



TOWN OF GROVELAND
COMMONWEALTH OF MASSACHUSETTS

2019 SPECIAL TOWN MEETING WARRANT

AND

2019 ANNUAL TOWN MEETING WARRANT

AND

2019 ANNUAL TOWN ELECTION WARRANT

Town Meeting: Monday, April 29, 2019

Town Election: Monday, May 6, 2019

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TOWN OF GROVELAND

2019 SPECIAL TOWN MEETING WARRANT

COMMONWEALTH OF MASSACHUSETTS

Special Town Meeting: Monday, April 29, 2019

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 29, 2019 @ 7:00 P.M.** to act upon or take any other action relative thereto on the following Articles

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ARTICLE 1: To see if the Town will vote to make the following transfers; or take any other action relative thereto:

TRANSFER FROM:

Finance

Treasury/Collections Clerk
1001-133-51112-051 (\$4,000)

Conservation

Stipends
1001-171-51900-051 (\$1,400)
Salary Part Time
1001-171-51100-051 (\$1,500)

Fire

EMS Training
1001-220-54000-054 (\$3,000)
Fire Salary Drills
1001-220-51401-051 (\$7,000)

School

Essex Technical
1001-301-58831-058 (\$33,250)

TOTAL (\$50,150)

TRANSFER TO:

Finance

Office Expenses
1001-133-52000-052 \$1,000

Postage
1001-133-52300-052 \$2,000

Tax Title
1001-133-52990-052 \$750

Conservation

Expenses
1001-171-52000-052 \$2,900

Municipal Buildings

Supplies
1001-192-57000-057 \$2,500

Insurance

Property & Casualty
1001-193-57400-057 \$5,000

Fire

Association Dues
1001-220-57000-057 \$600

Company Reports
1001-220-51400-051 \$9,400

Highway

Snow & Ice
1001-421-52300-053 \$20,000

Cemetery

Expenses
1001-491-52000-052 \$6,000

TOTAL \$50,150

Submitted by the Departments

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMEND: FAVORABLE ACTION

DATE AND ACTION TAKEN:

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.

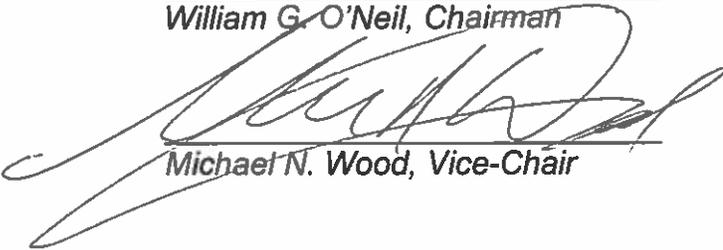
Given under our hands this 8th day of April in the year of our Lord two thousand eighteen.



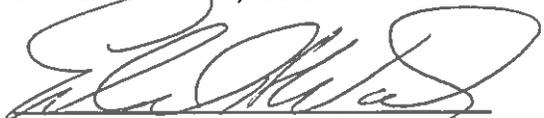
William G. O'Neil, Chairman



William F. Dunn, Selectman



Michael N. Wood, Vice-Chair



Edward H. Watson, 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

2019 TOWN MEETING WARRANT AND 2019 ANNUAL TOWN ELECTION WARRANT

COMMONWEALTH OF MASSACHUSETTS

Town Meeting: Monday, April 29, 2019

Town Election: Monday, May 6, 2019

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 29, 2019 @ 7:05 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 6, 2019 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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2019
ANNUAL TOWN MEETING
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Town of Groveland
Summary of Revenues and Expenditures
Fiscal Year 2020

	ADOPTED	REQUESTED	FIN COMM RECOMMENDED
	FY19	FY20	FY20
I. REVENUES			
TAX LEVY	13,765,066	14,265,431	14,265,431
DEBT EXCLUSION	650,125	642,407	642,407
NEW GROWTH	<u>140,349</u>	<u>125,000</u>	<u>125,000</u>
SUBTOTAL	14,555,540	15,032,838	15,032,838
LOCAL RECEIPTS	1,323,500	1,442,000	1,442,000
EST CHERRY SHEET	977,837	1,019,329	1,019,329
INTERGOVERNMENTAL (LIGHT DEPT)	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
SUBTOTAL	2,336,337	2,496,329	2,496,329
TOTAL REVENUE	16,906,164	17,529,167	17,529,167
II. EXPENSES			
TOWN BUDGETS	5,084,536	5,367,593	5,371,589
PRSD BUDGET	9,539,672	9,864,501	9,864,501
WHITTIER BUDGET	865,260	732,390	732,390
ESSEX TECH ESTIMATE	260,000	225,000	225,000
GENERAL FUND PORTION OF SHARED EXPENSES			
HEALTH & LIFE INSURANCE	403,000	438,000	438,000
RETIREMENT	492,313	536,292	536,292
MEDICARE	65,000	66,000	66,000
PROPERTY & CASUALTY/WORKER'S COMP	170,000	185,000	185,000
OTHER EXPENSES			
RESERVE FOR ABATEMENTS	135,000	135,000	135,000
CHERRY SHEET CHARGES	80,692	83,783	83,783
DIRECT TO LIBRARY	9,473	8,726	8,726
SNOW & ICE DEFICIT (Non Budget)	-	-	-
TOTAL EXPENSES	17,105,122	17,642,285	17,646,281
BALANCE AVAILABLE	(198,958)	(113,118)	(117,114)
ONE TIME REVENUES			
ASSESSORS OVERLAY	125,000	50,000	50,000
FREE CASH	85,000	85,000	85,000
STABILIZATION			
SALE OF LOTS FUND			
EXCESS/(DEFICIT)	11,042	21,882	17,886

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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 TEN THOUSAND, NINE HUNDRED NINETY-EIGHT DOLLARS (\$210,998) 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 the United States, Groveland, MA to pay for heat, electricity, and maintaining its meeting place and any expenses to support this request in Fiscal 2020; 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 accept the provisions of Massachusetts General Laws, Chapter 39, Section 23D, for boards, committees, or commissions holding adjudicatory hearings in the Town, which section provides that a member of a public body when holding an adjudicatory shall not be disqualified from voting in the matter solely due to that member's absence from no more than 1 session of the hearing at which testimony or other evidence is received, provided that certain additional conditions as established by said statute are met; or take any other action relative thereto.

Article submitted by the Town Planner

NOTE: The full text of MGL C. 39, §23D 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 the provisions of Massachusetts General Laws, Chapter 59, Section 57A, in its present form and as subsequently amended, which statute provides that notice of preliminary tax or actual tax bill for real estate or personal property taxes, in an amount not in excess of \$100, shall be due and payable in 1 installment and if unpaid after the day the first installment of the notice of preliminary tax or actual tax bill for the year is due, shall be subject to interest at the same rate and from the same date as any delinquent preliminary or actual tax first installment; or take any other action relative thereto.

Article submitted by the Board of Assessors

NOTE: *The full text of MGL C. 59, §57A can be found in Appendix C*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 6: To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 59, Section 5, Clause 54, exempting personal property from taxation if less than an amount not in excess of \$10,000, as established by Town Meeting; and further, by establishing such minimum value of personal property subject to taxation as \$5,000.00, beginning in FY20; or take any other action relative thereto.

Article submitted by the Board of Assessors

NOTE: *The full text of MGL C. 59, §5, Clause 54 can be found in Appendix C*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 7: To see if the Town will vote, in accordance with the provisions of G.L. c.41, §1B, to change the position of Town Clerk from elected to appointed; provided, however, that such change shall not take effect unless it is also approved by the voters at the 2020 Annual Town Election; or take any other action relative thereto.

Submitted by the Board of Selectmen

Note: *If approved by town meeting, this will appear as a ballot question on the May 4, 2020 Annual Town Election Ballot*

BOARD OF SELECTMEN RECOMMENDS: RECOMMENDATION WILL BE MADE AT TOWN MEETING

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 8: To see if the Town will vote to accept as a public way Sunset Circle, as laid out by the Board of Selectmen and shown on the plan entitled "Roadway Acceptance Plan Sunset Circle", prepared for Wallace Capital, LLC, by GA Consultants, dated January 30, 2019, which plan is on record at the Essex South Registry of Deeds in Plan Book 470, Plan 70 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 9: To see if the Town will vote to authorize the Board of Selectmen to convey, upon such terms and conditions as the Selectmen deem appropriate, a permanent conservation restriction in approximately eight (8) acres of that certain parcel of land owned by the Town and identified as Assessors' Lot No. 040-009, with the boundaries of the restricted area to be fixed by the Selectmen, and to authorize the Board of Selectmen or their designee to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to meet the requirements of G.L. c.184, §§31-33; or take any action relative thereto.
Article submitted by the Finance Director

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 10: To see if the Town will vote to amend the Pentucket Regional School District (PRSD) Regional Agreement, last amended on July 1, 2014, by making the following underlined and strike through changes as set forth below; or take any other action relative therero.

**PENTUCKET REGIONAL SCHOOL DISTRICT
REGIONAL AGREEMENT**

PreK-12 REGIONAL AGREEMENT OF APRIL 30, 1993
AS AMENDED JULY 1, 1997, JULY 1, 1998, JULY 1, 1999, JULY 1, 2005,
JULY 1, 2006, JULY 1, 2012, AND JULY 1, 2014, AND JULY 1, 2019

For a Regional School District for the Towns of Groveland, Merrimac, and West Newbury, towns in the Commonwealth of Massachusetts hereinafter referred to as member towns.

Section I. MEMBERSHIP OF THE REGIONAL DISTRICT SCHOOL COMMITTEE

- A. The Regional District School Committee shall consist of nine members, three from each member town, who shall be elected by the voters of that town. Each member so elected shall serve a three year term. In the event that a town or

towns separate from the Regional School District at the elementary level as stated in Section X, the three (3) elected members from said town or towns shall constitute the elementary school committee as well as represent their town at the regional level.

- B. Any vacancy occurring on the Regional District School Committee for any cause shall be filled by the local Board of Selectmen and the remaining School Committee members from the town where the vacancy occurs. Such replacement shall serve until the next annual town election.
- C. At the first scheduled meeting of the Regional District School Committee after the annual election of all member towns, the Regional District School Committee shall organize in accordance with Massachusetts General Laws, Chapter 71, Section 16A, known as "Regional School Committee, Organization". In addition, the Regional District School Committee shall fix the time and place for its regular meetings for the new term, provide for the calling of special meetings upon notice to all its members, and appoint appropriate sub-committees and other officers.
- D. The Chairmanship, Vice Chairmanship and Secretary positions shall be revolving with one position being from each town. No Town shall hold more than one office.

Section II. QUORUMS, VOTES AND GOVERNANCE

- A. A quorum to conduct business at regular meetings shall consist of a simple majority of its members and special meetings shall require not less than two members from each of the towns.
- B. On all issues requiring a vote of the Regional District School Committee, each member's vote will be weighted according to the respective town's population based on the most recent decennial Federal census data, calculated out to two decimal places, and remain as such until the next official Federal census.
- C. Any action voted by the Regional District School Committee which directly and specifically affects the elementary school(s) in only one town shall require that two of the three members of the Regional District School Committee from the town in which the affected elementary school is located vote in support of that action. In order, however, for a school to be closed in any member town where there is more than one elementary school, all three committee members from the affected town are required to vote in favor of the proposed closure after a public hearing is held in the affected town.

Section III. TYPE OF SCHOOL

- A. The Regional School District shall include all grades from PK – 12.
- B. The secondary schools shall serve students in grades 6 or 7 – 12.
- C. The elementary schools shall serve students in grades PK – 5 or 6.

