

TOWN OF GROVELAND

ANNUAL TOWN REPORT 2022





IN MEMORIAM

We are deeply saddened by the death of James M. Sheehan, Water and Sewer Commissioner, who passed on December 19th, 2021.

James was a Groveland resident for his entire life and was deeply passionate about giving back to his community. He started on the Groveland Fire Department in 1986 and retired as a Captain of the Department in 1998. In 1996, he officially graduated from the Massachusetts Fire Academy, and he was also certified as an EMT.

He was elected to the Water and Sewer Commission in 2002, where he served until his passing in 2021. During this time, he was involved in many town projects, such as the Water Tower on Wood Street and the Solar Field on Main Street. His love and dedication for Groveland shines through the 30+ years of service that he lovingly devoted, and his memory is embedded into the fabric of the Town now and always.

Table of Contents

INTRODUCTION.....	1
Board of Selectmen	3
Town Clerk.....	6
Finance Board.....	8
Town Meeting.....	12
Board of Assessors	14
Accountant	16
Treasurer	26
Cable Department	28
Fire Rescue.....	29
Police	31
Highway Department.....	35
Cemetery Commission	36
Water and Sewer Commission	37
Inspectional Services	38
Board of Health	39
Economic & Community Development	42
Planning Board	43
Master Plan Steering Committee	44
Zoning Board of Appeals	44
Elm Square Committee	45
Historic Commission	45
Recreation Committee	46
Community Preservation Committee	47
Conservation Commission.....	49
Cultural Council	52
Council on Aging.....	53
Library Board of Trustees.....	56

Pentucket Regional School District	57
Pentucket Regional High School	58
Pentucket Regional Middle School	58
Dr. Elmer S. Bagnall Elementary School	59
Grants	61
APPENDIX	65
APPENDIX A: Board and Committees Town Appointments, Elected Officials and Terms	66
APPENDIX B: May 2, 2022 Local Election Results	73
APPENDIX C: 2021 Special Town Meeting Warrant	77
APPENDIX D: 2022 Annual Town Meeting Warrant	82
APPENDIX E: Organizational Charts	137

INTRODUCTION

From the Desk of the Town Administrator

Fiscal Year 2022 brought many firsts for the Town of Groveland. I am honored to serve as the first Town Administrator for the Town of Groveland, and am excited about the opportunity and eager to serve in this new capacity. I have had the pleasure of working with the Town as the Economic Development Director and Town Planner over the last few years. Through these roles I have been fortunate to see the Town develop and take strides towards creating a more efficient and professional town government. My goal is to help further those efforts and provide quality services, leadership, and accountability, and perform in a manner warranting the highest level of public confidence.

Since taking my position in November of 2021 there has been a focus on the strategic vision and the long-term mission of Groveland. There has been an emphasis on bringing back structure in the day-to-day operations, while also being mindful of the long-term plans of the Town. We also worked towards cultivating public engagement and improving the way in which we share and interact with the residents.

One way in which we prioritized these goals was by improving our website. Working with John Guilfoil Public Relations we provided much needed upgrades to the website. We modernized features and performed a branding initiative. This effort spanned multiple departments, which included the Langley-Adams Library, Fire Department, Police Department and the Water and Sewer Department. Each now have their own website and logo. The websites complement each other and provide a modern theme. All websites are linked providing residents a smooth transition. Most importantly, the new Town Hall website now offers improved ways to share information with residents and they can easily navigate the site. Additionally, residents can communicate with the Town more effectively. Through the use of MIMAP, an interactive GIS mapping platform, we offer residents the ability to share zoning concerns, infrastructure needs and development issues. There is now an online form to ask trash and recycling related questions and to report missed trash pick-ups. This alleviates the burden of residents reporting to Waste Management and has resulted in the issue being remedied quickly. Lastly, there is the general public input tool allowing residents to ask questions, seek information and get a response from the appropriate Town personnel.

