED USE: Those buildings in which more than one (1) use or occupancy, as defined by 780 CMR the Massachusetts State Building Code, is contained.

~~OCCUPANCY PERMIT: A permit issued by the building inspector authorizing the occupancy and the use of land/or buildings.~~

OCCUPANCY PERMIT: A permit issued by the building inspector/zoning enforcement officer authorizing the occupancy and the use of land/or buildings.

SELF OR MINI-STORAGE FACILITY: A building composed of individual storage units that are rented to consumers for the periodic storage of items that are not picked up and dropped off on a regular basis as part of an ongoing business. A storage facility may include exterior parking for oversized personal property (such as recreational vehicles

and vessels) provided the personal property is registered with the Town and the parking area is screened from the view of any adjacent residence and any public way.

~~SETBACK: The required unoccupied open space on a lot measured from the street line, side lot line, or rear lot line, as the case may be, to the nearest point of any structure or projection thereof, except as specified in Section 8.4, measured in a line perpendicular or normal to such lot or street line; provided however that fences, gates or security stations, yard accessories, ornaments and furniture, and customary summer awnings are permitted in any setback, subject to height limitations. In the case of a corner lot, setback shall refer to the distance from each street line, considered separately, to the nearest point of any structure.~~

SETBACK: The required unoccupied open space on a lot measured from the street line, side lot line, or rear lot line, as the case may be, to the nearest point of any structure or projection thereof, measured in a line perpendicular to such lot or street line; provided however a landscaping or boundary wall that does not retain unbalanced fill, fences less than seven (7) feet in height, play structures or decorative yard items and summer awnings are permitted in any setback, subject to height limitations. In the case of a corner lot, setback shall refer to the distance from each street line, considered separately, to the nearest point of any structure.

~~STORY: That portion of a building contained between any floor and the floor or roof next above it, but not including either the lowest portion so contained if more than one-half (1/2) of such portion vertically is below the mean finished grade of the ground adjoining such building, or the uppermost portion so contained if under a sloping roof and not designed to be used for human occupancy.~~

STORY: That portion of a building included between the upper surface of a floor and the upper surface of the floor or roof next above.

STORY ABOVE GRADE PLANE: Any story having its finished floor surface entirely above grade plane, except that a basement shall be considered a story above grade plane where the finished surface of the floor above the basement meets any one of the following:

1. Is more than six (6) feet above grade plane.
2. Is more than six (6) feet above finished ground level for more than fifty (50) percent of the total building perimeter.
3. Is more than twelve (12) feet above the finished ground level at any point.

~~STRUCTURE: Anything constructed or erected, the use of which requires a fixed location on the ground, or attachment to something located on the ground, including buildings, mobile homes, billboards, tanks, or the like, or the parts thereof, and swimming pools capable of having a depth of two (2) feet or more at any point and a surface area of more than one hundred (100) square feet. However, this definition does not include a boundary wall or fence less than six (6) feet in height above the mean finished grade of the adjoining ground.~~

STRUCTURE: That which is built or constructed. However, this definition does not include landscaping or boundary walls that do not retain unbalanced fill, fences less than seven (7) feet in height, play structures or decorative yard items.

~~WAREHOUSE AND OPEN STORAGE: Storage of bulk goods either indoors or out for distribution but not for sale.~~

WAREHOUSE AND OPEN STORAGE: The storage of goods, either indoors or out, for distribution but not for sale, where the goods being stored are picked up and dropped off on a regular basis as part of an ongoing business.

Or take any action relative thereto.
Submitted by the Planning Board

Requires 2/3's affirmative vote

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 13: To see if the town will vote to amend the Groveland Zoning By-Laws by deleting Section 7.1. Accessory Apartments, and the use line "Accessory Apartments" under 4.5. Table of Uses, in their entirety, and replacing them as set forth below:

7.1. ACCESSORY APARTMENTS

7.1.1 Purpose and Intent

The purpose and intent of the Accessory Apartment bylaw is to provide for a range of housing types in the Town of Groveland through the alteration and reuse of existing buildings, to enable homeowners to accommodate the needs of elderly family members or family members with disabilities, and to provide suitable housing for caregivers while maintaining the single-family character of the neighborhood.

7.1.2 Applicability

Accessory apartments shall be authorized by the Building Inspector/Zoning Enforcement Officer through the issuance of a Certificate of Occupancy in all single family residential dwellings provided the conditions and requirements of the following sections are met.

7.1.3 General Requirements

- 7.1.3.1 A permit may be granted by the Building Inspector/Zoning Enforcement Officer to accommodate an accessory apartment by the installation of a common wall or the partitioning of or extension of existing habitable area. There shall be no more than one (1) accessory apartment for a total of two (2) dwelling units within a single-family dwelling per lot.
- 7.1.3.2 Use Limitation. The principal dwelling unit or accessory apartment must be occupied by the owner. For the purposes of this section "owner" shall mean one (1) or more of those individuals who hold record title to the lot on which the principal dwelling unit and the accessory apartment are located. Occupancy of the unit not occupied by the owner is limited to a family member related by blood, marriage or adoption to the owner(s).

- 7.1.3.3 Floor Area Limitations. The habitable area of the principal dwelling unit shall not be less than sixteen hundred (1600) square feet. The habitable area of the accessory apartment shall be limited to a maximum of nine hundred (900) square feet. The Groveland Zoning Board of Appeals may by special permit allow an increase of up to ten (10) percent in the accessory apartment habitable area square footage limitation if the configuration of the structure makes strict compliance with this requirement difficult. The Groveland Zoning Board of Appeals, by special permit, may also allow reasonable deviation from the stated conditions and requirements where necessary to install features that facilitate access and mobility for disabled persons, provided that the Board of Appeals finds that such deviation is not contrary to the public interest and is consistent with purpose and intent of this bylaw.
- 7.1.3.4 There shall be no borders or lodgers within either the principal dwelling unit or the accessory apartment , or on the same lot with an accessory apartment.
- 7.1.3.5 The total number of bedrooms of the principal dwelling unit and accessory apartment combined may not exceed the capacity of the permitted and compliant septic system serving the units per Title V requirements. This section shall not apply to properties that are connected to the public sewer system.
- 7.1.3.6 Utilities such as water, electric and gas as necessary for the accessory apartment shall be extensions of the existing utilities serving the principal single family dwelling and shall not be separately metered, unless required by the utility provider.
- 7.1.3.7 Parking shall be provided for as determined by the parking Table 9.1.2.
- 7.1.3.8 To the extent possible, exterior passage ways and access ways shall not detract from the single-family appearance of the dwelling. All stairways to additional stories shall be enclosed within the exterior walls of the structure and will be located on the side or rear of the structure.
- 7.1.3.9 Floor plans of the proposed accessory apartment and principal dwelling unit and a site plan showing the structure(s) on the lot shall be filed with the application for a permit with the Building Inspector/Zoning Enforcement Officer. Plans shall demonstrate that exterior changes to the structure will not significantly alter the appearance of the single family dwelling.

7.1.4 Occupancy Requirements

- 7.1.4.1 Prior to issuance of a Building Permit and Occupancy Certificate, the owner shall send a notarized letter to the Building Inspector/Zoning Enforcement Officer affirming that the owner will occupy either of the principal dwelling unit or the accessory apartment as the owner's primary residence, except for temporary absences of no more than six months in any calendar year.

- 7.1.4.2 Prior to issuance of a Building Permit and Occupancy Certificate, the owner shall send a notarized letter to the Building Inspector/Zoning Enforcement Officer stating that to the best of his or her knowledge the accessory apartment will not violate any deed restrictions applicable to the subject lot or principal dwelling unit.
- 7.1.4.3 A letter of approval of the accessory apartment issued by the Building Inspector/Zoning Enforcement Officer or a Special Permit where applicable, shall be recorded by the owner in the Southern Essex District Registry of Deeds or Land Court, as appropriate, in the chain of title to the property, with documentation of the recording provided to the Building Inspector/Zoning Enforcement Officer within sixty (60) days of the issuance of the Occupancy Permit or Special Permit for the accessory dwelling unit.
- 7.1.4.4 When a lot with a structure which has received a permit for an accessory apartment is sold, the new owner, if he or she wishes to continue to exercise the permit, must, within sixty (60) days of the sale, submit a notarized letter to the Building Inspector/Zoning Enforcement Officer affirming that he or she will occupy either of the principal dwelling unit or the accessory apartment on the premises as his or her primary residence, except for temporary absences of no more than six months in any calendar year and acknowledging and agreeing to abide by all conditions to the previously issued Occupancy Certificate and Special Permit, if applicable.
- 7.1.4.5 Any accessory apartment lawfully in existence at the time of the adoption of this By-Law shall be allowed to continue.