- D. In the agreement where “preschool” is mentioned it is done so for future purposes to permit the Regional District School Committee with the approval of all member towns at their respective Town Meetings, at some future date, to include preschool classes. Until such time all preschool expenses shall be on a self supporting basis, except those excluded by law.

Section IV. LOCATION OF SCHOOLS

- A. The Regional District secondary school buildings shall be located on sites owned by the District.
- B. There shall be not less than one elementary school in each member town. Students in grades PK – 5 or 6 shall attend schools in their towns of residence, except in cases of emergency as defined by the Regional District School Committee, children attending special education low incidence classes, regional “magnet” classes, or intradistrict school choice. In such instances of emergency, refer to the Pentucket Regional School District “Contingency Plan” as approved by the Pentucket Regional School Committee, and as may be amended from time to time.
- C. Each member town shall retain ownership of all elementary school buildings and related grounds, including any new elementary school buildings constructed in the future. Each member town shall lease each elementary school building and related grounds to the Pentucket Regional School District for the sum of one dollar. Each lease shall be for a term not greater than the term permitted by either general or special State law. The initial term of each lease shall commence on the date that the Regional District School Committee assumes jurisdiction over the pupils in grades PK-12 or as otherwise provided in such lease. Each lease may contain provisions for an extension of the lease term at the option of the Regional District School Committee. Responsibilities for maintenance of elementary school buildings shall be uniform across all District elementary school leases. A lease shall not prevent the use of the elementary school buildings or premises by the respective owner towns with the approval of the School Committee, which shall not withhold such approval unless educationally necessary. If permitted by either general or special State law, a lease may provide that it shall terminate and the leased property shall revert to the member town if the town should no longer be a member of the Pentucket Regional School District or if the Regional District School Committee should determine that the land, with the building and other improvements thereon, is no longer needed for the educational program of the District. Each lease may include such other terms as may be agreed upon by the Board of Selectmen of a member town and the Regional District School Committee. A lease shall be executed by the Board of Selectmen on behalf of the member town and the Regional District School Committee on behalf of the District.
- D. Said requirements to lease land and buildings shall not include portions of land and buildings already under separate lease at the time of the effective date of this agreement until such time as the existing lease terms expire.

- E. Payments from present leases and future leases shall be paid to the Regional School District in accordance with the lease agreement by and between the District and the Town.
- F. When necessary to implement due to an emergency as described in Section IV (B), the Pentucket Regional School District "Contingency Plan" will be in place for not more than one year, or until all towns have convened a special town meeting for the purpose of reviewing any amendments as may be proposed to the Regional Agreement, whichever comes first.

Section V. TRANSPORTATION

Transportation shall be provided by the Regional School District. The Regional District School Committee shall set District transportation policy.

Section VI. DEFINITIONS

The budget for construction and operation of the District's Schools including payments of principal and interest on bonds and other evidence of indebtedness issued by the District shall be apportioned to the member towns subject to the following definitions:

A. Budget

As defined by this document, the budget is the amount of dollars voted by the Regional District School Committee to finance the District schools to be paid from the general revenues of the Regional School District.

The budget shall be comprised of two parts: operating costs and debt service, each as herein defined.

1. DEBT SERVICE and CAPITAL COSTS include all costs that are used for payment of principal and interest on bonds or other obligations issued by the District. Capital projects shall be defined as costing not less than \$10,000 and having a depreciable life of not less than 5 years.
2. OPERATING COSTS include all costs not included in Debt Service and Capital Costs as defined in 1, but includes interest and principal on revenue anticipation notes.

Section VII. METHOD OF ASSESSING COSTS OF THE REGIONAL SCHOOL DISTRICT

A. All operating costs shall be assessed to the three towns on the basis of M.G.L. Chapter 71, Section 16B.

1. The district assessment will be calculated and reported to the member towns by using the two – step method. The District shall list all general fund revenues, including but not limited to Chapter 70 and Transportation Aid, and reduce the member assessment as it relates to the approved operating

budget by said amount. The remaining member assessments shall be calculated by charging each member Town its net minimum spending amount as approved by the Department of Elementary and Secondary Education for the Fiscal Year being assessed. Should the requested member assessments exceed the net minimum spending required then the remaining amount shall be charged to each member Town based upon its percentage of the entire District enrollment calculated to 4 decimal places as of October 1 of the prior Fiscal Year for grades K to 12, including out of District placements, as reported to the Massachusetts Department of Elementary and Secondary Education on the statewide pupil census. All Debt Service and Capital Costs not associated directly to one member community's Elementary School(s) shall be allocated and assessed annually using the calculation stated above for any amount over the net minimum spending requirement.

2. Should all member Towns agree on an alternative method of assessment the District shall be notified in writing by each member community's Board of Selectmen Chair on the agreed procedure on or before March 1 of the year prior to the Fiscal year budget start date. If the per pupil method of assessment is chosen then the calculation shall be the same as the amount over net minimum spending stated in Part 1 of this section.

B. Debt Service, incurred by the District for an elementary school building of a member town, less applicable Chapter 70B MSBA aid, shall be assessed to the member town in which the elementary school is located.

C. The payment of the assessed share of operating costs and debt service by each member town, as computed by the Regional District School Committee according to the methods specified in Sections VI, and VII, shall be made by each member town's Treasurer by check payable to the Regional School District in twelve equal installments by the fifteenth of each month.

Section VIII. RESPONSIBILITY FOR ADDITIONS, MAJOR REPLACEMENTS AND MAINTENANCE OF SECONDARY AND ELEMENTARY SCHOOLS

A. The District shall develop a 5 year capital plan for each building that will be provided to each member town by January 15th. This plan shall include; item descriptions, estimated costs, and the projected depreciable life. Capital projects shall be defined as costing not less than \$10,000 and having a depreciable life of not less than 5 years. Capital projects shall be scheduled and approved by the member Town. Emergency repair procedures shall be defined by the member Town lease agreement.

In addition, the District shall provide the member towns with a maintenance plan for each of its buildings. The District shall include a line item in its budget to fully fund this plan. A year end maintenance report shall be provided to the member towns identifying the cost of all maintenance performed.

B. Each member town shall be responsible for payment of costs associated with the construction of new buildings, renovations, or making extraordinary repairs to the

elementary school building/s located in that member town so long as they meet the requirements of a capital project as described in VIII A.

- C. The costs of on-going maintenance for those items not included in paragraph VIII B. for the elementary schools and all costs for the secondary schools shall be borne by the Regional School District.

Section IX. ADMISSION OF ADDITIONAL TOWNS

By an amendment of this agreement adopted by each member town in accordance with Section XIV and complying with the provision therein contained, any other town or towns may be admitted to the Regional School District upon adoption as herein provided of such amendment and upon acceptance of the agreement as so amended, and also upon compliance with the provision of law as may be applicable and such terms as may be set forth in such amendment.

A new member may be admitted to the Regional School District as of July 1 of any fiscal year, provided that all requisite approvals for such admission, including the Commissioner's approval, shall be obtained no later than the preceding December 31. The authorizing votes may provide for the deferral of said admission until July 1 of a subsequent fiscal year.

Section X. WITHDRAWAL OF MEMBER TOWNS FROM THE REGIONAL SCHOOL DISTRICT

- A. Any town withdrawing from the District must first pay all its share of total debt and current operating expenses. All withdrawals are subject to the approval of the Commissioner of Elementary and Secondary Education and must be approved by two thirds of the member Towns.

Any member town may withdraw from the regional school district in total or at the elementary level if accepted by a majority vote of the voters present and voting on the question at its Annual Town meeting called for the purpose, such withdrawal to become effective on June 30th of the year named in the question, provided: (1) that in pursuance of such vote, the withdrawing town gives the regional school district at least one years written notice of its intention to withdraw, (2) that the said town has paid over to the District any costs which have been certified by the District Treasurer to the Treasurer of the withdrawing town.

Section XI. ANNUAL REPORT

- A. The Regional District School Committee shall submit to each member town an annual report containing a detailed financial statement and a statement showing methods by which the annual charges assessed against each town were computed, together with such additional information relating to the operation and

maintenance of the secondary schools and each elementary school as may be deemed necessary by the Regional District Committee or by the Selectmen and/or the Finance Committee of any member town. This report shall contain a detailed listing of salaries by individual employee.

Section XII. BUDGET

~~There shall be a Regional Finance Advisory Committee, comprised of the following: one Selectmen from each member town annually appointed by each member town Board of Selectmen; the Finance Director, or person holding such position by whichever title it may be known, from each member town; the Regional District School Committee Chair, or his/her designee; and the District Superintendent and/or Business Manager. The Regional Advisory Committee will meet, from time to time, with the Regional District School Committee Chair, the Superintendent and/or Business Manager to discuss matters that may impact the District and/or the towns, including budget calendars and timelines, content and detail of budgets, revenue estimates and other revenue matters, capital budget items and use of Excess and Deficiency funds. The chairmanship of the Advisory Committee shall rotate annually among the members from each of the towns. The Committee shall prepare reports to be read into the School Committee minutes.~~

- A. The Regional District School Committee shall prepare a budget on a fiscal year basis for the District in the following manner:
 1. The budget process shall be initiated annually in December and shall provide an opportunity for the Selectmen and Finance Committee of each member town to have input into its preparation. The Regional District School Committee shall complete its proposed budget for the ensuing year, and said proposed budget shall be posted in the Town Hall of each member town, shall be provided to each member town's public library, and shall be submitted to the Selectmen, Finance Directors and Finance Committee members of each member town.
 2. The proposed budget shall contain a notice stating when and where a public hearing will be held. The public hearing shall be held in any District school building. The notice of the public hearing shall be posted in all three towns. Said hearing shall be held at least ten (10) days prior to final adoption of the proposed budget. Upon request of the Finance Committee and/or the Board of Selectmen of any member town, the Regional District School Committee shall arrange to meet with such Finance Committee and/or Board of Selectmen for the purpose of discussing the proposed budget. Said proposed budget shall be submitted in the template approved by the School Committee, itemized at least as follows: central administration; expenses of instruction; transportation; operation of school plant; maintenance of school plant; outlay, debt and interest charges; the last named to specify all items costing \$1,000.00 or more. All non-recurring expenditures shall be itemized. Enrollment, staffing, total expenditures and assessments for the past five years shall be included.

The Chair of any member Board of Selectmen or Finance Committee may request further information.

3. 45 days prior to the date of the earliest member Annual Town Meeting the Regional District School Committee shall adopt by a two-thirds vote of all its members a budget with such changes as may have resulted from conferences and an open hearing. This budget shall be presented in two parts as outlined in the attached template (Exhibit A). No later than 30 days from the date of the approval vote, but within 10 days if possible, the Treasurer of the District shall certify to the Treasurer of each member town its assessed share of such budget.
4. The budget and assessment shall be so constructed as to show debt service, capital and operating costs. It shall also list all general fund revenue used to reduce member assessments as described in VII. A. This budget should also identify the costs of any programs not uniformly offered at all District elementary schools.
5. Budget approval will be in accordance with M.G.L. Chapter 71, Section 16B.
6. If, in the opinion of the Board of Selectmen and/or Finance Committee of any of the towns, the Regional School District budget will not fit the budgetary capabilities of their town, they can request of the Regional District School Committee a special meeting to discuss the budget.

This meeting shall be called within seven (7) days of the presentation of the budget to the member towns.

The meeting shall be attended by six members of the Regional District School Committee (two members from each member town), as well as two representatives of the Board of Selectmen and two representatives of the Finance Committee from each member town.

The purpose of this meeting will be to discuss the ability of the town or towns to meet the financial obligation brought forth by their assessment of the submitted Regional School District budget.

The charge of this group will be to recommend to the Regional District School Committee a reduced budget that least affects the educational integrity of the District and meets the financial capabilities of the town(s).