This year we also began a number of longer-term projects. I am very excited for the Comprehensive Master Plan process and for the meaningful community engagement that has already begun this year. Together we are crafting a blueprint for the future of the Town. I am also eager to see the end results of our infrastructure upgrades, such as, the reconstruction of Uptack Culvert, sidewalks along Route 97/School Street and the signal at Route 97/School and Salem Street.

I am proud of the work we have been able to accomplish this year and thank our staff, boards, committees, and commissions for staying focused on their mission and getting important work done.

Sincerely,

Rebecca Oldham



TOWN of
GROVELAND
MASSACHUSETTS

Fiscal Year in Review



Board of Selectmen

Edward H. Watson, Chair

Kathleen Kastrinelis, Vice-Chair

William G. O'Neil (5/2020-5/3/2022)

Mark Parenteau (5/2022-5/2025)

Daniel J. MacDonald

Jason Naves

The Board of Selectmen is comprised of five members who are elected, for three-year terms, in the Annual Town Election. As the Chief Elected and Executive Officers of the Town, the Board of Selectmen members are vested with all the municipal authority not specifically retained by the Town's legislative body, town meeting, or other elected boards.

The Board of Selectmen is responsible for all facets of governmental duties. The Warrants for the Annual and Special Town Meetings are generated from their office. They also issue the Warrants for any elections or override votes scheduled. The Board works together

with the Finance Board members to establish the annual operating budget for the Town and to provide a stable economic environment for its citizens. They adopt town administrative policies and provide a valuable link to other boards through their liaison system.

The Board of Selectmen appoint residents to various official boards and commissions; approve all employee hirings; hold public hearings on important town issues and enforce town bylaws and regulations.

The Board of Selectmen is the statutory licensing agents for the Town, and in this capacity, they authorize new licenses, hold hearings to consider infractions of existing licensees, and approve renewals. Licenses include common victualler, automatic amusement, entertainment, Class I, Class II & Class III auto, alcohol and special one day alcohol. They also supervise and approve all earth removal permits issued within the Town.

Licenses for 2022

1 CLUB LICENSE
4 RETAIL PACKAGE GOODS STORE LICENSES
2 GENERAL ON PREMISE LICENSE
2 COMMON VICTUALER LICENSES
5 CLASS II AUTO LICENSES

Capital Improvement Committee

In Fiscal Year 2022, the membership of the Capital Improvement Committee was below three members, therefore the authority for making decisions regarding capital improvements for the Town reverts to the Board of Selectmen, per the General Bylaw Sec. 2-122.

FISCAL YEAR 2022 CAPITAL IMPROVEMENT PLAN & 5 YEAR CAPITAL PLAN

<u>DEPARTMENT</u>	<u>Project</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>Totals</u>
		<u>Requested</u>						
BAGNALL IMPROVEMENTS	Replace Johnson Control Unit	150,000						150,000
	Install Generator Café, Kitchen, Gym	100,000						100,000
	Fire Alarm System Upgrade	50,000						50,000
	R&R Restroom Fixtures	150,000						150,000
	Grind/Topcoat Drive/Front Parking Lot	75,000						75,000
	Library & Lab Carpet		20,000					20,000
	Replace PA System/VOIP System		75,000					75,000
	Subtotal - Bagnall	525,000	95,000					620,000
CEMETERY DEPARTMENT	John Deere Z920M mower	12,000						12,000
	Tractor with front bucket		35,000					35,000
	John Deere Z920M mower w/bagger				15,000			15,000
	Subtotal- Cemetery Department	12,000	35,000		15,000			62,000
COUNCIL ON AGING	Handicap Access Van	60,000						60,000
	Subtotal - Council on Aging	60,000						60,000
FACILITIES	Police/Fire Building Fascia Bd./EMS Shed Roof	100,000	100,000	100,000	100,000	100,000	100,000	600,000
	Small Pickup Truck		35,000					35,000
	Subtotal - Facilities	100,000	135,000	100,000	100,000	100,000	100,000	535,000
FIRE DEPARTMENT	Pumper Engine	500,000						500,000
	Jaws of Life	48,000						48,000
	Replace Squad 2		75,000					75,000
	Replace Car 1		75,000					75,000
	Subtotal - Fire Department	548,000	150,000					698,000
HIGHWAY DEPARTMENT	8-Ton Truck (Replacing 2006 Peterbilt)	180,000						180,000
	Backhoe (split between Highway/Water/Sewer)	180,000						180,000