4.5. Table of Uses

USES	R-1	R-2	R-3	LB	B	C	Site Plan Review (3)

Accessory Uses

Accessory Apartments (8)	P	P	P	P	P	NP	No
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(8) Only as permitted in accordance with Section 7.1 of this Bylaw (Accessory Apartments).

Or take any action relative thereto.

Submitted by the Planning Board

Requires 2/3's affirmative vote

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 14: To see if the Town will vote to amend the Groveland Zoning By-Laws by deleting the definition of “Home Occupation” in Section 2. Definitions, and the use line “Home Occupation” under 4.5 Table of Uses, and adding a definition of “Customary Home Occupation” to Section 2. Definitions, adding a use line for “Customary Home Occupation” under 4.5. Table of Uses, and adding a new Section 7.3 Customary Home Occupation, as set forth below:

ADD NEW DEFINITION to Section 2:

CUSTOMARY HOME OCCUPATION: A customary home occupation is the use of a room or rooms in a dwelling and/or accessory building on one lot by one or more persons residing thereon to conduct a business for financial gain in a manner subordinate to the principal use of the lot for residential purposes. A customary home occupation does not include business activities carried on in a residential dwelling pursuant to outside employment.

ADD NEW USE LINE to Section 4.5:

							Site Plan Review (3)
USES	R-1	R-2	R-3	LB	B	C	

Accessory Uses

Customary Home Occupation (9)	P	P	P	P	P	NP	No
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(9) Only as permitted in accordance with Section 7.3 of this Bylaw (Customary Home Occupations).

ADD NEW SECTION 7.3.

7.3. Customary Home Occupation

7.3.1. Purpose and Intent.

It is the specific intent of this section to allow customary home occupations for the purpose of allowing small businesses to operate within a residential dwelling or accessory structure on the same premises as a dwelling, to be carried out by the person or persons who reside there. The purpose of these standards is to strictly limit the size, type, and intensity of a proposed home occupation so that the residential character of the properties is not negatively impacted or altered.

7.3.2. Permitting.

Residents wishing to operate a customary home occupation must obtain a customary home occupation permit from the Building Inspector/Zoning Enforcement Officer. The Building Inspector/Zoning Enforcement Officer shall issue a customary

home occupation permit to those applicants that meet all the requirements of this section.

7.3.3. Standards and Requirements.

7.3.3.1. The customary home occupation shall be subordinate to the principal use of the dwelling and shall not appreciably change the residential character of the structure or the lot on which it sits.

7.3.3.2. No person other than the legal resident(s) of the dwelling may be employed to work on the premises.

7.3.3.3. Activities associated with the customary home occupation shall be limited to the interior of the dwelling or accessory structure.

7.3.3.4. No exterior storage of goods, materials tools or equipment shall be allowed. Storage of junk, scrap, waste or hazardous materials related to the customary home occupation is strictly prohibited.

7.3.3.5. No more than one commercial vehicle owned by the business is allowed to be parked on the premises excluding vehicles which are the primary vehicles of the legal residents of the property.

7.3.3.6. No offensive noise, smoke, vibration, dust, odors, heat, light, or glare shall be produced by the home occupation.

7.3.3.7. Signs shall comply with Section 11 of this bylaw.

7.3.3.8. Customer/client visits are permitted by appointment only.

7.3.3.9. Deliveries/pick-ups related to the business shall be limited to one per day except as allowed by Section 7.3.3.8.

7.3.3.10. Off street parking must be provided for customers/clients if customers/clients are anticipated as part of the business. Resident vehicles shall not be parked on street to accommodate customer/client parking needs or requirements.

7.3.3.11. The owner of a customary home occupation will register the home occupation business with the Town Clerk. Said registration shall not constitute authorization to conduct the business.

Or take any action relative thereto.

Submitted by the Planning Board

Requires 2/3's affirmative vote

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 15: To see if the Town will vote to amend the Groveland Zoning By-Laws by deleting Section 8. Density and Dimensional Regulations in its entirety and replacing it as follows:

SECTION 8. DENSITY AND DIMENSIONAL REGULATIONS

8.1. Table of Dimensional Requirements.

District	Min. Area SF	Min. Frontage Feet	Min. Setbacks			Max. Height Feet	Max. % Lot Coverage	Max. % Impervious Area	Percent of Minimum Required Lot Area as Contiguous Buildable Area ⁽⁶⁾
			Front	Side	Rear				
R-1	43,560 ⁽¹⁾	150 ⁽¹⁾	30 ⁽⁵⁾	15	15	35	20	50	60 ⁽⁷⁾
R-2	30,000 ⁽²⁾	150 ⁽²⁾	30 ⁽⁵⁾	15 ⁽⁴⁾	15	35	25	50	60 ⁽⁷⁾
R-3	20,000 ⁽³⁾	100 ⁽³⁾	30 ⁽⁵⁾	10	10	35	30	50	75
B	20,000	100	30	10	30	35	40	70	60 ⁽⁷⁾
LB	20,000	100	20	10	30	35	40	70	60 ⁽⁷⁾
I	43,560	150	50	25	25	35	25	50	60 ⁽⁷⁾

Notes:

1. Two-family or Duplex structures require a min. of two hundred (200) feet of frontage and 60,000 SF Area in the R-1 District.
2. Two-family or Duplex structures require a min. of two hundred (200) feet of frontage and 40,000 SF Area in the R-2 District.
3. Two-family or Duplex structures require a min. of one hundred thirty (130) feet of frontage and 27,000 SF Area in the R-3 District.
4. On a lot with less than one hundred fifty (150) feet of frontage and in existence at the time this By-law is passed, no building shall be erected within ten (10) feet of a side lot line.
5. See Section 8.2.3.
6. Contiguous Buildable Area as defined in Section 2, Definitions. All structures shall be located within the Contiguous Buildable Area and within all setback requirements of the lot.
7. Fifty (50) percent if parcel is serviced by Town water and sewer.

8.2. Additional Dimensional Requirements.

8.2.1. Lot Regularity.

A circle with a diameter equal to eighty (80) percent of the applicable required frontage must be able to be located within the lot lines of any lot. Structures may be constructed outside of this circle, provided that all other requirements of this by-law are met.

8.2.2. Frontage.

Frontage shall be measured at the street line from side lot line to side lot line except on a curve where the frontage shall be measured from side lot line to side lot line along the curve. Frontage must provide access to the lot from the right-of-way counted for frontage unless otherwise approved by the Planning Board on a Definitive Plan submitted in accord with G.L. c. 41 or approved by the Planning Board in the same manner as a Definitive Plan.

8.2.3. Street Line.

In any residential district no building or roadside stand shall be erected or placed within thirty (30) feet of a street line unless it is determined that the line of houses existing at the time this by-law is adopted is less than thirty (30) feet from the street line, and no building or accessory use or farm or poultry farm building other than a dwelling, or roadside stand, or private garage, shall be built within sixty (60) feet of a street line.

8.3. Appurtenant Open Space.

No minimum setback or other open space required for a building by this by-law shall, during the existence of such a building, be occupied by or counted as open space for another building.

8.4. Public Water Supply.

No structure shall be erected within a four-hundred (400) foot radius of the centerline of the drill hole of any town owned well used for public water supply.

8.5. Lot Size Reduction.

8.5.1. No lot shall be reduced in size so as to not conform to this By-law unless authorized by a variance from the zoning board of appeals.

8.5.2. No legally nonconforming lot shall be further reduced in size unless authorized by a variance from the zoning board of appeals.

8.6 Dwellings Per Lot.

Not more than one (1) building designed or available for use for dwelling purposes shall be erected or placed or converted to use on any lot in a subdivision, or elsewhere in the town, without the consent of the Planning Board, and such consent shall be conditional upon the providing of adequate ways furnishing access to each site for such building, in the same manner as otherwise required for lots within a subdivision.

Or take any action relative thereto.