7. If a member town fails to hold a meeting within forty-five (45) days from the date on which an amended assessment was adopted by the Regional District School Committee, the member town shall be deemed to have voted affirmatively regardless of whether the town had previously approved an amount equal to or greater than the revised assessment. No action by the town constitutes approval.

Section XIII. INCURRING OF DEBT

- A. The Regional District School Committee shall have authority to develop plans for District schools. According to Chapter 71, S.16d. the Regional District School Committee shall not incur any debt for the school until the expiration of sixty (60) days from the date said debt is authorized by the Regional District School Committee. Prior to the expiration of said period each member town will be notified of the intent to incur debt. Each member town which would bear a financial responsibility for the debt through the assessment of all or a portion of the principal and interest on such debt shall hold a Town Meeting for the purpose of expressing approval or disapproval of the amount of debt authorized by the Regional District School Committee by a majority of voters present and voting on the question. If the debt is disapproved by any member town, the debt shall not be incurred, and the Regional District School Committee shall then prepare an alternative proposal and a new or revised authorization to incur debt. The only exception to the restrictions in this paragraph shall be the incurring of debt in anticipation of revenues.
- B. In the event that a member town should determine, prior to the issuance by the District of long term indebtedness to finance a Capital Cost, to make an upfront cash contribution to pay all of its allocable share of such Capital Cost, then the total borrowing authorized to pay costs of such Capital Cost shall be reduced by the amount of such upfront cash contribution. A member town's share of Capital Costs for purposes of this section shall be determined in the same manner as used in determining the allocation of Capital Costs for the fiscal year in which the District's borrowing for a particular Capital Cost is authorized.

When a member town has paid its entire share of such Capital Cost, then such member town shall not be assessed for any portion of Debt Service incurred by the District to finance the balance of such Capital Cost. Then, notwithstanding the provisions of Section VII(A) to the contrary, Debt Service on the amount to be borrowed shall be assessed upon the member town or towns that did not determine to make an upfront cash contribution on account of such Capital Cost, as if the District's total enrollment consisted solely of the students from the noncontributing town or towns.

Any upfront cash contribution on account of a Capital Cost shall be paid to the District prior to the issuance of long term bonds by the District to finance such capital cost.

Section XIV. AMENDMENTS

- A. Amendments to the agreement must receive a majority vote of approval by each member town at a Town Meeting. Amendments may be initiated by the Regional District School Committee or by the Board of Selectmen of any one of the member towns.
- B. No such amendment shall be made which shall substantially impair the rights of the holders of any of the District's bonds or notes of the District then outstanding or the rights of the District to procure the means for payment thereof.

- C. This agreement ~~will~~ shall be reviewed every three years by a group comprised of the Chief Financial Officer of each town (or person holding such position by whichever title it may be known), the PRSD Business Manager, and the PRSD Superintendent, the members of the Regional Finance Advisory Board, as described in Section XII. A who will jointly make recommendations for changes to the member Town's Board of Selectmen. Each town's Chief Financial Officer shall participate on behalf of their respective Board of Selectmen, and shall be responsible to keep their Board apprised of communications and related meetings, and to provide their respective Board regular opportunities to initiate any potential amendments to this agreement or respond to any amendments as may be initiated by others. At any time the Towns may also appoint a task force to review the Regional Agreement. This task force will be made up of a member from each Town's Board of Selectmen, the member town's Finance Directors, the Chairman of the School Committee, the Superintendent and a citizen from each member town.
- D. All amendments are subject to the approval of the Commissioner of Elementary and Secondary Education.

Section XV. SEVERABILITY OF SECTIONS

According to Chapter 71.S.16I., in the event that any provision of this Regional School District Agreement shall be held invalid in any circumstance, such invalidity shall not affect any other provisions or circumstances.

Approval Signatures

Chair, Groveland Board of Selectmen **Date**
 Duly authorized

Chair, Merrimac Board of Selectmen **Date**
 Duly authorized

Chair, West Newbury Board of Selectmen **Date**
 Duly authorized

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 11: To see if the Town will vote to add Section 2-26 VOTING to Chapter 2, Article II of the Town of Groveland By-Laws as follows; or take any other action relative thereto.

2-26. Voting.

Voting by Town Meeting Members shall, at the discretion of the Moderator:

- a. utilize electronic voting technology, when available; or
- b. be by a show of hands; or
- c. be by other means as authorized by the Moderator and approved by vote of two-thirds (2/3) of the Town Meeting members present and voting; or
- d. be as hereinafter provided.

Upon motion affirmatively voted by two-thirds (2/3) of the Town Meeting Members present and voting, a vote shall be taken by secret ballot.

Article submitted by Board of Selectmen

NOTE: *This would allow the use of electronic voting technology at Town Meeting.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 12: To see if the Town will vote to add Chapter 15, Bylaw Governing Discharges To The Municipal Storm Drain System of the Town of Groveland By-Laws, as follows; or take any other action relative thereto.

Article submitted by the Finance Director

SECTION 1. PURPOSE

Increased and contaminated stormwater runoff is a major cause of impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands and groundwater; contamination of drinking water supplies; alteration or destruction of aquatic and wildlife habitat; and flooding.

Regulation of illicit connections and discharges to the municipal storm drain system is necessary for the protection of the Town of Groveland's water bodies and groundwater, and to safeguard the public health, safety, welfare and the environment.

The objectives of this bylaw are:

1. to prevent pollutants from entering the Town of Groveland's municipal separate storm sewer system (MS4);
2. to prohibit illicit connections and unauthorized discharges to the MS4;
3. to require the removal of all such illicit connections;
4. to comply with state and federal statutes and regulations relating to stormwater discharges; and
5. to establish the legal authority to ensure compliance with the provisions of this bylaw through inspection, monitoring, and enforcement.

SECTION 2. DEFINITIONS

For the purposes of this bylaw, the following shall mean:

AUTHORIZED ENFORCEMENT AGENCY: The Highway Department (hereafter the Department), its employees or agents designated to enforce this bylaw.

BEST MANAGEMENT PRACTICE (BMP): An activity, procedure, restraint, or structural improvement that helps to reduce the quantity or improve the quality of stormwater runoff.

CLEAN WATER ACT: The Federal Water Pollution Control Act (33 U.S.C. § 1251 *et seq.*) as hereafter amended.

DISCHARGE OF POLLUTANTS: The addition from any source of any pollutant or combination of pollutants into the municipal storm drain system or into the waters of the United States or Commonwealth from any source.

GROUNDWATER: Water beneath the surface of the ground.

ILLICIT CONNECTION: A surface or subsurface drain or conveyance, which allows an illicit discharge into the municipal storm drain system, including without limitation sewage, process wastewater, or wash water and any connections from indoor drains, sump pumps, sinks, or toilets, regardless of whether said connection was previously allowed, permitted, or approved before the effective date of this bylaw.

ILLICIT DISCHARGE: Direct or indirect discharge to the municipal storm drain system that is not composed entirely of stormwater, except as exempted in Section 7. The term does not include a discharge in compliance with an NPDES Storm Water Discharge Permit or a Surface Water Discharge Permit, or resulting from firefighting activities exempted pursuant to Section 7, subsection 4, of this bylaw.

IMPERVIOUS SURFACE: Any material or structure on or above the ground that prevents water infiltrating the underlying soil. Impervious surface includes without limitation roads, paved parking lots, sidewalks, and rooftops.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) or MUNICIPAL STORM DRAIN SYSTEM: The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Groveland.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORM WATER DISCHARGE PERMIT: A permit issued by United States Environmental Protection Agency or jointly with the State that authorizes the discharge of pollutants to waters of the United States.

NON-STORMWATER DISCHARGE: Discharge to the municipal storm drain system not composed entirely of stormwater.

PERSON: An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

POLLUTANT: Any element or property of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter whether originating at a point or nonpoint source, that is or may be introduced into any sewage treatment works or waters of the Commonwealth. Pollutants shall include without limitation:

1. paints, varnishes, and solvents;
2. oil and other automotive fluids;
3. non-hazardous liquid and solid wastes and yard wastes;
4. refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordnances, accumulations and floatables;
5. pesticides, herbicides, and fertilizers;
6. hazardous materials and wastes; sewage, fecal coliform and pathogens;
7. dissolved and particulate metals;
8. animal wastes;
9. rock, sand, salt, soils;
10. construction wastes and residues; and
11. noxious or offensive matter of any kind.

PROCESS WASTEWATER: Water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any material, intermediate product, finished product, or waste product.

RECHARGE: The process by which groundwater is replenished by precipitation through the percolation of runoff and surface water through the soil.

STORMWATER: Storm water runoff, snow melt runoff, and surface water runoff and drainage.

SURFACE WATER DISCHARGE PERMIT. A permit issued by the Department of Environmental Protection (DEP) pursuant to 314 CMR 3.00 that authorizes the discharge of pollutants to waters of the Commonwealth of Massachusetts.

TOXIC OR HAZARDOUS MATERIAL or WASTE: Any material, which because of its quantity, concentration, chemical, corrosive, flammable, reactive, toxic, infectious or radioactive characteristics, either separately or in combination with any substance or substances, constitutes a present or potential threat to human health, safety, welfare, or to the environment. Toxic or hazardous materials include any synthetic organic chemical, petroleum product, heavy metal, radioactive or infectious waste, acid and alkali, and any substance defined as Toxic or Hazardous under G.L. Ch.21C and Ch.21E, and the regulations at 310 CMR 30.000 and 310 CMR 40.0000.

WATERCOURSE: A natural or man-made channel through which water flows or a stream of water, including a river, brook or underground stream.

WATERS OF THE COMMONWEALTH: All waters within the jurisdiction of the Commonwealth, including, without limitation, rivers, streams, lakes, ponds, springs,

impoundments, estuaries, wetlands, coastal waters, and groundwater.

WASTEWATER: Any sanitary waste, sludge, or septic tank or cesspool overflow, and water that during manufacturing, cleaning or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, byproduct or waste product.

SECTION 3. APPLICABILITY

This bylaw shall apply to flows entering the municipally owned storm drainage system.

SECTION 4. AUTHORITY

This bylaw is adopted under the authority granted by the Home Rule Amendment of the Massachusetts Constitution and the Home Rule Procedures Act, and pursuant to the regulations of the federal Clean Water Act found at 40 CFR 122.34.

SECTION 5. RESPONSIBILITY FOR ADMINISTRATION

The Department shall administer, implement and enforce this bylaw. Any powers granted to or duties imposed upon the Department may be delegated in writing by the Department to employees or agents of the Department.

SECTION 6. REGULATIONS

The Department may promulgate rules and regulations to effectuate the purposes of this bylaw. Failure by the Department to promulgate such rules and regulations shall not have the effect of suspending or invalidating this bylaw.

SECTION 7. PROHIBITED ACTIVITIES

Illicit Discharges. No person shall dump, discharge, cause or allow to be discharged any pollutant or non-stormwater discharge into the municipal separate storm sewer system (MS4), into a watercourse, or into the waters of the Commonwealth.

Illicit Connections. No person shall construct, use, allow, maintain or continue any illicit connection to the municipal storm drain system, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.

Obstruction of Municipal Storm Drain System. No person shall obstruct or interfere with the normal flow of stormwater into or out of the municipal storm drain system without prior written approval from the Department.

Pumping of Water. No person, owner of property, or person controlling property shall discharge or permit to be discharged into the Town's stormwater drainage system, including catch basins, leaching basins, manholes, outfalls, or pipes, or upon any street, court, lane, public roadway, or roadway to which the public has a right to use, any water by pumped means so as to create a nuisance or safety hazard.