** SHARED WITH GEORGETOWN - FUNDING IN BUDGET	Used Street Sweeper **		15,000		15,000	
	Stetco Catch Basin Cleaner	95,000				95,000
	Ford F550 1 ton Dump		85,000			85,000
	Cat 420 F Back Hoe			180,000		180,000
	Subtotal - Highway Department	375,000	85,000	180,000		735,000
POLICE DEPARTMENT	Replacement of Line Cruiser	51,500	52,000	53,000	53,500	316,500
	Subtotal - Police Department	51,500	52,000	53,000	53,500	316,500
LIBRARY	Carpeting	9,100				9,100
	Sub-total - Library	9,100				9,100
	Totals	1,680,600	562,000	333,500	154,000	3,035,600

American Rescue Plan Act (ARPA) funds provided the Town of Groveland with \$ 2,047,212.90. The Town has been utilizing these funds for capital related projects and has been able to replace aging infrastructure and fund capital projects that we were unable to in years past.

THE TOWN CONTINUES TO WORK ON CAPITAL PLANNING FOR THE UPCOMING FISCAL YEAR. THE FOCUS OF THIS EFFORT IS ON DEVELOPING A LONG-TERM FUNDING STRATEGY TO ENSURE ADEQUATE CAPITAL RESOURCES AND CONTINUED DELIVERY OF SERVICES.

Town Clerk

Elizabeth Cunniff, Town Clerk
Julie Fabri, Assistant Town Clerk

BOARD OF REGISTRARS

Susan D'angelo, Republican
M. Kathleen Greaney, Unenrolled

A thank you to Shauna Gray, the first Assistant Town Clerk who started in August 2021, her stay was short as she moved on to follow her passion of working with children at the Dr. Elmer S Bagnall School, I wish her well. Julie Fabri filled the position of Assistant Town Clerk and I thank her for making the office successful in all it's endeavors. She is an asset to the Town of Groveland and much appreciated, I am so fortunate that she joined the Clerk's Office.

A Town Clerk's duties are mandated by Massachusetts General Laws. The Town Clerk is the Chief Election Official. The Clerk is responsible for all elections, the certification of election results, voter registration, certifying petitions and nomination papers. We take pride in serving the community honorably.

The Town Clerk conducts the annual census, the creation of the annual street listing, certifies residency, posts meeting notices, administers and records Oath of Office to elected and appointed town officials, tracks Open Meeting

Law and ethics compliance, certifies all votes taken at Town Meetings; submits bylaws to the Attorney General as needed per town meeting discussions. The Town Clerk keeps, maintains, and preserves all vital records.

The Town Clerk issues marriage licenses, dog licenses, storage of flammables permits, business certificates, raffle permits, yard sale permits and serves as the Chief Public Records Access Officer. As a member of the Massachusetts Town Clerk Association and North Shore City & Town Clerk's Association the office looks forward to continuing education classes, workshops, and conferences in 2023.

Goals for the coming year will be to continue to have permanent records preserved. The office will continue to increase the awareness and importance of dog registrations in cooperation with the Police Department. Looking forward, there will be a busy election year ahead; the office is hopeful that the expected legislative changes will increase voter participation.

Fiscal Year Elections 2022

- A Special Town Meeting, held on Monday December 6, 2021.
- The Annual Town Election, held on Monday, May 2, 2022.
- The Annual Town Meeting and Special Town Meeting, held on Monday, May 23, 2022.