Submitted by the Planning Board *Requires 2/3's affirmative vote*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 16: To see if the Town will vote to appropriate a sum of THIRTY THOUSAND DOLLARS (\$30,000) from the Community Preservation Open Space Reserve FY-2019 to be made available for the purpose of **updating the Open Space and Recreation Plan for the Town Of Groveland** to be managed by the Groveland Open Space and Trails Committee and the Town Finance Director under the CPA category of Open Space and be completed no later than June 30, 2021, or take any action relative thereto.

Article submitted by the Community Preservation Committee

***Note:** This project is for updating the town's OSRP required by the State for eligibility on any State grants or funding of open space or recreation projects. The current plan expires in 2019. We have received over \$450,000 in State grants by having an OSRP in place.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 17: To see if the Town will vote to appropriate a sum of ONE HUNDRED SIX THOUSAND DOLLARS (\$106,000) from the Community Preservation General Reserve FY-2019 to be made available for the purposes of **Roadway Improvements at Veasey Park**. The project is to be managed by the Conservation Commission and the Town Finance Director under the CPA category of Recreation and be completed no later than June 30, 2021 or take any action relative thereto.

Article submitted by the Community Preservation Committee

***Note:** The project would provide labor and material towards replacement of the roadway, parking lots and access roads at Veasey Memorial Park located at 201 Washington Street. This historic town-owned property serves as a community event facility and a conservation park for Groveland and the surrounding area. It is a major passive recreation facility for hiking, fishing, sledding and biking. The improvements will provide safer access to the facility for the public. The existing roadway and lots are over 40 years old and are in dangerous and deteriorating condition.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 18: To see if the Town will vote to appropriate a sum of TWENTY-FOUR THOUSAND ONE HUNDRED FORTY DOLLARS (\$24,140) from the Community Preservation Fund's Historic Reserve FY-2019 to be made available for the purpose of **window solar control and parking lot improvements at Washington Hall**. The project is to be managed by the Town Finance Director and the Groveland Historical Society under the CPA category of Historic Preservation and be completed no later than June 30, 2021 or take any action relative thereto. Article submitted by the Community Preservation Committee

***Note:** The project would provide protective shielding from UV light on the large windows at Washington Hall to preserve the historic items on display in the building. Also improvements to the existing parking lot would include enlarging the paving and adding a safer access to the lot.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 19: To see if the Town will vote to appropriate a sum of TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000) from the Community Preservation Fund's General Reserve FY-2019 to be made available for the purpose of **purchasing the property at 299-301 Main St by the Town**. The project is to be managed by the Town Finance Director and the Groveland Square Committee under the CPA category of Open Space and be completed no later than June 30, 2021 or take any action relative thereto. Article submitted by the Community Preservation Committee

***Note:** Groveland Square is a historic area of Groveland that has had recent renewal with the refurbishment of the common and the new bridge to Haverhill. A final piece of property that must be improved is located at 299-301 Main St. Before the Town can move forward with a proposal to improve and develop the parcel, we must purchase the parcel that is currently on the market. Under this project we will purchase the property for the Town Of Groveland using 50 percent of local funds from the Open Space-designated Community Preservation Act fund and 50 percent from matching grants. The site will be developed as a park using CPA and other grants once the property is purchased.*

BOARD OF SELECTMEN RECOMMENDS:

FINANCE BOARD RECOMMENDS: UNFAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 20: To see if the Town will vote to appropriate or reserve from Community Preservation Fund Fiscal Year 2019 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 RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 21: To see if the Town will vote to raise and appropriate, or borrow the sum of THREE MILLION, SIX HUNDRED FORTY-NINE THOUSAND, FIVE HUNDRED AND EIGHTY DOLLARS (\$3,649,580), more or less, for the purpose of (i) designing, (ii) constructing, and (iii) equipping a new Senior Center, including the payment of all costs incidental and related thereto; that to meet said appropriation, authorize the Treasurer, with approval of the Board of Selectmen, to borrow said sum under G.L. Chapter 44, Section 7 or any other enabling authority and to issue bond or notes of the Town therefor; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs; provided, however, that the appropriation authorized hereunder shall be contingent upon approval by the voters of a ballot question to exclude the amount required to pay for the bond or notes issued for said project from the limitation on total property taxes set forth in Chapter 59, Section 21C of the General Laws (Proposition 2 ½), so called; or take any other action relative thereto.

Submitted by the Council on Aging *Requires 2/3's affirmative vote*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 22: To see if the Town will vote to appropriate a sum of money to pay costs of the capital projects set forth below, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise provided, 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>Finance Board Recommends</u>
	Highway Department				
1	Radios	11	19,966		19,966
	Police Department				
2	Radios	27	20,203		20,203
3	Replacement of a Line Cruiser	1	43,516		43,516
	Fire Department				
4	EMS Vehicle to replace Squad 1	1	85,000		65,000
5	Replace Radio System		100,000		33,000
		Total	\$ 268,685	\$	\$181,685

Each item above will be considered a separate appropriation. The budgeted amount may be spent only for the stated purpose.

Submitted by the Capital Improvement Committee

Article 22 requires 2/3's affirmative vote for borrowing

Note: The above projects were recommended for funding in FY2019 by the Capital Improvement Committee (CIC). Refer to Appendix A for the complete 5 Year CIC report.

BOARD OF SELECTMEN RECOMMENDS:

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION ON THE \$181,685 RECOMMENDATION

DATE AND ACTION TAKEN:

ARTICLE 23: 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, 2019; or take any other action relative thereto.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 24: To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$4,000.00 to fund an engineering study to develop additional lots at the Riverview Cemetery; or take any other action relative thereto.

Article submitted by the Cemetery Commissioners

Note: The total cost of the Engineering study is \$8,000, with the additional \$4,000 coming from the Cemetery Sale of Lots fund.

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 transfer the sum of THIRTEEN THOUSAND SEVEN HUNDRED AND SEVENTY DOLLARS (\$13,770.00) from the Conservation Commission Fees Account (2601-990-45305-000) to the Conservation Commission Salary Part Time Account for Fiscal Year 2019 (1001-171-51100-051) for the purposes of funding the Conservation Agent; or to take any other action relative thereto.

Article submitted by the Conservation Commission

Note: This article transfers funds from fees collected by the Commission to the Commission Salary Account.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN

ARTICLE 26: To see if the Town will vote to transfer the sum of FOUR THOUSAND FIVE HUNDRED AND SIXTY DOLLARS (\$4,560.00) from the Conservation Commission Fees Account (2601-990-45305-000) to the Conservation Commission Expense Account for Fiscal Year 2019 (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

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

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN

ARTICLE 27: To see if the Town will vote, pursuant to the provisions of G.L. c.44, §53E½, to set the annual spending limits for the following six (6) revolving accounts established in the General By-Laws for Fiscal Year 2019; or take any action relative thereto.

A. Revolving Fund	B. Department, Board, or Committee Authorized to Spend from Fund	C. Spending Limit for Fiscal Year 2019
Veasey Memorial Park	Conservation Commission	\$95,000
Pines Boat Ramp	Finance Director	\$15,000
Zoning Board of Appeals	Zoning Board of Appeals	\$15,000
Bagnall Summer Program	Bagnall Summer Program Director	\$200,000
Council on Aging	COA Director	\$10,000
Fire Department CPR Class	Fire Chief	\$6,000

Submitted by the Finance Director

Note: Reports on the revolving funds may be found in Appendix B

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 28: To see if the Town will vote to transfer the sum of ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$125,000) from the Overlay Surplus Account for the purpose of funding the Town's operating budget for Fiscal Year 2019; or take any other action relative thereto.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 29: To see if the Town will vote to transfer EIGHTY-FIVE THOUSAND DOLLARS (\$85,000) from Fiscal Year 2017 Town Free Cash for the purpose of funding the Town's operating budget for Fiscal Year 2019; or take any other action relative thereto.

Article submitted by Board of Selectmen

Note: This would cover the cost of the Other Post Employment Benefits (OPEB) FY19 trust fund appropriation.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 30: To see if the Town will vote to transfer TWENTY-FIVE THOUSAND DOLLARS (\$25,000) from Fiscal Year 2017 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

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

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN

ARTICLE 31: To see if the Town will vote to transfer TWENTY-FIVE THOUSAND DOLLARS (\$25,000) from Fiscal Year 2017 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

Note: 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 RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 32: To see if the Town will vote to transfer THIRTY ONE THOUSAND THREE HUNDRED AND TWENTY-FIVE DOLLARS (\$31,325) from Fiscal Year 2017 Town Free Cash to the Fire SCBA Grant Account; or take any other action relative thereto.