SECTION 8. EXEMPTIONS

The following non-stormwater discharges or flows are exempt from the prohibition of non-stormwaters provided that the source is not a significant contributor of a pollutant to the municipal storm drain system:

1. Discharge or flow resulting from firefighting activities;
2. Waterline flushing;
3. Flow from potable water sources;
4. Springs;
5. Natural flow from riparian habitats and wetlands;
6. Diverted stream flow;
7. Rising groundwater;
8. Uncontaminated groundwater infiltration as defined in 40 CFR 35.2005(20),
9. Water from exterior foundation drains, footing drains (not including active groundwater dewatering systems), crawl space pumps, or air conditioning condensation;
10. Incidental discharges from landscape irrigation or lawn watering;
11. Water from individual residential car washing;
12. Discharge from dechlorinated swimming pool water (less than one ppm chlorine) provided the water is allowed to stand for one week prior to draining and the pool is drained in such a way as not to cause a nuisance;
13. Discharge from street sweeping;
14. Dye testing, provided verbal notification is given to the Department prior to the time of the test;
15. Non-stormwater discharge permitted under an NPDES permit or a Surface Water Discharge Permit, waiver, or waste discharge order administered under the authority of the United States Environmental Protection Agency or the Department of Environmental Protection, provided that the discharge is in full compliance with the requirements of the permit, waiver, or order and applicable laws and regulations; and
16. Discharge for which advanced written approval is received from the Department as necessary to protect public health, safety, welfare or the environment.

SECTION 9. EMERGENCY SUSPENSION OF STORM DRAINAGE SYSTEM ACCESS

The Department may suspend municipal storm drain system access to any person or property without prior written notice when such suspension is necessary to stop an actual or threatened discharge of pollutants that presents imminent risk of harm to the public health, safety, welfare or the environment. In the event any person fails to comply with an emergency suspension order, the Authorized Enforcement Agency may take all reasonable steps to prevent or minimize harm to the public health, safety, welfare or the environment.

SECTION 10. NOTIFICATION OF SPILLS

Notwithstanding other requirements of local, state or federal law, as soon as a person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of or suspects a release of materials at that facility or operation resulting in or which may result in discharge of pollutants to the municipal drainage system or waters of the Commonwealth, the person shall take all necessary steps to ensure containment, and cleanup of the release. In the event of a release of oil or hazardous materials, the person shall immediately notify the municipal fire and police departments and the Highway department. In the event of a release of non-hazardous material, the reporting person shall notify the Authorized Enforcement Agency no later than the next business day. The reporting person shall provide to the Authorized Enforcement Agency written confirmation of all telephone, facsimile or in-person notifications within three business days thereafter. If the discharge of prohibited materials is from a commercial or industrial facility, the facility owner or operator of the facility shall retain on-site a written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

SECTION 11. ENFORCEMENT

The Department or an authorized agent of the Department shall enforce this bylaw, regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations.

Civil Relief. If a person violates the provisions of this bylaw, regulations, permit, notice, or order issued thereunder, the Department may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

Orders. The Department or an authorized agent of the Department may issue a written order to enforce the provisions of this bylaw or the regulations thereunder, which may include: (a) elimination of illicit connections or discharges to the MS4; (b) performance of monitoring, analyses, and reporting; (c) that unlawful discharges, practices, or operations shall cease and desist; and (d) remediation of contamination in connection therewith.

If the enforcing person determines that abatement or remediation of contamination is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, the Town of Groveland may, at its option, undertake such work, and expenses thereof shall be charged to the violator.

Within thirty (30) days after completing all measures necessary to abate the violation or to perform remediation, the violator and the property owner will be notified of the costs incurred by the Town of Groveland including administrative costs. The violator or property owner may file a written protest objecting to the amount or basis of costs with the Department within thirty (30) days of receipt of the notification of the costs incurred. If the amount due is not received by the expiration of the time in which to file a protest or within thirty (30) days following a decision of the Department affirming or reducing the costs, or from a final decision of a court of competent jurisdiction, the costs shall become a special

assessment against the property owner and shall constitute a lien on the owner's property for the amount of said costs. Interest shall begin to accrue on any unpaid costs at the statutory rate provided in G.L. Ch. 59, § 57 after the thirty-first day at which the costs first become due.

Criminal Penalty. Any person who violates any provision of this bylaw, regulation, order or permit issued thereunder, shall be punished by a fine of not more than \$100. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

Non-Criminal Disposition. As an alternative to criminal prosecution or civil action, the Town of Groveland may elect to utilize the non-criminal disposition procedure set forth in G.L. Ch. 40, §21D. The penalty for the 1st violation shall be \$100. The penalty for the 2nd violation shall be \$200. The penalty for the 3rd and violation shall be \$300. The penalty for the 3rd and subsequent violations shall be \$400 each day or part thereof that such violation occurs or continues shall constitute a separate offense. The Town of Groveland may also impose additional penalties for reimbursement of labor and/or materials used to temporarily remedy the violation.

Entry to Perform Duties Under this Bylaw. To the extent permitted by state law, or if authorized by the owner or other party in control of the property, the Department, its agents, officers, and employees may enter upon privately owned property for the purpose of performing their duties under this bylaw and regulations and may make or cause to be made such examinations, surveys or sampling as the Department deems reasonably necessary.

Appeals. The decisions or orders of the Department shall be final. Further relief shall be to a court of competent jurisdiction.

Remedies Not Exclusive. The remedies listed in this bylaw are not exclusive of any other remedies available under any applicable federal, state or local law.

SECTION 12. SEVERABILITY

The provisions of this bylaw are hereby declared to be severable. If any provision, paragraph, sentence, or clause, of this bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this bylaw.

SECTION 13. TRANSITIONAL PROVISIONS

Residential property owners shall have 90 days from the effective date of the bylaw to comply with its provisions provided good cause is shown for the failure to comply with the bylaw during that period.

Note: This bylaw is a requirement of the Federal MS4 Stormwater Management Permit

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 13: To see if the Town will vote to appropriate a sum of up to TWENTY THOUSAND DOLLARS (\$20,000) from the Community Preservation Community Housing Reserve FY-2019 to be made available for the purpose of preparing an Implementation Plan to create and or construct community (affordable) housing for the Town Of Groveland to be managed by the Groveland Town Planner and the town Finance Director under the CPA category of Community Housing and be completed no later than June 30, 2022, or take any action relative thereto.

Article submitted by the Community Preservation Committee

Note: This project is to develop a plan to utilize CPA community housing funds and other affordable housing set-asides to make Groveland affordable and help residents stay in their community. Currently only 3.3% of the total year-round housing units in town are deemed affordable by the Department of Housing and Community Development.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 14: To see if the Town will vote to appropriate a sum of up to TWENTY SIX THOUSAND DOLLARS (\$26,000) from the Community Preservation Historic Reserve FY-2019 to be made available for the purposes of Americans for Disabilities Act (ADA) Compliance at Veasey Park. The project is to be managed by the Conservation Commission and the town Finance Director under the CPA category of Historic Preservation and be completed no later than June 30, 2022 or take any action relative thereto.

Article submitted by the Community Preservation Committee

Note: The project would provide labor and material towards making Veasey Memorial Park 90% compliant with the Americans for Disabilities Act. 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 protected by the ADA. The remaining 10% of projects costing over \$200,000 will be covered by pursuing a state grant.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 15: To see if the Town will vote to appropriate a sum of up to TWENTY-THREE THOUSAND DOLLARS (\$23,000) from the Community Preservation Fund's Historic Reserve FY-2019 to be made available for the purpose of exterior painting of 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, 2022 or take any action relative thereto.

Article submitted by the Community Preservation Committee

Note: The project would provide funds to paint the exterior of a historic building, Washington Hall, to preserve and protect the building.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 16: To see if the Town will vote to appropriate a sum of up to SEVENTY THOUSAND DOLLARS (\$70,000) from the Community Preservation Fund's General Reserve FY-2019 to be made available for Phase 2 improvements to the Pines Recreation Area including hydroseeding new fields, guard rails and a replacement pavilion roof. The project is to be managed by the town Finance Director and the Groveland Recreation Committee under the CPA category of Recreation and be completed no later than June 30, 2022 or take any action relative thereto.

Article submitted by the Community Preservation Committee

Note: This project would complete the improvements to the Pines Recreation Area begun in 2015 when an award of \$360,000 of CPA funds was approved by the town. Thus far the improvements put in place include new fields, a new boat ramp, lighting, fencing and soon to be completed irrigation systems. The phase 2 work under this proposal completes the Pines area with safety guard rails, field hydroseeding and a new roof for the pavilion.

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 up to TEN THOUSAND DOLLARS (\$10,000) from the Community Preservation Fund's Open Space Reserve FY-2019 and a sum of up to TWENTY THOUSAND DOLLARS (\$20,000.) from the Community Preservation Fund's General Reserve FY-2019 to be made available for Open Space and Recreational Trails Preservation including development of trails and preservation pilot projects at several conservation and open space properties in town. The project is to be managed by the Conservation Commission and the town Finance Director under the CPA categories of Open Space and Recreation and be completed no later than June 30, 2022 or take any action relative thereto.

Article submitted by the Community Preservation Committee

Note: This project will fund a three-year partnership with the Bagnall School Fourth Grade Classes, the Groveland Open Space and Trails Committee and the Conservation Commission to enhance and build trails on all conservation and open space properties throughout town. Many smaller properties exist in neighborhoods that can be made more useful for passive recreation activities. Three pilot projects will also be undertaken at Meadow Pond Reservation and Center Street Greenway focusing on forest management, quarry restoration and historic site markers. The project will receive up to \$30,000 in matching funds from private funds, conservation funds and private grants.

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 up to ONE HUNDRED FIFTY-FIVE THOUSAND DOLLARS (\$155,000) from the Community Preservation Fund's General Reserve FY-2019 to be made available for the purchase and installation of a new playground at the Pines Recreation Area. The project is to be managed by the town Finance Director and the Groveland Recreation Committee under the CPA category of Recreation and be completed no later than June 30, 2022 or take any action relative thereto. Article submitted by the Community Preservation Committee

Note: The Pines playground project includes the purchasing and installation of a new playground at the Pines recreational area. The proposed design includes two main structures- one for ages 2-5 and one for ages 5- 12. Also included in the design are 2 swing sets intended for the above listed ages, an additional climbing structure, and 2-3 race car spring riders (as a nod to the history of the Pines.) The current playground at the Pines is outdated and rundown. There are elements of the structures that do not meet today's safety requirements. A new playground will represent pride in our town and an investment in our community.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS THE FOLLOWING AMENDMENT:

To see if the Town will vote to appropriate a sum of up to ONE HUNDRED FIFTY-FIVE THOUSAND DOLLARS (\$155,000) from the Community Preservation Fund's General Reserve FY-2019 to be made available for the purchase and installation of a new **FULLY ADA COMPLIANT (as per the Architectural Access Board)** playground at the Pines Recreation Area. The project is to be managed by the town Finance Director and the Groveland Recreation Committee under the CPA category of Recreation and be completed no later than June 30, 2022 or take any action relative thereto.