To our election workers – Working together as a team is essential which you do remarkably well and you are amazing. I am impressed at your willingness to meet the challenges that the new laws may bring. I am grateful to each of you.

Groveland had 5,419 registered voters for the May 2, 2022 town election; 1,206 votes cast for a total turnout of 22.2%.

CALENDAR YEAR 2022 VITAL STATISTICS

VITAL	TOTAL	MALES	FEMALES
Births	57	28	29
Deaths	76	46	30
Marriage Intentions	22	Marriages	22

LICENSES/CERTIFICATES ISSUED/RECORD REQUESTS

Dog Licenses Issued	650	Birth Certificates	116
Dog Kennel Licenses	1	Marriage Certificates	75
Business Certificates	34	Marriage Intentions	22
Raffle Permits	1	Death Certificates	264
Yard Sales	8	Burial Certificates	13
Fuel Storage Permits	6		
Public Record Requests	102		

POPULATION AND VOTER TOTALS CALENDAR YEAR END 2022

Groveland Population	6320	Registered Voters	5475
Voter Detail:			
Precinct 1	Voters: 2510	Precinct 2	Voters: 2538
	In Active: 213		In Active: 214
	Non-Voters 412		Non-Voters 433
	Precinct 1 Totals 3135		Precinct 2 Totals 3185

Voter Breakdown:

Unenrolled-3697, Democrat-984, Republican-724, United Independent Party-21, Libertarian-17, MA Independent-7, Inter 3rd-6, American Independent-6, Green Rainbow-5, Conservative-3, Rainbow Coalition-1, Green Party USA-1, Constitution-1, Pirate-1, Working Families-1

For a detailed list of Board and Committees Town Appointments, Elected Officials and Terms see Appendix A. For the May 2, 2022 Local Election Results see Appendix B.

Finance Board

Ruth Rivard, Chairperson

Jim Scanlon, Vice Chair

Melissa Baker, Secretary

Theresa Dunn

Sarah McGrath

Susan Yaskell, Alternative Member

The Finance Board's prime responsibility is to make recommendations on all financial matters, including the budget, to town meeting. The Board has oversight responsibility for all municipal financial matters, as well as other statutory authority granted to them by our town bylaws.

To make the recommendations presented to Town Meeting, the Finance Board interviewed all town departments over seven public meetings. The Board had discussions with employees, volunteers, the Board of Selectmen and our Town Administrator ('TA'). The Board thoroughly reviewed the Pentucket Regional School District's ('PRSD') education budget. We also

listened carefully to our residents and taxpayers. The Board heard concerns about tax rates and made decisions that provide value for tax dollars.

Just like many communities, Groveland struggles to balance the dynamic of increasing requests for town services and the continued reality of moderately increasing revenues. This is further complicated by significant increases in education related costs. At 64% of the operating budget, education funding continues to be challenging. PRSD's three member towns (Groveland, Merrimac and West Newbury) aim to allocate a 3% annual increase to the operating budget. This year, Groveland's 3% increase left little funding for increases to other town services. In fact, we were forced to recommend several reductions. Part of that is because last year our PRSD assessment increased by 5.24% and we needed to take funds from our stabilization account to cover a portion of this increase. As a result, we are continuing to catch up this year.

The Finance Board, as well as the Board of Selectmen, voted unanimously to recommend an original as well as a revised budget this year. First, we voted a budget which assumed that the PRSD budget override would pass. After the failure of the override, we reconvened and voted a new budget that allocated a 3% increase to PRSD and, in turn, made some difficult town reductions. Ultimately, PRSD cut their budget by \$1.34 million, which lowered our assessment below the 3% target. With this lower assessment, we have sufficient funding to bring back the first voted budget which is \$105,000 over the budget that is presented to you in the posted warrant.