Article submitted by Board of Selectmen.

Note: This article would appropriate funds toward a regional grant for SCBA fire department breathing apparatus. If the grant is not awarded to Groveland by June 30, 2019, the funds would revert back to free cash.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN

ARTICLE 33: To see if the Town will vote to transfer SIXTY SEVEN THOUSAND THREE HUNDRED SEVENTY-TWO DOLLARS AND SEVENTY-ONE CENTS (\$67,372.71) from Fiscal Year 2017 Town Free Cash to fund the final payment for the leased Sidewalk Plow; or take any other action relative thereto.

Article submitted by Board of Selectmen.

Note: This article would make the final payment on the sidewalk lease instead of taking the funds from the Snow & Ice budget.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 34: To see if the Town will vote to transfer the sum of ONE HUNDRED FORTY THOUSAND DOLLARS (\$140,000.00) from Fiscal Year 2017 Water 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

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 transfer the sum of SIXTY THOUSAND DOLLARS (\$60,000.00) from Fiscal Year 2017 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

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 36: To see if the Town will vote to transfer the sum of THIRTY-FOUR THOUSAND SIX HUNDRED AND FIFTY DOLLARS (\$34,650.00) from Fiscal Year 2017 Water Enterprise Department Retained Earnings for the purchase and equipping and maintaining of a 2018 F350 4X4 with a tow and plow; or take any other action relative thereto.

Article submitted by Water & Sewer Commissioners

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 FORTEEN THOUSAND EIGHT HUNDRED AND FIFTY DOLLARS (\$14,850.00) from Fiscal Year 2017 Sewer Enterprise Department Retained Earnings for the purchase and equipping and maintaining of a 2018 F350 4X4 with a tow and plow; or take any other action relative thereto.

Article submitted by Water & Sewer Commissioners

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 raise and appropriate the sum of ONE MILLION FIFTY-EIGHT THOUSAND, ONE HUNDRED AND EIGHTY-ONE DOLLARS AND NINETY-ONE CENTS (\$1,058,181.91) for the use of the Water Department, said sum to be offset by FY 2019 Water Department Revenue; or take any other action relative thereto:

	<u>FY '18</u>	<u>FY '19 REQUESTED</u>	<u>FINANCE BOARD RECOMMENDS</u>
Commissioners	\$ 1,260.00	\$ 1,260.00	\$ 1260.00
Superintendent	\$ 64,327.00	\$ 66,925.81	\$ 66,925.81
Office Manager	\$ 42,022.00	\$ 43,719.69	\$ 43,719.69
Laborers' Wages (3)	\$123,778.00	\$126,957.59	\$126,957.59
Part-Time Help	\$ 5,780.00	\$ 9,280.00	\$ 9,280.00
Overtime	\$ 28,923.00	\$ 33,385.00	\$ 33,385.00
Expenses	\$298,000.00	\$324,900.00	\$324,900.00
Health	\$ 59,290.00	\$ 62,254.50	\$ 62,254.50
Retirement	\$ 56,351.00	\$ 59,674.32	\$ 59,674.32
Emergency Funds	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Bond Debt & Interest	\$304,700.00	\$279,825.00	\$279,825.00
TOTAL	\$1,034,431.00	\$1,058,181.91	\$1,058,181.91
Article submitted by Water & Sewer Commissioners			

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 39: To see if the Town will vote to raise and appropriate the sum of SIX HUNDRED TWENTY-THREE THOUSAND, SIX HUNDRED AND EIGHT DOLLARS AND SEVENTY FOUR CENTS (\$623,608.74) for the use of the Sewer Department, said sum to be offset by FY 2019 Sewer Department Revenue; or take any other action relative thereto:

	<u>FY '18</u>	<u>FY'19 REQUESTED</u>	<u>FINANCE BOARD RECOMMENDS</u>
Commissioners	\$ 540.00	\$ 540.00	\$ 540.00
Superintendent	\$ 27,506.00	\$ 28,617.24	\$ 28,617.24
Office Manager	\$ 18,009.00	\$ 18,736.75	\$ 18,736.75
Laborers' Wages (3)	\$ 53,048.00	\$ 54,411.09	\$ 54,411.09
Overtime	\$ 7,824.00	\$ 8,968.00	\$ 8,968.00
Part-Time Help	\$ 1,734.00	\$ 2,791.74	\$ 2,791.74
Expenses	\$ 81,549.00	\$ 99,700.00	\$ 99,700.00
Health	\$ 25,993.00	\$ 27,293.00	\$ 27,293.00
Retirement	\$ 28,176.00	\$ 29,837.16	\$ 29,837.16
Bond Debt & Interest	\$100,024.00	\$102,378.76	\$102,378.76
Emergency Funds	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Haverhill Wastewater	\$166,780.00	\$172,500.00	\$172,500.00
Haverhill Capital Bond	\$ 39,351.00	\$ 52,835.00	\$ 52,835.00
TOTAL	\$575,534.00	\$623,608.74	\$623,608.74
Article submitted by Water & Sewer Commissioners			

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 40: To see if the Town will vote to raise the following sums to defray Town charges for the ensuing year ending June 30, 2019 and make appropriations therefor, or take any other action relative thereto:

Appropriated FY2017	Spent FY2017	Appropriated FY'18	Line Item	Department Requested FY'19	Board of Selectmen Recommends	Finance Board Recommends
GENERAL GOVERNMENT						
MODERATOR						
100	-	100	Stipend	100	100	100
\$ 100	\$ -	\$ 100	1 Total Moderator Budget	\$ 100	\$ 100	\$ 100
SELECTMEN						
7,500	6,000	7,500	Selectmen's Stipend	7,500	7,500	7,500
9,196	9,196	9,380	Admin. Asst. Salary	9,568	9,568	9,568
\$ 16,696	\$ 15,196	\$ 16,880	2 Total Salaries	\$ 17,068	\$ 17,068	\$ 17,068
25,000	25,000	25,000	Town Audit	25,000	25,000	25,000
-	-	-	Consulting Services	-	10,000	10,000
6,554	13,446	20,000	Reserve Fund	25,000	25,000	25,000
1,500	1,453	1,750	Association Fees	1,750	1,750	1,750
2,000	1,613	1,700	Town Reports	1,700	\$ 1,700	\$ 1,700
3,500	3,352	4,000	Minutes Clerk	4,000	4,000	4,000
500	473	750	Expenses	850	850	850
\$ 39,054	\$ 45,337	\$ 53,200	3 Total Expenses	\$ 58,300	\$ 68,300	\$ 68,300
\$ 55,750	\$ 60,533	\$ 70,080	Total Selectmen Budget	\$ 75,368	\$ 85,368	\$ 85,368
FINANCE DEPARTMENT						
107,100	107,100	109,242	Finance Director's Salary (inc. T/C)	111,427	111,427	111,427
51,051	51,051	52,072	Asst. Treasurer/Collector's Salary	53,114	53,114	53,114
21,457	22,928	21,886	Treasury/Collection Clerk	22,324	22,324	22,324
\$ 179,608	\$ 181,079	\$ 183,200	4 Total Salaries	\$ 186,864	\$ 186,864	\$ 186,864
750	2,115	750	Tax Title Treasury/Collection	750	750	750
3,000	3,534	3,000	Education and Association Fees	3,000	3,000	3,000
11,500	14,693	12,500	Postage	13,000	13,000	13,000
5,000	4,311	4,800	Payroll Fees	4,800	4,800	4,800
1,500	1,431	2,200	Office Expense	2,500	2,500	2,500
-	-	-	Personnel Expenses	350	350	350
\$ 21,750	\$ 26,085	\$ 23,250	5 Total Expenses	\$ 24,400	\$ 24,400	\$ 24,400
\$ 201,358	\$ 207,163	\$ 206,450	Total Finance Department Budget	\$ 211,264	\$ 211,264	\$ 211,264
TOWN ACCOUNTANT						
69,481	69,481	68,000	6 Accountant's Salary	62,973	62,973	62,973
350	328	1,000	Office Expenses	1,500	1,500	1,500
-	-	-	Education and Association Fees	2,000	2,000	2,000
\$ 69,831	\$ 69,809	\$ 69,000	7 Total Town Accountant Budget	\$ 66,473	\$ 66,473	\$ 66,473
BOARD OF ASSESSORS						
900	900	1,500	Assessor's Stipends	1,500	1,500	1,500
50,418	50,418	51,426	Assessors' Manager's Salary	53,985	53,985	53,985
\$ 51,318	\$ 51,318	\$ 52,926	8 Total Salaries	\$ 55,485	\$ 55,485	\$ 55,485
3,000	2,225	3,000	Expenses	3,000	3,000	3,000
35,575	19,033	39,240	Revaluation Maintenance	39,240	39,240	39,240
6,100	6,100	6,370	Software & Licenses	6,570	6,570	6,570
4,250	4,750	7,290	Maps - Updating	7,500	7,500	7,500
\$ 48,925	\$ 32,108	\$ 55,900	9 Total Expenses	\$ 56,310	\$ 56,310	\$ 56,310
\$ 100,243	\$ 83,426	\$ 108,826	Total Board of Assessors Budget	\$ 111,795	\$ 111,795	\$ 111,795
TOWN COUNSEL						
40,000	79,860	65,000	Legal Expense	65,000	65,000	65,000
\$ 40,000	\$ 79,860	\$ 65,000	10 Total Town Counsel Budget	\$ 65,000	\$ 65,000	\$ 65,000
TECHNOLOGY						
15,000	15,000	20,000	Computer Hardware Maint & Lic Fees	27,000	27,000	27,000
5,400	5,844	5,400	Hardware & Software Expense	6,500	6,500	6,500
\$ 21,400	\$ 20,844	\$ 25,400	11 Total Technology Department	\$ 33,500	\$ 33,500	\$ 33,500
TOWN CLERK						
57,728	57,728	58,883	Town Clerk's Salary	60,060	60,060	60,060
3,400	3,145	1,125	Poll Workers	3,800	5,300	5,300
-	-	-	Assistant Town Clerk	5,720	-	-
\$ 61,128	\$ 60,873	\$ 60,008	12 Total Salaries	\$ 69,580	\$ 65,360	\$ 65,360
3,375	3,968	3,360	Election Expenses	7,631	\$ 10,131	\$ 10,131
3,000	2,841	3,000	Office Expenses & Supplies	3,062	\$ 3,062	\$ 3,062
\$ 6,375	\$ 6,809	\$ 6,360	13 Total Expenses	\$ 10,693	\$ 13,193	\$ 13,193
\$ 67,503	\$ 67,682	\$ 66,368	Total Town Clerk Budget	\$ 80,273	\$ 78,553	\$ 78,553
CONSERVATION COMMISSION						
8,450	8,243	13,000	Conservation Agent - Part-Time (TM Transfer)	-	-	-
-	-	1,400	Stipends	1,400	1,400	1,400
\$ 8,450	\$ 8,243	\$ 1,400	14 Total Salaries	\$ 1,400	\$ 1,400	\$ 1,400
-	-	1,495	Expenses	1,275	1,275	1,275
\$ -	\$ 16,485	\$ 2,895	15 Total Conservation Commission Budget	\$ 2,675	\$ 2,675	\$ 2,675