FINANCE BOARD RECOMMENDS FAVORABLE ACTION AS AMENDED

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 19: To see if the Town will: (a) authorize the Selectmen to acquire, by gift, purchase, or eminent domain, for open space and passive recreation, certain parcels of land located at 733 Salem Street rear, containing a total of 3.5 acres, more or less, and identified as Town Assessors Map 39, Lot 068, which parcels shall be under the care, custody, management and control of the Conservation Commission in accordance with G.L. Chapter 40, Section 8C; (b) appropriate the sum of TWENTY THOUSAND DOLLARS (\$20,000) for the acquisition of said parcels and any and all costs related thereto from the Community Preservation Open Space set aside Fiscal Year 2019 funds; (c) authorize the Selectmen and/or the Conservation Commission, as they deem appropriate, to file any and all grant applications and/or any other applications for funds in any way connected with the scope of this acquisition, and enter into and execute any and all agreements and instruments on behalf of the Town as may be necessary or appropriate to effectuate said acquisition; and (d) authorize the Selectmen and/or the Conservation Commission to convey, upon such terms and for such consideration as it deems appropriate, a conservation restriction in such land the Town may acquire. The project is to be managed by the Conservation Commission and the town Finance Director under the CPA category of Open Space and be completed no later than June 30, 2022; or take any action relative thereto

Article submitted by the Community Preservation Committee

Note: The 3.5 acre of land remaining after the development of 733 Salem St is available because one house was negotiated not to be built by the Planning Board. The parcel is important because 1.) it contains wetlands that filter contaminants from Johnsons Pond, 2.) it abuts Veasey Park and will provide a buffer from the development and 3.) it provides added access to the Pond connecting other conservation properties. Any additional costs for the purchase will be raised from matching grants.

BOARD OF SELECTMEN RECOMMENDS: RECOMMENDATION WILL BE MADE AT TOWN MEETING

FINANCE BOARD RECOMMENDS: RECOMMENDATION WILL BE MADE AT TOWN MEETING

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 2020 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 transfer FORTY-FOUR THOUSAND FOUR HUNDRED AND EIGHT DOLLARS (\$44,408) from Fiscal Year 2018 Town Free Cash to fund the FY20 Capital Improvement Plan as identified below; or take any other 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>
	Police Department				
1	Replacement of a Line Cruiser, Including all costs incidental and related thereto	1	44,408		
		Total	\$ 44,408	\$ 44,408	\$ 44,408

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

Submitted by the Board of Selectmen acting as the Capital Improvement Committee

Note: The above projects were recommended for funding in FY2020 by the Capital Improvement Committee (CIC). Refer to Appendix A for the complete 5 Year CIC report.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 22: To see if the Town will approve the appropriation and borrowing authorized by the Pentucket Regional School District for the purpose of the construction of a new Middle/High School to be located at 24 Main Street, West Newbury, Massachusetts, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) the approved percentage of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; to determine whether the approval of such borrowing will be contingent upon a vote of the Town to exempt its allocable share of the debt service on the borrowing for the Project from the tax limitations of Proposition 2 1/2, so-called; or take any other action relative thereto.

MOTION TO BE MADE: That the Town approves the appropriation and borrowing authorized by the Pentucket Regional School District of ONE HUNDRED FORTY-SIX MILLION, THREE HUNDRED THIRTY-TWO THOUSAND, THREE HUNDRED TWENTY-EIGHT Dollars (\$146,332,328.00) for the purpose of the construction of a new Middle/High School to be located at 24 Main Street, West Newbury, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Committee; that the Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (1) 57 and 63 hundredths percent (57.63%) of eligible, approved Project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that the approval of the District's borrowing by this vote shall be subject to and contingent upon an affirmative vote of the Town to exempt its allocable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2 1/2) and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA. Any premium received upon the sale of any bonds or notes approved by the vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by the vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

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 fiscal year ending June 30, 2020; 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 transfer the sum of THIRTEEN THOUSAND THREE HUNDRED DOLLARS (\$13,300.00) from the Conservation Commission Fees Account (2601-990-45305-000) to the Conservation Commission Salary Part Time Account for Fiscal Year 2020 (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 25: To see if the Town will vote to transfer the sum of ONE THOUSAND SIX HUNDRED AND SEVENTY DOLLARS (\$1,670.00) from the Conservation Commission Fees Account (2601-990-45305-000) to the Conservation Commission Expense Account for Fiscal Year 2020 (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 26: To see if the Town will vote, pursuant to the provisions of G.L. c.44, §53E½, to amend the spending limits for the following seven (7) revolving accounts established in the General By-Laws for Fiscal Year 2020 as follows; or take any action relative thereto.

A. Revolving Fund	C. Spending Limit for Fiscal Year 2020 and subsequent years
Veasey Memorial Park	\$130,000
Pines Boat Ramp	\$25,000
Zoning Board of Appeals	\$15,000
Bagnall Summer Program	\$250,000
Council on Aging	\$15,000
Fire Department CPR Class	\$6,000
Pines Maintenance	\$50,000

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 27: To see if the Town will raise and appropriate or transfer from available funds the sum of \$1700.00 to replace the rotting Library sign at the Town Hall Campus. The Library Trustees and the Library Director will use the funds to remove and replace the current sign; or take any other action relative thereto.

Article submitted by Citizen's Petition, certified on February 26, 2019

BOARD OF SELECTMEN RECOMMENDS: UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS: RECOMMENDATION TO BE MADE AT TOWN MEETING

DATE AND ACTION TAKEN:

ARTICLE 28: To see if the Town will vote to transfer the sum of FIFTY THOUSAND DOLLARS (\$50,000) from the Overlay Surplus Account for the purpose of funding the Town's operating budget for Fiscal Year 2020; 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 2018 Town Free Cash for the purpose of funding the Town's operating budget for Fiscal Year 2020; 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) FY20 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 SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) from Fiscal Year 2018 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 FIFTY THOUSAND DOLLARS (\$50,000) from Fiscal Year 2018 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 the sum of SIXTY THOUSAND DOLLARS (\$60,000) from Fiscal Year 2018 Town Free Cash to the MS4 Stormwater Permit Account #2452-421-45810-000 for the purpose of funding engineering and consulting services for the development of an application for a National Pollutant Discharge Elimination System (NPDES) MS4 Stormwater Permit and for implementing the MS4 Permit requirements, including all costs incidental and related thereto; or take any other action relative thereto.

Article submitted by the Finance Director.

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

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 TWENTY-FIVE THOUSAND DOLLARS (\$25,000) from Fiscal Year 2018 Town Free Cash to the Personnel Buy Back Account # 2410-040-49700-000; or take any other action relative thereto.

Article submitted by the Finance Director

Note: This article would appropriate funds into the accrued time personnel buy back account. Existing collective bargaining agreements and personnel policy provide a percentage of sick time as a cash buy back upon retirement.

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 TEN THOUSAND DOLLARS (\$10,000) from Fiscal Year 2018 Town Free Cash to purchase two (2) new voting machines, including all costs incidental and related thereto; or take any other action relative thereto.

Article submitted by the Finance Director

Note: These funds would be used to purchase two new voting machines, as the existing machines will no longer be supported as of 2020.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 35: To see if the Town will vote to transfer FIFTY-FIVE THOUSAND DOLLARS (\$55,000) from Fiscal Year 2018 Town Free Cash to make capital upgrades at Bagnall School; or take any other action relative thereto.

Article submitted by the Finance Director

Note: Each year the Pentucket Regional School District provides a list of requested capital upgrades at Bagnall School. The town plans to begin a multi-year program to address these requests.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 36: To see if the Town will vote to raise and appropriate the sum of ONE MILLION NINETY THOUSAND, THREE HUNDRED THIRTY-THREE DOLLARS AND FORTY-FIVE CENTS (\$1,090,333.45) for the use of the Water Department, said sum to be offset by FY 2020 Water Department Revenue; or take any other action relative thereto:

	<u>FY '19</u>	<u>FY '20 REQUESTED</u>	<u>FINANCE BOARD RECOMMENDS</u>
Commissioners	\$ 1,260.00	\$ 1,297.80	\$ 1,297.80
Superintendent	\$ 66,925.81	\$ 68,933.59	\$ 68,264.33
Office Manager	\$ 43,719.69	\$ 45,031.28	\$ 44,594.08
Laborers' Wages (3)	\$126,957.59	\$139,689.79	\$139,689.79
Part-Time Help	\$ 9,280.00	\$ 9,280.00	\$ 9,280.00
Overtime	\$ 33,385.00	\$ 37,889.98	\$ 37,889.98
Expenses	\$324,900.00	\$329,200.00	\$329,200.00
Health	\$ 62,254.50	\$ 64,122.14	\$ 64,122.14
Retirement	\$ 59,674.32	\$ 65,666.64	\$ 65,666.64
Emergency Funds	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Bond Debt & Interest	\$279,825.00	\$274,875.00	\$274,875.00
Medicare	\$ 0.00	\$ 4,347.23	\$ 4,347.23
TOTAL	\$1,058,181.91	\$1,090,333.45	\$1,089,226.99

Article submitted by Water & Sewer Commissioners

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 37: 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 2020 Sewer Department Revenue; or take any other action relative thereto:

	<u>FY '19</u>	<u>FY'20 REQUESTED</u>	<u>FINANCE BOARD RECOMMENDS</u>
Commissioners	\$ 540.00	\$ 556.20	\$ 556.20
Superintendent	\$ 28,617.24	\$ 29,475.76	\$ 29,189.58
Office Manager	\$ 18,736.75	\$ 19,298.86	\$ 19,111.46
Laborers' Wages (3)	\$ 54,411.09	\$ 59,867.00	\$ 59,867.00
Overtime	\$ 8,968.00	\$ 9,281.69	\$ 9,281.69
Part-Time Help	\$ 2,791.74	\$ 2,791.74	\$ 2,791.74
Expenses	\$ 99,700.00	\$102,809.27	\$102,809.27
Health	\$ 27,293.00	\$ 28,111.79	\$ 28,111.79
Medicare	\$ 0.00	\$ 1,747.83	\$ 1,747.83
Retirement	\$ 29,837.16	\$ 32,833.32	\$ 32,833.32
Bond Debt & Interest	\$102,378.76	\$ 65,106.26	\$ 65,106.26
Emergency Funds	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Haverhill Wastewater	\$172,500.00	\$180,698.59	\$180,698.59
Haverhill Capital Bond	\$ 52,835.00	\$ 66,030.43	\$ 66,030.43
TOTAL	\$623,608.74	\$623,608.74	\$623,135.16

Article submitted by Water & Sewer Commissioners

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 38: To see if the Town will vote to raise the following sums to defray Town charges for the fiscal year ending June 30, 2020 and make appropriations therefor, or take any other action relative thereto:

Appropriated FY2018	Spent FY2018	Appropriated FY2019	Line Item	Department Requested FY2020	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
9,380	9,380	9,568	Admin. Asst. Salary	10,500	10,000	10,000
\$ 16,880	\$ 15,380	\$ 17,068	2 Total Salaries	\$ 18,000	\$ 17,500	\$ 17,500
25,000	25,000	25,000	Town Audit	25,000	25,000	25,000
-	-	10,000	Consulting Services	-	-	-
20,000	12,180	25,000	Reserve Fund	25,000	25,000	25,000
1,750	1,284	1,750	Association Fees	2,000	2,000	2,000
\$ 1,700	1,987	\$ 1,700	Town Reports	1,750	1,750	1,750
4,000	1,475	4,000	Minutes Clerk	3,000	3,000	3,000
750	638	850	Expenses	1,000	1,000	1,000
\$ 53,200	\$ 42,564	\$ 68,300	3 Total Expenses	\$ 57,750	\$ 57,750	\$ 57,750
\$ 70,080	\$ 57,944	\$ 85,368	Total Selectmen Budget	\$ 75,750	\$ 75,250	\$ 75,250
FINANCE DEPARTMENT						
109,242	109,242	111,427	Finance Director's Salary (inc. T/C)	113,655	113,655	113,655
52,072	52,072	53,114	Asst. Treasurer/Collector's Salary	53,114	53,114	53,114
21,886	20,289	22,324	Treasury/Collection Clerk	22,770	22,770	22,770
\$ 183,200	\$ 181,603	\$ 186,864	4 Total Salaries	\$ 189,539	\$ 189,539	\$ 189,539
750	2,151	750	Tax Title Treasury/Collection	750	750	750
3,000	3,112	3,000	Education and Association Fees	3,000	3,000	3,000
12,500	12,120	13,000	Postage	15,000	15,000	15,000
4,800	4,012	4,800	Payroll Fees	4,800	4,800	4,800
2,200	2,290	2,500	Office Expense	3,475	3,475	3,475
-	-	350	Personnel Expenses	500	500	500
\$ 23,250	\$ 23,685	\$ 24,400	5 Total Expenses	\$ 27,525	\$ 27,525	\$ 27,525
\$ 206,450	\$ 205,288	\$ 211,264	Total Finance Department Budget	\$ 217,064	\$ 217,064	\$ 217,064
TOWN ACCOUNTANT						
68,000	60,850	62,973	6 Accountant's Salary	64,644	64,644	64,644
1,000	2,284	1,500	Office Expenses	1,500	1,500	1,500
-	-	2,000	Education and Association Fees	2,000	2,000	2,000
\$ 69,000	\$ 63,134	\$ 66,473	7 Total Town Accountant Budget	\$ 68,144	\$ 68,144	\$ 68,144
BOARD OF ASSESSORS						
1,500	1,300	1,500	Assessor's Stipends	1,500	1,500	1,500
51,426	51,426	52,455	Assessors' Manager's Salary	53,505	53,505	53,505
\$ 52,926	\$ 52,726	\$ 53,955	8 Total Salaries	\$ 55,005	\$ 55,005	\$ 55,005
3,000	2,875	3,000	Expenses	3,000	3,000	3,000
39,240	52,300	39,240	Revaluation Maintenance	39,240	39,240	39,240
6,370	6,370	6,570	Software & Licenses	6,950	6,950	6,950
7,290	7,290	7,500	Maps - Updating	7,500	7,500	7,500
\$ 55,900	\$ 68,835	\$ 56,310	9 Total Expenses	\$ 56,690	\$ 56,690	\$ 56,690
\$ 108,826	\$ 121,561	\$ 110,265	Total Board of Assessors Budget	\$ 111,695	\$ 111,695	\$ 111,695
TOWN COUNSEL						
65,000	46,401	65,000	Legal Expense	65,000	65,000	65,000
\$ 65,000	\$ 46,401	\$ 65,000	10 Total Town Counsel Budget	\$ 65,000	\$ 65,000	\$ 65,000
TECHNOLOGY						
20,000	32,176	27,000	Computer Hardware Maint & Lic Fees	45,060	45,060	45,060
5,400	5,360	6,500	Hardware & Software Expense	5,000	5,000	5,000
\$ 25,400	\$ 37,536	\$ 33,500	11 Total Technology Department	\$ 50,060	\$ 50,060	\$ 50,060
TOWN CLERK						
58,883	58,883	60,060	Town Clerk's Salary	61,561	60,060	60,060
1,125	970	5,300	Poll Workers	1,200	1,200	1,200
\$ 60,008	\$ 59,853	\$ 65,360	12 Total Salaries	\$ 62,761	\$ 61,260	\$ 61,260
\$ 3,360	2,631	10,131	Election Expenses	\$ 3,445	\$ 3,445	\$ 3,445
\$ 3,000	2,949	3,062	Office Expenses & Supplies	\$ 3,913	\$ 4,500	\$ 4,500
\$ 6,360	\$ 5,580	\$ 13,193	13 Total Expenses	\$ 7,358	\$ 7,945	\$ 7,945
\$ 66,368	\$ 65,433	\$ 78,553	Total Town Clerk Budget	\$ 70,119	\$ 69,205	\$ 69,205

Appropriated FY2018	Spent FY2018	Appropriated FY2019	Line Item	Department Requested FY2020	Board of Selectmen Recommends	Finance Board Recommends
CONSERVATION COMMISSION						
13,000	11,350	-	Conservation Agent - Part-Time (TM Transfer)	-	-	-
1,400	200	1,400	Stipends	1,400	1,400	1,400
\$ 1,400	\$ 11,550	\$ 1,400	14 Total Salaries	\$ 1,400	\$ 1,400	\$ 1,400
\$ -	\$ -	\$ 1,275	Expenses	\$ 1,340	\$ 1,340	\$ 1,340
\$ 1,400	\$ 11,550	\$ 2,675	Total Conservation Commission Budget	\$ 2,740	\$ 2,740	\$ 2,740
PLANNING						
1,800	1,200	1,800	Planning Members' Stipends	1,800	1,800	1,800
35,000	-	45,000	Town Planner	45,900	46,300	46,300
36,800	1,200	46,800	16 Total Salaries	47,700	48,100	48,100
6,000	3,903	6,000	Expenses	6,000	6,000	6,000
2,400	2,356	2,500	Merrimack Valley Planning Assessment	2,563	2,563	2,563
8,400	6,260	8,500	17 Total Expenses	8,563	8,563	8,563
\$ 45,200	\$ 7,460	\$ 55,300	Total Planning and Engineering Budget	\$ 56,263	\$ 56,663	\$ 56,663
ZONING BOARD OF APPEALS						
4,000	1,267	2,500	Zoning Administrator Stipend	-	-	2,000
			Contracted Services & Expenses	2,500	2,500	500
\$ 4,000	\$ 1,267	\$ 2,500	18 Total ZBA Budget	\$ 2,500	\$ 2,500	\$ 2,500
MUNICIPAL BUILDINGS						
18,564	14,280	39,600	Custodian/Facilities Salaries	41,920	41,920	41,920
18,564	14,280	39,600	19 Total Salaries	41,920	41,920	41,920
17,000	14,622	17,000	Lawn & Grounds	17,000	17,000	17,000
-	-	7,200	Public Relations - Town Wide	7,200	7,200	7,200
106,000	98,945	106,000	Utilities	110,000	110,000	110,000
8,000	7,801	8,750	Copier Lease & Supplies	9,000	9,000	9,000
6,500	6,043	6,500	Town Decor (Winter & Spring)	6,500	6,500	6,500
32,000	33,108	40,000	Repairs & Maintenance	40,000	40,000	40,000
9,000	6,152	10,000	Supplies	12,000	12,000	12,000
178,500	166,672	195,450	20 Total Expenses	201,700	201,700	201,700
\$ 197,064	\$ 180,952	\$ 235,050	Total Municipal Buildings Budget	\$ 243,620	\$ 243,620	\$ 243,620
INSURANCE						
145,000	164,194	170,000	Property & Casualty Insurance	185,000	185,000	185,000
2,700	2,279	3,000	Employee Group Life Insurance	3,000	3,000	3,000
385,000	386,702	400,000	Employee Group Health Insurance	435,000	435,000	435,000
\$ 532,700	\$ 553,175	\$ 573,000	21 Total Insurance Budget	\$ 623,000	\$ 623,000	\$ 623,000
\$ 1,393,083	\$ 1,351,699	\$ 1,519,048	TOTAL GENERAL GOVERNMENT	\$ 1,586,054	\$ 1,585,041	\$ 1,585,041
PUBLIC SAFETY						
POLICE DEPARTMENT						
123,055	123,055	125,516	Chief's Salary	128,026	128,026	128,026
85,965	85,635	87,684	Lieutenant's Salary	89,779	89,779	89,779
164,158	223,630	228,312	Sargeant's Salary	233,772	233,772	233,772
397,561	324,303	349,599	Patrolmen's Salary	433,789	433,789	433,789
260,100	248,006	267,670	Communication Salary	276,447	276,447	276,447
13,770	12,865	17,237	Training	17,582	17,582	17,582
102,594	94,988	107,812	Reserves	92,160	82,160	82,160
30,878	25,335	31,496	Overtime	32,126	32,126	32,126
101,280	89,266	91,811	Education Incentives	95,842	95,842	95,842
\$ 1,279,361	\$ 1,227,081	\$ 1,307,138	22 Total Salaries	\$ 1,399,524	\$ 1,389,524	\$ 1,389,524
1,000	-	1,000	Harbormaster Expenses	1,000	1,000	1,000
6,000	3,334	3,762	Expenses	3,762	3,762	3,762
7,700	6,877	8,900	Supplies	8,900	8,900	8,900
12,000	10,822	12,000	Vehicle Maintenance	12,000	12,000	12,000
15,300	15,541	17,700	Equipment Maintenance	17,700	17,700	17,700
3,060	3,021	3,500	Firearms	3,500	3,500	3,500
11,775	11,178	15,250	Clothing Allowance	15,250	15,250	15,250
2,450	1,479	2,500	Association Fees	2,500	2,500	2,500
3,200	1,707	3,200	Communication Expenses	3,200	3,200	3,200
-	-	-	Vehicle Lease	13,730	-	-
10,170	10,662	10,170	Training	10,170	10,170	10,170
25,150	20,451	25,150	Fuel	25,500	25,500	25,500
\$ 97,805	\$ 85,071	\$ 103,132	23 Total Expenses	\$ 117,212	\$ 103,482	\$ 103,482
\$ 1,377,166	\$ 1,312,152	\$ 1,410,270	Total Police Budget	\$ 1,516,736	\$ 1,493,006	\$ 1,493,006
PARKING CLERK						
100	-	100	Expense	100	100	100
\$ 100	\$ -	\$ 100	24 Total Parking Clerk Budget	\$ 100	\$ 100	\$ 100