The good news in Groveland? The Town hired our first Town Administrator in accordance with the vote at last year's Annual Town Meeting. We are pleased to welcome Rebecca Oldham to the role. Rebecca has worked tirelessly in her first six months as our TA and skillfully assembled this budget and warrant. The Town also received just over \$2 million in ARPA (American Rescue Plan Act of 2021) funds. These funds have allowed us to make investments in capital equipment such as a new fire engine and a multi-use highway vehicle, while taking pressure off the annual budget to fund these expensive items. We have also deployed ARPA funds to complete a salary study. The Board plans to use this information to objectively guide us in the strategic planning to attract new and retain existing employees, while treating all staff fairly for the work they do.

The Board is working hard to balance the revenue increases confined to Proposition 2 ½ with the increasing demand and costs for goods and services. It is as important as ever to remain diligent and strategic in all planning and spending. Every decision matters. The Finance Board believes in a collaborative and respectful process. The Board is committed to active listening and informed decision making, while making thoughtful and fair recommendations to you, the residents and taxpayers of Groveland.

HOW TAX DOLLARS ARE SPENT		
Budget Category	Recommended Fiscal 2023	Percentage of Operating Budget
General Government	\$1,923,027	9.05%
Public Safety	\$2,143,282	10.09%
Education	\$13,552,405	63.80%
Public Works	\$1,627,855	7.66%
Human Services	\$259,669	1.22%
Library	\$286,172	1.35%
Debt Service	\$382,374	1.80%
Unclassified	\$1,068,309	5.03%
Total Recommended Budget*	\$21,243,093	100.00%

Finance Board Recommendations Contributions to Town Reserve Accounts

The table below summarizes our town's progress towards strengthening its fiscal position by increasing reserves in the town's Stabilization Funds. The overall goal is moving towards maintaining reserves of at least 10% of our operating budget to ensure the town's ability to maintain town services in the event of unforeseen financial costs. Assuming the recommended \$100,000 contribution, our Stabilization Funds (Stabilization and Capital Stabilization) would equal 9.3% of our operating budget, exclusive of the PRSD capital assessment.

This table also shows our continued progress to make payments to offset the significant deficit in the town's retirement fund identified by town auditors. Projections show our town's OPEB (Other Post-Employment Benefits) obligation is \$5,267,621 (inclusive of the enterprise funds).

Town Reserve Accounts	Amount Contributed FY2022	Amount Withdrawn FY2022	Amount Recommended FY2023	Projected Balance with FY23 Contributions
Stabilization	0	\$240,167	\$100,000	\$1,427,797
Capital Stabilization	0	0	0	\$349,893
Total Stabilization	-	-	-	\$1,777,690
OPEB	\$85,000	0	\$85,000	\$810,328

Finance Board recommendations on CPA Articles

As part of the budget review, the Finance Board carefully reviewed all proposals being submitted to the Annual Town Meeting for funding by the Community Preservation Act (CPA) funds. CPA funds are collected as a surcharge on the tax rate on an annual basis. The State provides matching funds to the amount collected from taxpayers. These funds may only be spent for specific purposes. The table below summarizes the Finance Board's recommendations on these articles.

	ARTICLE	REQUESTED AMOUNT (\$)	FINANCE BOARD RECOMMENDATION	DESCRIPTION
16	Establish a Walking Trail Entrance at the Pines	\$88,000	Favorable Action	This would create a safe walking/biking access to the Pines Recreation Area. Project to be managed by Town Planner and Town Administrator.
17	To fund an accessible lift at Veasey Memorial Park	\$ 214,000	Favorable Action	The funding would provide completion of the accessible lift in the main building of the park
18	To fund a feasibility study for Lucile's cottage	\$17,500	Favorable Action	The study would develop design and usage plans for the historic cottage at Veasey Park.
	TOTAL RECOMMENDED	\$319,500		

Appropriations from Free Cash

Free Cash represents the funds remaining from the operations of the previous fiscal year, as certified by the DOR. Remaining funds include unexpended free cash from the previous year, receipts in excess of estimates shown on the tax recap sheet, and unspent amounts in budget line items. A community will typically attempt to maintain a free cash balance of between 3 and 5 percent of its total budget.