Appropriated FY2017	Spent FY2017	Appropriated FY'18	Line Item	Department Requested FY'19	Board of Selectmen Recommends	Finance Board Recommends
PLANNING						
1,500	300	1,800	Planning Members' Stipends	1,800	1,800	1,800
-	-	35,000	Town Planner	45,000	45,000	45,000
1,500	300	36,800	16 Total Salaries	46,800	46,800	46,800
1,000	563	6,000	Expenses	6,000	6,000	6,000
4,000	4,000	-	Contracted Services	-	-	-
2,300	2,299	2,400	Merrimack Valley Planning Assessment	2,500	2,500	2,500
7,300	6,862	8,400	17 Total Expenses	8,500	8,500	8,500
\$ 8,800	\$ 7,162	\$ 45,200	Total Planning and Engineering Budget	\$ 55,300	\$ 55,300	\$ 55,300
ZONING BOARD OF APPEALS						
4,060	761	4,000	Zoning Members' Stipends			
			Contracted Services & Expenses	4,500	2,500	2,500
\$ 4,060	\$ 761	\$ 4,000	18 Total ZBA Budget	\$ 4,500	\$ 2,500	\$ 2,500
MUNICIPAL BUILDINGS						
18,200	15,872	18,564	Custodian/Facilities Salaries	17,300	39,600	39,600
18,200	15,872	18,564	19 Total Salaries	17,300	39,600	39,600
17,000	7,035	17,000	Lawn & Grounds	17,000	17,000	17,000
-	-	-	Public Relations - Town Wide	-	7,200	7,200
104,000	90,799	106,000	Utilities	106,000	106,000	106,000
7,500	5,556	8,000	Copier Lease & Supplies	8,750	8,750	8,750
6,000	1,243	6,500	Town Decor (Winter & Spring)	6,500	6,500	6,500
28,000	31,862	32,000	Repairs & Maintenance	35,000	40,000	40,000
7,500	6,934	9,000	Supplies	10,000	10,000	10,000
170,000	143,428	178,500	20 Total Expenses	183,250	195,450	195,450
\$ 188,200	\$ 159,299	\$ 197,064	Total Municipal Buildings Budget	\$ 200,550	\$ 235,050	\$ 235,050
INSURANCE						
125,000	132,193	145,000	Property & Casualty Insurance	160,000	170,000	170,000
2,500	2,472	2,700	Employee Group Life Insurance	3,000	3,000	3,000
383,250	359,235	385,000	Employee Group Health Insurance	400,000	400,000	400,000
\$ 510,750	\$ 493,900	\$ 532,700	21 Total Insurance Budget	\$ 563,000	\$ 573,000	\$ 573,000
\$ 1,267,995	\$ 1,266,925	\$ 1,393,083	TOTAL GENERAL GOVERNMENT	\$ 1,469,798	\$ 1,520,578	\$ 1,520,578
PUBLIC SAFETY						
POLICE DEPARTMENT						
120,643	120,528	123,055	Chief's Salary	125,516	125,516	125,516
90,483	90,483	85,965	Deputy Chief's/Lieutenant's Salary	87,684	87,684	87,684
157,697	157,085	164,158	Sargeant's Salary	228,312	228,312	228,312
391,602	373,226	397,561	Patrolmen's Salary	349,599	349,599	349,599
251,576	257,283	260,100	Communication Salary	267,670	267,670	267,670
12,000	12,358	13,770	Training	17,237	17,237	17,237
95,870	121,696	102,594	Reserves	107,812	107,812	107,812
30,273	22,329	30,878	Overtime	31,496	31,496	31,496
99,777	100,056	101,280	Education Incentives	91,811	91,811	91,811
\$ 1,249,920	\$ 1,255,045	\$ 1,279,361	22 Total Salaries	\$ 1,307,138	\$ 1,307,138	\$ 1,307,138
1,000	-	1,000	Harbormaster Expenses	1,000	1,000	1,000
4,600	4,505	6,000	Expenses	6,150	3,762	3,762
6,600	5,632	7,700	Supplies	8,900	8,900	8,900
9,000	10,359	12,000	Vehicle Maintenance	12,000	12,000	12,000
15,000	13,863	15,300	Equipment Maintenance	17,700	17,700	17,700
3,000	2,124	3,060	Firearms	3,500	3,500	3,500
11,750	12,339	11,775	Clothing Allowance	15,250	15,250	15,250
2,450	2,445	2,450	Association Fees	2,500	2,500	2,500
3,200	3,200	3,200	Communication Expenses	3,200	3,200	3,200
9,970	6,040	10,170	Training	10,170	10,170	10,170
25,150	19,612	25,150	Fuel	25,150	25,150	25,150
\$ 91,720	\$ 80,119	\$ 97,805	23 Total Expenses	\$ 105,520	\$ 103,132	\$ 103,132
\$ 1,341,640	\$ 1,335,164	\$ 1,377,166	Total Police Budget	\$ 1,412,658	\$ 1,410,270	\$ 1,410,270
PARKING CLERK						
100	-	100	Expense	100	100	100
\$ 100	\$ -	\$ 100	24 Total Parking Clerk Budget	\$ 100	\$ 100	\$ 100
FIRE DEPARTMENT						
28,194	28,194	28,758	Chief's Salary	29,333	29,333	29,333
98,878	103,332	100,855	Firefighter Call Wages	102,872	108,983	108,983
3,650	3,840	4,000	Inspector's Salary	5,000	5,000	5,000
7,500	7,500	-	Mass. Fire Academy Training	-	-	-
-	-	-	Company Reporting	-	7,000	7,000
41,000	40,062	49,470	Drill Wages	49,459	49,459	49,459
\$ 179,222	\$ 182,928	\$ 183,083	25 Total Salaries	\$ 186,664	\$ 199,775	\$ 199,775
9,580	10,155	9,772	Communications	9,967	7,579	7,579
3,500	3,500	2,500	Training Expense	3,000	3,000	3,000
29,500	27,852	29,500	Fire Equipment & Supplies	29,660	35,000	35,000