Appropriated FY2018	Spent FY2018	Appropriated FY2019	Line Item	Department Requested FY2020	Board of Selectmen Recommends	Finance Board Recommends
FIRE DEPARTMENT						
28,758	21,525	29,333	Chief's Salary	29,920	75,000	75,000
100,855	113,174	108,983	Firefighter Call Wages	111,180	111,180	111,180
4,000	3,960	5,000	Inspector's Salary	10,000	10,000	10,000
-	-	7,000	Company Reporting	7,140	7,000	7,000
-	-	-	EMS Recertification	4,950	4,950	4,950
-	-	-	EMS Coordinator Stipend	2,000	-	-
-	-	-	Fire Prevention Officer	1,500	-	-
-	-	-	Mass Fire Academy Training	7,200	7,200	7,200
49,470	32,365	49,459	Drill Wages	42,800	40,000	40,000
\$ 183,083	\$ 171,024	\$ 199,775	25 Total Salaries	\$ 216,690	\$ 255,330	\$ 255,330
9,772	9,772	7,579	Communications	7,579	7,579	7,579
2,500	1,908	3,000	Training Expense	3,000	3,000	3,000
29,500	29,111	35,000	Fire Equipment & Supplies	35,000	35,000	35,000
6,000	5,981	6,120	Fuel	6,500	6,500	6,500
2,800	2,850	3,200	Association Dues	3,400	3,400	3,400
16,805	20,456	20,000	Annual Testing & Inspecting	20,000	20,000	20,000
5,500	4,830	8,000	Medical Supplies	8,000	8,000	8,000
-	-	15,000	Vehicle & Equipment Maintenance	15,000	15,000	15,000
\$ 72,877	\$ 74,908	\$ 97,899	26 Total Expenses	\$ 98,479	\$ 98,479	\$ 98,479
\$ 255,960	\$ 245,932	\$ 297,674	Total Fire Budget	\$ 315,169	\$ 353,809	\$ 353,809
BUILDING DEPARTMENT						
9,000	8,642	9,180	Wiring Inspector	9,364	9,364	9,364
10,000	10,000	10,200	Plumbing & Gas Inspector	10,404	10,404	10,404
47,978	47,978	48,938	Building Inspector	49,917	49,917	49,917
\$ 66,978	\$ 66,620	\$ 68,318	27 Total Salaries	\$ 69,685	\$ 69,685	\$ 69,685
1,000	971	1,000	Continuing Education	1,000	1,000	1,000
2,200	878	2,200	Materials	2,000	2,000	2,000
1,000	1,000	1,000	Reimbursements (Mileage & Cell Phone)	1,000	1,000	1,000
7,000	6,585	7,000	Permit Software Expense	7,500	7,500	7,500
2,300	1,835	2,300	Building Inspector Expenses	2,000	2,000	2,000
\$ 14,250	\$ 11,269	\$ 13,500	28 Total Expenses	\$ 13,500	\$ 13,500	\$ 13,500
\$ 81,228	\$ 77,889	\$ 81,818	Total Inspectors Budget	\$ 83,185	\$ 83,185	\$ 83,185
EMERGENCY MANAGEMENT						
3,000	2,849	3,060	Director's Stipend	3,121	3,121	3,121
1,000	790	1,025	Expenses	1,025	1,025	1,025
\$ 4,000	\$ 3,639	\$ 4,085	29 Total Emergency Management Budget	\$ 4,146	\$ 4,146	\$ 4,146
\$ 1,718,454	\$ 1,639,612	\$ 1,793,947	TOTAL PUBLIC SAFETY	\$ 1,919,336	\$ 1,934,246	\$ 1,934,246
EDUCATION						
8,707,958	8,707,959	8,991,562	Pentucket Base Assessment	9,313,740	9,313,740	9,313,740
559,928	559,928	548,110	Pentucket Capital Assessment	550,761	550,761	550,761
210,000	222,280	250,000	Essex Tech	225,000	225,000	225,000
953,645	953,645	865,260	Whittier Vocational/Technical Assessment	732,390	732,390	732,390
\$ 10,431,531	\$ 10,443,812	\$ 10,654,932	30 Total Education Budget	\$ 10,821,891	\$ 10,821,891	\$ 10,821,891
\$ 10,431,531	\$ 10,443,812	\$ 10,654,932	TOTAL EDUCATION	\$ 10,821,891	\$ 10,821,891	\$ 10,821,891
PUBLIC WORKS						
TREE WARDEN						
-	-	-	Tree Warden Stipend	-	-	-
1,500	1,450	5,000	Expenses	20,000	25,000	25,000
\$ 1,500	\$ 1,450	\$ 5,000	31 Total Tree Warden Budget	\$ 20,000	\$ 25,000	\$ 25,000
HIGHWAYS						
82,593	82,593	84,245	Highway Superintendent's Salary	90,000	90,000	90,000
229,779	224,962	234,375	Highway Salaries	239,063	239,063	239,063
2,200	1,969	2,200	Sick day buy back (Contractual)	2,200	2,200	2,200
7,000	4,382	7,000	Highway Salary - Part Time	7,000	7,000	7,000
12,000	11,483	14,000	Overtime	15,000	15,000	15,000
\$ 333,572	\$ 325,389	\$ 341,819	32 Total Salaries	\$ 353,263	\$ 353,263	\$ 353,263
8,000	8,113	8,500	Highway Expense	8,500	8,500	8,500
37,000	6,045	37,000	Front End Loader (Lease)	37,100	37,100	37,100
165,000	290,191	200,000	Snow & Ice Removal	200,000	225,000	225,000
52,000	57,217	53,000	Road Machinery Expense	55,000	55,000	55,000
120,000	132,307	122,000	Road Maintenance Expense	125,000	125,000	125,000
-	-	-	Fuel	8,500	8,500	8,500
\$ 382,000	\$ 493,873	\$ 420,500	33 Total Expense	\$ 434,100	\$ 459,100	\$ 459,100
\$ 715,572	\$ 819,262	\$ 762,319	Total Highway Budget	\$ 787,363	\$ 812,363	\$ 812,363
RUBBISH COLLECTION						
11,008	11,008	11,228	Contract Administrator	11,453	11,453	11,453
491,790	488,927	507,750	Contract Expense	532,637	532,637	532,637
\$ 502,798	\$ 499,935	\$ 518,978	34 Total Rubbish Collection Budget	\$ 544,090	\$ 544,090	\$ 544,090

Appropriated FY2018	Spent FY2018	Appropriated FY2019	Line Item	Department Requested FY2020	Board of Selectmen Recommends	Finance Board Recommends
CEMETERY						
450	-	450	Commissioner's Stipend	450	450	450
38,535	18,560	38,535	Full Time Wages	51,000	51,000	51,000
-	-	-	Overtime	1,500	1,500	1,500
9,000	16,014	21,000	Part Time Wages	11,000	11,000	11,000
\$ 47,985	\$ 34,574	\$ 59,985	35 Total Salaries	\$ 63,950	\$ 63,950	\$ 63,950
4,500	1,514	4,500	Supplies	3,000	3,000	3,000
1,500	542	1,500	Vehicle Fuel	1,500	1,500	1,500
800	719	800	Landscaping	800	800	800
3,400	4,038	3,400	Utilities	3,400	3,400	3,400
1,500	1,459	1,500	Equipment & Maintenance	3,000	3,000	3,000
2,500	2,458	2,500	Expenses	3,500	3,500	3,500
\$ 14,200	\$ 10,729	\$ 14,200	36 Total Expenses	\$ 15,200	\$ 15,200	\$ 15,200
\$ 62,185	\$ 45,304	\$ 74,185	Total Cemetery Budget	\$ 79,150	\$ 79,150	\$ 79,150
\$ 1,282,055	\$ 1,365,951	\$ 1,360,482	TOTAL PUBLIC WORKS	\$ 1,430,602	\$ 1,460,602	\$ 1,460,602
HUMAN SERVICES						
BOARD OF HEALTH						
900	900	900	Health Members' Stipends	900	900	900
11,775	11,459	12,011	Health Nurse Wages	12,251	12,251	12,251
22,045	22,045	22,486	Health/Sanitation Agent Wages	25,994	25,994	25,994
16,140	16,082	16,463	Part-time Clerk Wages	19,031	19,031	19,031
\$ 50,860	\$ 50,486	\$ 51,859	37 Total Salaries	\$ 58,176	\$ 58,176	\$ 58,176
2,550	1,949	2,614	38 Expenses	2,679	2,679	2,679
\$ 53,410	\$ 52,435	\$ 54,473	Total Board of Health Budget	\$ 60,855	\$ 60,855	\$ 60,855
COUNCIL ON AGING						
53,601	53,601	54,673	Director's Salary	57,407	57,407	57,407
34,068	33,992	34,749	Program Coordinator	36,486	36,486	35,444
8,435	7,925	8,603	Outreach Worker	9,033	9,033	8,775
19,300	18,147	19,686	Part Time Van Driver	20,080	20,080	20,080
\$ 115,404	\$ 113,666	\$ 117,711	39 Total Salaries	\$ 123,006	\$ 123,006	\$ 121,706
\$ 7,600	\$ 7,545	\$ 8,000	Expenses	\$ 6,000	\$ 6,000	\$ 6,000
7,600	7,545	-	Vehicle Maintenance	5,000	5,000	5,000
\$ 7,600	\$ 7,545	\$ -	40 Total Expenses	\$ 11,000	\$ 11,000	\$ 11,000
\$ 123,004	\$ 121,210	\$ 117,711	Total Council on Aging Budget	\$ 134,006	\$ 134,006	\$ 132,706
VETERANS						
8,500	7,784	8,670	Veterans' Agent Salary	8,845	8,845	8,845
32,000	28,488	33,000	Veterans' Benefits	33,500	36,500	36,500
\$ 40,500	\$ 36,272	\$ 41,670	41 Total Veterans Budget	\$ 42,345	\$ 45,345	\$ 45,345
\$ 216,914	\$ 209,918	\$ 213,854	TOTAL HUMAN SERVICES	\$ 237,207	\$ 240,206	\$ 238,906
LIBRARY						
62,220	65,223	63,464	Library Director's Salary	64,733	64,733	64,733
107,200	81,411	110,932	Library Staff Wages	116,074	116,074	116,074
8,800	8,183	8,976	Part Time Wages	9,357	9,357	9,357
\$ 178,220	\$ 154,817	\$ 183,372	42 Total Salaries	\$ 190,164	\$ 190,164	\$ 190,164
45,681	45,680	46,829	Library Materials	48,696	48,696	48,696
1,020	1,020	1,020	Technology	1,045	1,045	1,045
1,020	1,020	1,020	Programs	1,045	1,045	1,045
17,939	17,939	18,389	Dues	18,530	18,530	18,530
1,463	1,462	1,500	Training	2,050	2,050	2,050
4,080	4,079	4,162	Supplies	4,250	4,250	4,250
\$ 71,203	\$ 71,200	\$ 72,920	43 Total Expenses	\$ 75,616	\$ 75,616	\$ 75,616
\$ 249,423	\$ 226,016	\$ 256,292	Total Library Budget	\$ 265,780	\$ 265,780	\$ 265,780
\$ 249,423	\$ 226,016	\$ 256,292	TOTAL LIBRARY	\$ 265,780	\$ 265,780	\$ 265,780
DEBT SERVICE						
245,000	269,675	265,000	Principal	265,000	265,000	265,000
148,713	135,856	127,000	Interest	127,765	127,765	127,765
-	-	-	Administrative Fees	2,000	2,000	2,000
\$ 393,713	\$ 405,531	\$ 392,000	44 Total Debt Budget	\$ 394,765	\$ 394,765	\$ 394,765
\$ 393,713	\$ 405,531	\$ 392,000	TOTAL DEBT SERVICE	\$ 394,765	\$ 394,765	\$ 394,765

Appropriated FY2018	Spent FY2018	Appropriated FY2019	Line Item	Department Requested FY2020	Board of Selectmen Recommends	Finance Board Recommends
UNCLASSIFIED						
461,915	458,278	492,313	Essex Country Retirement Contribution	541,750	536,292	536,292
3,000	1,500	3,000	Unemployment Compensation	3,000	3,000	3,000
53,500	57,696	65,000	Medicare Tax	66,000	66,000	66,000
85,000	85,000	85,000	OPEB Trust Fund (Other Post Employment Benefits)	85,000	85,000	85,000
750	750	750	Sealer of Weights & Measures	750	750	750
500	500	500	Memorial Day Services	500	500	500
40,000	36,058	33,000	Street Lighting	26,000	26,000	26,000
\$ 643,915	\$ 639,783	\$ 679,563	45 Total Unclassified Budget	\$ 723,000	\$ 717,542	\$ 717,542
\$ 643,915	639,783	\$ 679,563	TOTAL UNCLASSIFIED	\$ 723,000	\$ 717,542	\$ 717,542
15,726,670	16,282,322	16,870,119	GRAND TOTAL	\$ 17,378,635	\$ 17,420,072	\$ 17,418,772

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 fix the salary and compensation of all elective and appointive officers of the Town for fiscal year ending June 30, 2020. Fixing of salaries according to Articles #36- #38 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 40: 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 6, 2019, between the hours of 7:00 A.M. and 8:00 P.M.** to elect the following Town Officers and vote on the following three 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
- One (1) member of the School Committee for three years
- One (1) Selectmen for three years
- One (1) Selectmen for one year
- One (1) Tree Warden for one year
- One (1) member of the Water/Sewer Commission for three years
- One (1) Town Clerk for three years
- One (1) member of the Planning Board for two years

To vote upon the following three 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 the Town’s allocable share of the bond issued by the Pentucket Regional School District for the purpose of paying costs of the construction of a new Middle/High School to be located at 24 Main Street, West Newbury, Massachusetts, including the payment of all costs incidental or related thereto?
 YES () NO ()

QUESTION 2: Shall this Town adopt the following bylaws?
 YES () NO ()

Summary

Massachusetts General Laws, Chapter 94G, Section 3 allows a town, through adoption of bylaws, to prohibit all or certain types of adult-use marijuana establishments, also known as “recreational” or “non-medical” marijuana establishments, from operating in that town. In a town such as Groveland that voted “yes” on Question 4 at the November 8, 2016 State Election in favor of allowing adult-use of marijuana and lawful operation of marijuana establishments, a ballot question is also required. The bylaw amendments set forth below, which were approved at the December 3, 2018 adjourned session of the November 26, 2018 Special Town Meeting, must also be approved at this election to prohibit in the Town of Groveland all “marijuana establishments”, as that term is defined in the Code of Massachusetts Regulations, 935 CMR 500.002. The prohibition would apply to marijuana establishments only and would have no impact on medical marijuana uses or the lawful use of recreational marijuana by adults.