Appropriated FY2017	Spent FY2017	Appropriated FY'18	Line Item	Department Requested FY'19	Board of Selectmen Recommends	Finance Board Recommends
6,500	4,721	6,000	Fuel	6,120	6,120	6,120
2,500	2,414	2,800	Association Dues	3,200	3,200	3,200
3,000	2,911	16,805	Annual Testing & Inspecting	17,141	20,000	20,000
3,500	2,996	5,500	Medical Supplies	5,610	8,000	8,000
13,475	26,892	-	Vehicle & Equipment Maintenance	-	15,000	15,000
\$ 85,001	\$ 81,440	\$ 72,877	26 Total Expenses	\$ 74,698	\$ 97,899	\$ 97,899
\$ 264,223	\$ 264,368	\$ 255,960	Total Fire Budget	\$ 261,362	\$ 297,674	\$ 297,674
BUILDING DEPARTMENT						
9,000	9,000	9,000	Wiring Inspector	9,180	9,180	9,180
10,000	10,000	10,000	Plumbing & Gas Inspector	10,200	10,200	10,200
47,037	47,037	47,978	Building Inspector	48,938	48,938	48,938
\$ 66,037	\$ 66,037	\$ 66,978	27 Total Salaries	\$ 68,318	\$ 68,318	\$ 68,318
1,800	1,221	1,000	Continuing Education	1,000	1,000	1,000
1,400	1,644	2,200	Materials	2,200	2,200	2,200
1,800	992	1,000	Reimburesements (Mileage & Cell Phone)	1,000	1,000	1,000
750	750	750	Sealer of Weights & Measures	750	750	750
-	-	7,000	Permit Software Expense	7,000	7,000	7,000
1,500	1,505	2,300	Building Inspector Expenses	2,300	2,300	2,300
\$ 7,250	\$ 6,112	\$ 14,250	28 Total Expenses	\$ 14,250	\$ 14,250	\$ 14,250
\$ 73,287	\$ 72,149	\$ 81,228	Total Inspectors Budget	\$ 82,568	\$ 82,568	\$ 82,568
EMERGENCY MANAGEMENT						
3,000	3,000	3,000	Director's Stipend	3,060	3,060	3,060
1,000	919	1,000	Expenses	1,025	1,025	1,025
\$ 4,000	\$ 3,919	\$ 4,000	29 Total Emergency Management Budget	\$ 4,085	\$ 4,085	\$ 4,085
\$ 1,683,250	\$ 1,675,600	\$ 1,718,454	TOTAL PUBLIC SAFETY	\$ 1,760,773	\$ 1,794,697	\$ 1,794,697
EDUCATION						
8,357,742	8,357,742	8,707,958	Pentucket Base Assessment	8,991,562	8,991,562	8,991,562
559,388	559,388	559,928	Pentucket Capital Assessment	548,110	548,110	548,110
200,000	180,914	210,000	Essex Tech	250,000	250,000	250,000
990,981	990,981	953,645	Whittier Vocational/Technical Assessment	865,260	865,260	865,260
\$ 10,108,111	\$ 10,089,025	\$ 10,431,531	30 Total Education Budget	\$ 10,654,932	\$ 10,654,932	\$ 10,654,932
\$ 10,108,111	\$ 10,089,025	\$ 10,431,531	TOTAL EDUCATION	\$ 10,654,932	\$ 10,654,932	\$ 10,654,932
PUBLIC WORKS						
TREE WARDEN						
-	-	-	Tree Warden Stipend	-	-	-
1,500	-	1,500	Expenses	2,000	5,000	5,000
\$ 1,500	\$ -	\$ 1,500	31 Total Tree Warden Budget	\$ 2,000	\$ 5,000	\$ 5,000
HIGHWAYS						
80,974	80,974	82,593	Road Commissioner's Salary	84,245	84,245	84,245
225,275	223,141	229,779	Highway Salaries	274,359	234,375	234,375
2,200	1,932	2,200	Sick day buy back (Contractual)	2,200	2,200	2,200
13,000	5,246	7,000	Highway Salary - Part Time	7,000	7,000	7,000
9,000	17,004	12,000	Overtime	14,000	14,000	14,000
\$ 330,449	\$ 328,296	\$ 333,572	32 Total Salaries	\$ 381,803	\$ 341,819	\$ 341,819
7,000	6,097	8,000	Highway Expense	8,500	8,500	8,500
37,000	36,306	37,000	Front End Loader (Lease)	37,000	37,000	37,000
165,000	273,300	165,000	Snow & Ice Removal	165,000	200,000	200,000
45,000	44,938	52,000	Road Machinery Expense	53,000	53,000	53,000
118,000	122,376	120,000	Road Maintenance Expense	122,000	122,000	122,000
\$ 372,000	\$ 483,017	\$ 382,000	33 Total Expense	\$ 385,500	\$ 420,500	\$ 420,500
\$ 702,449	\$ 811,313	\$ 715,572	Total Highway Budget	\$ 767,303	\$ 762,319	\$ 762,319
RUBBISH COLLECTION						
10,792	10,792	11,008	Contract Administrator	11,228	11,228	11,228
482,345	432,850	491,790	Contract Expense	507,750	507,750	507,750
\$ 493,137	\$ 443,642	\$ 502,798	34 Total Rubbish Collection Budget	\$ 518,978	\$ 518,978	\$ 518,978
CEMETERY						
450	-	450	Commissioner's Stipend	450	450	450
37,779	37,779	38,535	Full Time Wages	50,000	38,535	38,535
8,500	6,259	9,000	Part Time Wages	9,000	21,000	21,000
\$ 46,729	\$ 44,038	\$ 47,985	35 Total Salaries	\$ 59,450	\$ 59,985	\$ 59,985
4,000	4,488	4,500	Supplies	4,500	4,500	4,500
2,800	1,122	1,500	Vehicle Fuel	1,500	1,500	1,500
500	300	800	Landscaping	800	800	800
2,400	4,279	3,400	Utilities	3,400	3,400	3,400
3,000	1,690	1,500	Parts	1,500	1,500	1,500
1,500	805	2,500	Expenses	2,500	2,500	2,500
\$ 14,200	\$ 12,686	\$ 14,200	36 Total Expenses	\$ 14,200	\$ 14,200	\$ 14,200
\$ 60,929	\$ 56,724	\$ 62,185	Total Cemetery Budget	\$ 73,650	\$ 74,185	\$ 74,185
\$ 1,258,015	\$ 1,311,680	\$ 1,282,055	TOTAL PUBLIC WORKS	\$ 1,361,932	\$ 1,360,482	\$ 1,360,482

Appropriated FY2017	Spent FY2017	Appropriated FY'18	Line Item	Department Requested FY'19	Board of Selectmen Recommends	Finance Board Recommends
HUMAN SERVICES						
BOARD OF HEALTH						
900	300	900	Health Members' Stipends	900	900	900
11,544	11,544	11,775	Health Nurse Wages	12,011	12,011	12,011
21,613	21,613	22,045	Health/Sanitation Agent Wages	22,486	22,486	22,486
15,823	15,823	16,140	Part-time Clerk Wages	16,463	16,463	16,463
\$ 49,880	\$ 49,280	\$ 50,860	37 Total Salaries	\$ 51,859	\$ 51,859	\$ 51,859
2,500	1,900	2,550	38 Expenses	2,614	2,614	2,614
\$ 52,380	\$ 51,180	\$ 53,410	Total Board of Health Budget	\$ 54,473	\$ 54,473	\$ 54,473
COUNCIL ON AGING						
52,550	52,550	53,601	Director's Salary	54,673	54,673	54,673
33,400	33,323	34,068	Program Coordinator	34,749	34,749	34,749
8,270	3,841	8,435	Outreach Worker	8,603	8,603	8,603
18,922	18,763	19,300	Part Time Van Driver	19,686	19,686	19,686
\$ 113,142	\$ 108,477	\$ 115,404	39 Total Salaries	\$ 117,711	\$ 117,711	\$ 117,711
-	-	-	Elder Services of Merrimack Valley Assessment	-	-	-
6,600	6,580	7,600	Expenses	8,000	8,000	8,000
\$ 6,600	\$ 6,580	\$ 7,600	40 Total Expenses	\$ 8,000	\$ 8,000	\$ 8,000
\$ 119,742	\$ 115,058	\$ 123,004	Total Council on Aging Budget	\$ 125,711	\$ 125,711	\$ 125,711
VETERANS						
8,500	7,923	8,500	Veterans' Agent Salary	8,670	8,670	8,670
75,000	24,223	32,000	Veterans' Benefits	35,000	33,000	33,000
\$ 83,500	\$ 32,146	\$ 40,500	41 Total Veterans Budget	\$ 43,670	\$ 41,670	\$ 41,670
\$ 255,622	\$ 198,384	\$ 216,914	TOTAL HUMAN SERVICES	\$ 223,854	\$ 221,854	\$ 221,854
LIBRARY						
61,000	61,000	62,220	Library Director's Salary	63,464	63,464	63,464
103,433	97,762	107,200	Library Staff Wages	110,932	110,932	110,932
6,842	6,665	8,800	Part Time Wages	8,976	8,976	8,976
\$ 171,275	\$ 165,427	\$ 178,220	42 Total Salaries	\$ 183,372	\$ 183,372	\$ 183,372
42,461	42,876	45,681	Library Materials	46,829	46,829	46,829
1,000	400	1,020	Technology	1,020	1,020	1,020
1,000	889	1,020	Programs	1,020	1,020	1,020
17,587	17,366	17,939	Dues	18,389	18,389	18,389
1,434	1,098	1,463	Training	1,500	1,500	1,500
4,000	3,946	4,080	Supplies	4,162	4,162	4,162
\$ 67,482	\$ 66,575	\$ 71,203	43 Total Expenses	\$ 72,920	\$ 72,920	\$ 72,920
\$ 238,757	\$ 232,002	\$ 249,423	Total Library Budget	\$ 256,292	\$ 256,292	\$ 256,292
\$ 238,757	\$ 232,002	\$ 249,423	TOTAL LIBRARY	\$ 256,292	\$ 256,292	\$ 256,292
DEBT SERVICE						
185,000	200,325	245,000	Principal	265,000	265,000	265,000
126,013	126,783	148,713	Interest	127,000	127,000	127,000
\$ 311,013	\$ 327,108	\$ 393,713	44 Total Debt Budget	\$ 392,000	\$ 392,000	\$ 392,000
311,013	327,108	\$ 393,713	TOTAL DEBT SERVICE	\$ 392,000	\$ 392,000	\$ 392,000
UNCLASSIFIED						
426,907	420,908	461,915	Essex County Retirement Contribution	492,313	492,313	492,313
3,000	1,465	3,000	Unemployment Compensation	3,000	3,000	3,000
50,000	54,382	53,500	Medicare Tax	70,000	65,000	65,000
85,000	85,000	85,000	OPEB Trust Fund (Other Post Employment Benefits)	85,000	85,000	85,000
500	484	500	Memorial Day Services	500	500	500
38,500	38,490	40,000	Street Lighting	33,000	33,000	33,000
\$ 603,907	\$ 600,729	\$ 643,915	45 Total Unclassified Budget	\$ 683,813	\$ 678,813	\$ 678,813
603,907	600,729	\$ 643,915	TOTAL UNCLASSIFIED	\$ 683,813	\$ 678,813	\$ 678,813
15,726,670	15,701,453	\$ 16,329,088	GRAND TOTAL	\$ 16,803,394	\$ 16,879,649	\$ 16,879,649

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 41: 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, 2019. Fixing of salaries according to Articles #38-#40 above; or take any other action relative thereto.

Article submitted by Finance Board

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 42: 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 7, 2018, between the hours of 7:00 A.M. and 8:00 P.M.** to elect the following Town Officers and vote on the following two Ballot Questions:

To Elect:

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

To vote upon the following two Questions fill in the Oval to the right of the “YES” or “NO”.

(Questions on the following page)

QUESTION 1: Shall the Town of Groveland be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to pay costs of (i) designing, (ii) constructing, and (iii) equipping a new Senior Center, including the payment of all costs incidental and related thereto?

YES () NO ()

QUESTION 2: THIS QUESTION IS NOT BINDING

Does this Town favor changing the elected position of Road Commissioner to the appointed position of Highway Superintendent, as proposed under Article 7 in the warrant for the April 30, 2018 Town Meeting?

YES () NO ()

APPENDIX A

CAPITAL IMPROVEMENT PLAN

FY2019 Capital Budget and 5YR Capital Plan - Adopted by vote of the Capital Improvement Committee on 01/09/18								
Department	Project	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	6 Yr Totals
Council on Aging	Handicap Access Van		58,000					58,000
	Senior Center**							
	Subtotal - Council on Aging		58,000					\$ 58,000
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
	EMS Vehicle to replace Squad 1	85,000						\$ 85,000
	EMS Vehicle to replace Squad 2						225,000	\$ 225,000
	Replace Radio System	100,000						\$ 100,000
	Subtotal - Fire Department	185,000	140,000	538,000	100,000	140,000	225,000	\$ 1,328,000
Highway Department								
	1-Ton Truck				65,000			\$ 65,000
	5-Ton Truck (Replacing 2006 Peterbilt)		168,951					\$ 168,951
	6-Ton Truck (Replacing 2007 Peterbilt)			203,000				\$ 203,000
	Radios	19,966						\$ 19,966
	Vacuum Truck					263,000		\$ 263,000
	Subtotal - Highway Department	19,966	168,951	203,000	65,000	263,000		\$ 719,917
Cemetery Department								
	Walker Mower		18,000					\$ 18,000
	1/2 -Ton 4x4 Pickup Truck				30,000			\$ 30,000
	Subtotal- Cemetery Department		18,000		30,000			\$ 48,000
Police Department								
	Radios	20,203						\$ 20,203
	Radio Repeater			15,000				\$ 15,000
	Tasers (12)					16,500		\$ 16,500
	Body Armor				20,000			\$ 20,000
	Mobil Data Terminals (2)			10,000	10,000			\$ 20,000
	Radar Guns		10,000					\$ 10,000
	Dispatch Control Stations						20,000	\$ 20,000
	Dispatch Computers/Operating					8,000		\$ 8,000
	Replacement of Line Cruiser	43,516	44,408	45,298	46,270	47,242	48,242	\$ 274,976
	Subtotal - Police Department	63,719	54,408	70,298	76,270	71,742	68,242	\$ 404,679
	Totals	268,685	439,359	841,298	271,270	474,742	293,242	\$ 2,588,596
	** Supported in concept. Cost estimate not available at time of Capital Plan approval.							

APPENDIX B

REVOLVING FUND REPORTS TO TOWN MEETING

Pines Recreation Boat Ramp Revolving Fund

FY18 Beginning Balance: \$ 6,797.80

Revenue through March 31, 2018: \$ 925.00

Expenses through March 31, 2018: (\$ 220.00)

Balance as of March 31, 2018: \$ 7,502.80

Zoning Board of Appeals Revolving Fund

FY18 Beginning Balance: \$1,463.50

Revenue through March 31, 2018: \$1,600.00

Expenditures through March 31, 2018: (\$2,203.45)

Balance as of March 31, 2018: \$860.05

Bagnall Summer Program Revolving Fund

FY18 Beginning Balance: \$155,687.91

Revenue through March 31, 2018: \$11,206.73

Payroll: (\$73,665.80)

Expenses: (\$48,900.70)

Balance as of March 31, 2018: \$44,328.14

Council on Aging Revolving Fund

FY18 Beginning Balance: \$13,828.84

Revenue through March 31, 2018: \$3,811.14

Expenditures through March 31, 2018: (\$10,033.70)

Balance as of March 31, 2018: \$7,606.28

Fire CPR Class Revolving Fund

FY18 Beginning Balance: \$249.64

Revenue through March 31, 2018: \$0.00

Expenditures through March 31, 2018: (\$0.00)