Text of Zoning Bylaw Amendments:

7.6 Marijuana Establishments Prohibited. Consistent with G.L. c.94G, §3(a)(2), all types of non-medical “marijuana establishments” as defined in 935 CMR 500.002, including marijuana cultivators, independent testing laboratories, marijuana product manufacturers, marijuana retailers or any other type of licensed marijuana-related businesses, hereinafter, “recreational marijuana establishments” shall be prohibited within the Town of Groveland. This prohibition shall apply in the Town upon approval by the voters at a Town Election.

Section 4.5

USES	R-1	R-2	R-3	LB	B	I	Site Plan Review (3)
Prohibited Uses							
Recreational Marijuana Establishments	NP	N P	NP	NP	NP	NP	N/A

Text of General Bylaw:

Section 8.23. Marijuana Establishments Prohibited

Consistent with G.L. c.94G, §3(a)(2), all types of non-medical “marijuana establishments” as defined in 935 CMR 500.002, including marijuana cultivators, independent testing laboratories, marijuana product manufacturers, marijuana retailers or any other type of licensed marijuana-related businesses, shall be prohibited within the Town of Groveland.

This prohibition shall apply in the Town upon approval by the voters at a Town Election.

QUESTION 3: Shall the Town vote to have its elected Tree Warden become an appointed Tree Warden of the town?

YES () NO ()

APPENDIX A

CAPITAL IMPROVEMENT PLAN

FY2020 - 5 Year Capital Plan

Department	Project	FY2020	FY2021	FY2022	FY2023	FY2024	Totals
Council on Aging	Handicap Access Van	58,000					\$58,000
	Subtotal - Council on Aging	58,000					\$58,000
Fire Department	Air Packs						\$0
	Pumper Engine		538,000				\$538,000
	Jaws of Life			100,000			\$100,000
	Forestry Truck				140,000		\$140,000
	Subtotal - Fire Department	-	538,000	100,000	140,000	-	\$778,000
Highway Department	1-Ton Truck			65,000			
	5-Ton Truck (Replacing 2006 Peterbilt)						\$0
	6-Ton Truck (Replacing 2007 Peterbilt)						\$0
	Vacuum Truck				263,000		\$263,000
	Subtotal - Highway Department		-	65,000	263,000	-	\$263,000
Cemetery Department	1/2 -Ton 4x4 Pickup Truck		30,000				\$30,000
	Subtotal- Cemetery Department		30,000				\$30,000
Police Department	Radar Guns		10,000				\$10,000
	Replacement of Line Cruiser	44,408	31,485	32,430	33,402		\$141,725
	Subtotal - Police Department	44,408	41,485	32,430	33,402	-	\$151,725
Totals		102,408	609,485	197,430	436,402	-	\$1,345,725

**** FY2021 - FY2024 - Projects were existing on old plan. Departments were asked to resubmit their five (5) year plan, and none were submitted.**

APPENDIX B
REVOLVING FUND REPORTS TO TOWN MEETING

Pines Recreation Boat Ramp Revolving Fund

FY19 Beginning Balance: \$ 9,822.19
Revenue through March 31, 2019: \$ 2,275.00
Expenses through March 31, 2019: (\$ 319.00)
Balance as of March 31, 2019: \$ 11,778.19

Zoning Board of Appeals Revolving Fund

FY19 Beginning Balance: \$369.13
Revenue through March 31, 2019: \$1,600.00
Expenditures through March 31, 2019: (\$1,602.46)
Balance as of March 31, 2019: \$366.67

Bagnall Summer Program Revolving Fund

FY19 Beginning Balance: \$180,394.31
Revenue through March 31, 2019: \$26,432.95
Payroll: (\$77,147.81)
Expenses: (\$64,503.20)
Balance as of March 31, 2019: \$65,176.25

Council on Aging Revolving Fund

FY19 Beginning Balance: \$13,213.07
Revenue through March 31, 2019: \$7,124.70
Expenditures through March 31, 2019: (\$5,243.57)
Balance as of March 31, 2019: \$15,094.20

Fire CPR Class Revolving Fund

FY19 Beginning Balance: \$249.64
Revenue through March 31, 2019: \$100.00
Expenditures through March 31, 2019: (\$0.00)
Balance as of March 31, 2019: \$349.64

Pines Maintenance Revolving Fund (Established at the Dec. 3, 2018 STM)

FY19 Beginning Balance: \$0.00
Revenue through March 31, 2019: \$0.00
Expenditures through March 31, 2019: (\$0.00)
Balance as of March 31, 2019: \$0.00

Veasey Memorial Park Revolving Fund

Veasey Memorial Park FY 2019 Revolving Fund Financial Report

As of April 2, 2019

<u>Expenditures</u>	<u>Budget</u>	<u>Actual</u>	<u>Percent</u>
Utilities	<u>FY 19</u>	<u>Spent</u>	<u>of Budget</u>
Main Building			
Heat (gas)	\$3,000	\$ 2,530.00	84.33%
Electricity	\$6,000	\$ 4,757.42	79.29%
Internet /Phone /TV	\$2,000	\$ 1,688.18	84.41%
Water	\$1,000	\$ 648.38	64.84%
Alarm Telephone	\$700	\$ 240.00	34.29%
Alarm	\$450	\$ 420.00	93.33%
Outbuildings and grounds			
Electricity	\$800	\$ 626.25	78.28%
Water	\$500	\$ 240.55	48.11%
Maintenance			
Heating Systems			
Main Building	\$300	\$ 659.34	219.78%
199 Washington	\$300		0.00%
Good Shepherds Cottage	\$300	\$ 218.99	73.00%
Other Systems	\$600		0.00%
Septic Systems			
Main Building	\$210	\$ 235.00	111.90%
199 Washington	\$210	\$ 235.00	111.90%
Good Shepherds Cottage	\$210	\$ 230.00	109.52%
Professional Services			
Events Coordinator	\$20,000	\$ 12,834.00	64.17%
Marketing	\$3,000	\$ 3,410.68	113.69%
Facilities and Grounds Manager	\$20,800	\$ 15,200.00	73.08%
Housekeeping	\$5,500	\$ 6,110.00	111.09%
Carpet Cleaning	\$520	\$ 725.00	139.42%
Special Cleaning Projects	\$100	\$ -	0.00%
Field Cutting	\$0	\$ -	
Supplies			
Administrative	\$900	\$ 777.69	86.41%
Housekeeping	\$400	\$ 585.19	146.30%
Hospitality	\$200	\$ 162.29	81.15%
Facilities	\$1,600	\$ 1,354.91	84.68%
Wine and Art	\$4,000	\$ 4,243.52	106.09%
Miscellaneous			
misc repairs	\$700	\$ 683.85	97.69%
refunds	\$500	\$ 500.00	100.00%
Capital Projects			
199 Washington Rehab	\$5,500	\$ 5,529.32	100.53%
Parking lot lines	\$1,200	\$ 1,200.00	100.00%
Gutters	\$3,500	\$ 3,240.00	92.57%
Windows and painting	\$1,000	\$ 980.00	98.00%
Fireplace Insert	\$6,500	\$ 6,540.00	100.62%
Insurance			
General insurance contribution	\$2,500	\$ 2,428.77	97.15%
Total		\$95,000 \$ 79,234.33	83.40%

Veasey Memorial Park FY 2019 Revolving Fund Financial Report

As of April 2, 2019

<u>Revenue</u>	<u>Goal</u> <u>FY 19</u>	<u>Actual</u> <u>Rec'd</u>	
Tenants			
199 Washington St	\$ 20,100	\$ 10,800.00	53.73%
Good Sheppherd Cottage	\$ 13,800	\$ 10,350.00	75.00%
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	\$ 1,200.00	100.00%
		\$58,560	
Long Term Partners			
Girl Scouts	\$ 100		0.00%
VFW/Legion	\$ 900	\$ 900.00	100.00%
Visions	\$ 700	\$ 700.00	100.00%
		\$ 1,700	
Single Use /Events	\$ 20,000	\$ 22,998.56	114.99%
		\$ 20,000	
Fundraising			
Cultural Council	\$ -		
Wine and Art	\$ 13,000	\$ 12,492.59	96.10%
Friends of Veasey	\$ 1,000		0.00%
Donations	\$ 740		0.00%
		\$ 14,740	
Total Income		\$95,000 \$ 77,261.15	81.33%

Cash Position

On-hand at end of FY Year 18	\$ 2,748.35
Revenue Year to Date FY 2019	\$ 77,261.15
Expenditures Year to Date FY 2019	\$ 79,234.33
On hand April 2, 2019 FY 2019	\$ 775.17

APPENDIX C

Massachusetts General Laws, Chapter 39, Section 23D

- (a) Notwithstanding any general or special law to the contrary, upon municipal acceptance of this section for 1 or more types of adjudicatory hearings, a member of any municipal board, committee or commission when holding an adjudicatory hearing shall not be disqualified from voting in the matter solely due to that member's absence from no more than a single session of the hearing at which testimony or other evidence is received. Before any such vote, the member shall certify in writing that he has examined all evidence received at the missed session, which evidence shall include an audio or video recording of the missed session or a transcript thereof. The written certification shall be part of the record of the hearing. Nothing in this section shall change, replace, negate or otherwise supersede applicable quorum requirements.
- (b) By ordinance or by-law, a city or town may adopt minimum additional requirements for attendance at scheduled board, committee, and commission hearings under this section.

Massachusetts General Laws, Chapter 59, Section 57A

Section 57A. In any city or town that accepts this section, notwithstanding sections 23D, 57 or 57C, a notice of preliminary tax or actual tax bill for real estate or personal property taxes, in an amount not in excess of \$100, shall be due and payable in 1 installment and if unpaid after the day the first installment of the notice of preliminary tax or actual tax bill for the year is due, shall be subject to interest at the same rate and from the same date as any delinquent preliminary or actual tax first installment.

Massachusetts General Laws, Chapter 59, Section 5, Clause 54

Fifty-fourth. Personal property, if less than an amount established by the city or town, but not in excess of \$10,000 of value. This clause shall take effect upon its acceptance by a city or town, which shall establish a minimum value of personal property subject to taxation and may modify the minimum value by vote of its legislative body.

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.

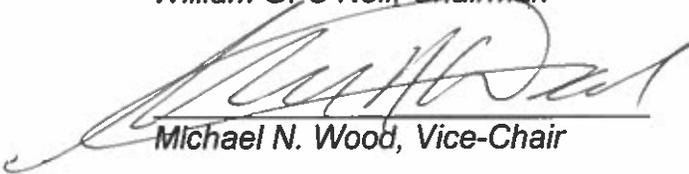
Given under our hands this 8th day of April in the year of our Lord two thousand nineteen.



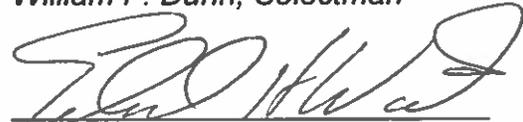
William G. O'Neil, Chairman



William F. Dunn, Selectman



Michael N. Wood, Vice-Chair



Edward H. Watson, 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
2018-2019**

BOARD OF SELECTMEN

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

Lisa Dube Carpenter – resigned effective November 2018

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
John Osborne	2021
Vacant	2021
Vacant	2019
Joseph D'Amore, Alternate Member	2019
Susan Yaskell, Alternate Member	2019