Balance as of March 31, 2018: \$249.64

Veasey Memorial Park Revolving Fund – as of March 31, 2018

<u>Expenditures</u>	<u>Budget</u> <u>FY 18</u>	<u>Actual</u> <u>Spent</u>	<u>Percent</u> <u>of Budget</u>
Utilities			
Main Building			
	\$2,700	\$ 1,942.00	71.93%
	\$5,800	\$ 4,135.71	71.31%
	\$2,000	\$ 1,338.13	66.91%
	\$800	\$ 593.68	74.21%
	\$700		0.00%
	\$450	\$ 420.00	93.33%
Outbuildings and grounds			
	\$800	\$ 662.28	82.79%
	\$500	\$ 305.20	61.04%
Maintenance			
Heating Systems			
	\$300		0.00%
	\$300		0.00%
	\$300		0.00%
Other Systems	\$600		0.00%
Septic Systems			
	\$210	\$ 210.00	100.00%
	\$210	\$ 210.00	100.00%
	\$210	\$ 210.00	100.00%
Professional Services			
Events Coordinator	\$16,000	\$ 11,051.87	69.07%
Marketing	\$1,200	\$ 920.00	76.67%
Facilities and Grounds Manager	\$20,800	\$ 15,200.00	73.08%
Housekeeping	\$5,500	\$ 4,132.00	75.13%
Carpet Cleaning	\$520	\$ 260.00	50.00%
Special Cleaning Projects	\$200		0.00%
Field Cutting	\$1,200		0.00%
Supplies			
Administrative	\$400	\$ 64.80	16.20%
Housekeeping	\$400	\$ 157.85	39.46%
Hospitality	\$600	\$ 488.76	81.46%
Facilities	\$2,000	\$ 1,445.48	72.27%
Wine and Art	\$4,000	\$ 3,688.07	92.20%
Miscellaneous			
misc (apt repair & prep)	\$300		0.00%

Capital Projects

Heating System Extension	\$10,000	\$ 9,829.00	98.29%
199 Washington Bathroom	\$1,500	\$ 1,278.22	85.21%
Office computer	\$1,000		0.00%
Great Hall Stage	\$7,500	\$ 7,429.97	99.07%
Windows	\$1,000		0.00%
Total		\$90,000 \$ 65,973.02	73.30%

	<i>Goal</i>	<i>Actual</i>	<i>Percent</i>
<u>Revenue</u>	<u>FY 18</u>	<u>Rec'd</u>	<u>of Budget</u>

Tenants

199 Washington St	\$ 20,100	\$ 13,600.00	67.66%
Good Sheppherd Cottage	\$ 13,800	\$ 10,000.00	72.46%
Main Bldg Apartment	\$ 14,460	\$ 11,070.00	76.56%
Lucile's Cottage	\$ 5,400	\$ 4,050.00	75.00%
West Wing Office	\$ 3,600	\$ 2,700.00	75.00%
Storage Room	\$ 1,200	\$ 600.00	50.00%
Commercial Kitchen	\$ -		

\$58,560

Long Term Partners

Girl Scouts	\$ 100	\$ 50.00	50.00%
Chesterton	\$ 1,200	\$ 500.00	41.67%
VFW/Legion	\$ 700	\$ 700.00	100.00%
Visions	\$ 700	\$ 700.00	100.00%

\$
2,700

Single Use /Events	\$ 20,000	\$ 17,450.00	87.25%
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\$
20,000

Fundraising

Cultural Council	\$ -		
Wine and Art	\$ 7,000	\$ 4,024.29	57.49%
Friends of Veasey	\$ 1,000		0.00%
Donations	\$ 740		0.00%

\$
8,740

Total Income		\$90,000 \$ 65,444.29	72.72%
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Cash Position

On-hand at end of FY Year 17	\$ 700.08
Revenue Year to Date FY 2018	\$ 65,444.29
Expenditures Year to Date FY 2018	\$ 65,973.02
On hand March 30, 2018 FY 2018	\$ 171.35

APPENDIX C

“STRONG CHIEF AND WEAK CHIEF LAWS”

Massachusetts General Laws, Chapter 48, Sections 42, 43, and 44 (so called “Strong Chief Law”)

Section 42 “Towns accepting the provisions of this section and sections forty-three and forty-four, or which have accepted corresponding provisions of earlier laws may establish a fire department to be under the control of an officer to be known as the chief of the fire department. The chief shall be appointed by the selectmen, and shall receive such salary as the selectmen may from time to time determine, not exceeding in the aggregate the amount annually appropriated therefor. He may be removed for cause by the selectmen at any time after a hearing. He shall have charge of extinguishing fires in the town and the protection of life and property in case of fire. He shall purchase subject to the approval of the selectmen and keep in repair all property and apparatus used for and by the fire department. He shall have and exercise all the powers and discharge all the duties conferred or imposed by statute upon engineers in towns except as herein provided, and shall appoint a deputy chief and such officers and firemen as he may think necessary, and may remove the same at any time for cause and after a hearing. He shall have full and absolute authority in the administration of the department, shall make all rules and regulations for its operation, shall report to the selectmen from time to time as they may require, and shall annually report to the town the condition of the department with his recommendations thereon; he shall fix the compensation of the permanent and call members of the fire department subject to the approval of the selectmen. In the expenditure of money the chief shall be subject to such further limitations as the town may from time to time prescribe. The appointment of the chief of the fire department in any town or district having a population of five thousand or less may be for a period of three years.”

Section 43. The chief of a fire department shall act as forest warden in all such towns which accept the provisions of either of the two preceding sections, and shall have authority to appoint deputy wardens and fix their compensation subject to the approval of the selectmen.

Section 44. The three preceding sections shall not affect the tenure of office nor apply to the removal of permanent and call members of fire departments in towns which have accepted chapter thirty-one or corresponding provisions of earlier laws. Said sections shall not apply to cities.

Massachusetts General Laws, Chapter 48, Section 42A (so called “Weak Chief Law”)

“In towns which accept this section or have accepted corresponding provisions of earlier laws there shall be a fire department established under the direction of the selectmen, who shall appoint a chief of the fire department and such other officers and firemen as they deem necessary, and fix their compensation in an amount not in the aggregate exceeding the annual appropriation therefor. The selectmen may make suitable regulations governing the fire department and the officers and firemen thereof, and in towns which are not subject to chapter thirty-one may remove the chief and other officers and firemen at pleasure. The chief of the fire department shall be in immediate control of all town property used by the department, and of the officers and firemen, who shall obey his orders.”

APPENDIX D

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 E

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.

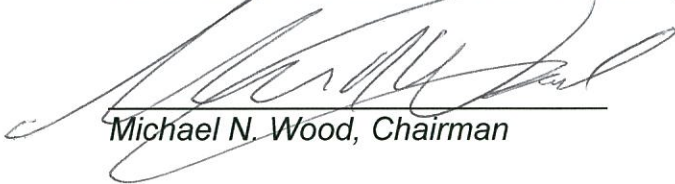
** Same rank and debatable to same extent as motion being reconsidered.

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

And you are directed to serve this Annual Town Meeting Warrant and Annual Election 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 2nd day of April in the year of our Lord two thousand eighteen.



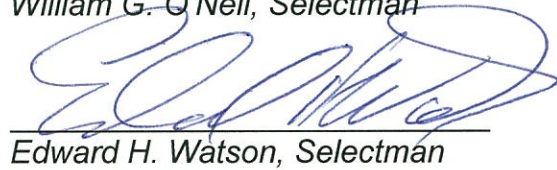
Michael N. Wood, Chairman



William G. O'Neil, Selectman



Lisa Dube Carpenter, Vice-Chair



Edward H. Watson, Selectman



William F. Dunn, Selectman

A true copy, attest:



Anne Brodie, Town Clerk



Jeffrey T. Gillen, 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 Annual Town Meeting Warrant and Annual Election 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, Police Chief

**TOWN OF GROVELAND
MASSACHUSETTS
2017-2018**

BOARD OF SELECTMEN

Michael N. Wood, Chairman
Lisa Dube Carpenter, Vice Chair
William F. Dunn
William G. O'Neil
Edward H. Watson

FINANCE DIRECTOR

Denise M. Dembkoski

FINANCE BOARD

TERM EXPIRES

Kathleen Kastrinelis, Chair	2019
James Scanlon, Vice Chair	2020
Ruth Rivard, Secretary	2020
Theresa Dunn	2020
Joseph D'Amore	2018
Vacant	2018
Vacant	2019
Susan Yaskell, Alternate Member	2018