BEGIN BALANCE:	FY22 FREE CASH	\$ 418,107
		Recommended
ARTICLE NO.	Purpose	Amount
20	Capital Upgrades at Bagnall School	\$ 75,000
21	Municipal Building Improvements	\$ 50,000
27	OPEB in Omnibus	\$ 85,000
28	Stabilization	\$ 100,000
29	Firefighter Grant Account (regional grant)	\$ 22,759
30	Aerial Photography	\$ 2,404
31	MS4 Stormwater Permit	\$ 35,000
32	Personnel Buy Back	\$ 25,000
TOTAL		\$ 395,163
	Remaining Free Cash	\$ 22,944



Pictured above: Completed Capital Upgrades at the Bagnall Elementary School

Town Meeting

Special Town Meeting

A Special Town Meeting was held in December 2021. The most notable item was Article 7 and the vote to transfer \$111,657 from the Stabilization Fund to the Pentucket Supplemental Assessment line item. This was due to the removal of American Rescue Plan Act of 2021 (ARPA) Elementary and Secondary School Emergency Relief (ESSER) 2 funds as an allowable revenue source which impacted the Town's allocation to the assessment.

<i>Article 1</i>	Transfer \$32,000 from the Stabilization Fund to the Personnel Buy Back Account
<i>Article 2</i>	Transfer \$15,000 from the Stabilization Fund to the Consultant Expense Account for a Consultant Treasurer
<i>Article 3</i>	Transfer \$6,510 from the Stabilization Fund to the Public Health Salary Account
<i>Article 4</i>	Transfer \$41,168.38 from Fiscal Year 2022 Sewer Enterprise Department Retained Earning to offset the Haverhill Capital Bond Expense for a funding shortfall
<i>Article 5</i>	Accept Graeme Way as a Public Way
<i>Article 6</i>	Accept Atwood Lane as a Public Way
<i>Article 7</i>	Transfer \$111,657 from the Stabilization Fund to the Pentucket Supplemental Assessment line item
<i>Article 8</i>	Transfer \$75,000 from the Stabilization Fund to make capital upgrades at the Bagnall Elementary School

A copy of the full warrant for the 2021 Special Town Meeting can be found in Appendix C.

Annual Town Meeting

Annual Town Meeting is held on the last Monday in April as required under the General Bylaw. However, this year the Annual Town Meeting was held on May 23, 2022. The Board of Selectmen voted to hold the meeting in May due to staffing transitions and time needed to prepare the warrant. There were also concerns with the proposed override from the Pentucket Regional School District and the impact of a failed override on the Town's operational budget.

Merrimac, Groveland and West Newbury make up the Pentucket Regional School District. West Newbury could allocate the full Fiscal Year 2023 \$7.3 million Pentucket assessment in its \$18 million operating budget at Town Meeting on May 14, 2022. However, Groveland and Merrimac would require a Proposition 2½ override in order to fund their assessment. Voters were asked to approve a \$470,000 override in Merrimac and a \$426,838 override in Groveland to fully fund its respective \$8.1 million and \$9.3 million Pentucket assessments. However, both measures failed to pass at the Towns' election on May 5, 2022. Per the Regional Agreement two of the three towns must approve of the assessment otherwise the District must adjust their proposed budget.

The Pentucket Regional School Committee had to cut approximately \$1.34 million from the district's proposed \$49.2 million operating budget. It is assumed that the District will propose an override in Fiscal Year 2024.

The Town projected Fiscal Year 2023 year revenues at \$21,243,161. Town Meeting approved an operating budget of \$ 21,159,514. The total education line item, Whitter Regional School District and Essex Technical included, totaled \$13,363,679. About 63% of the entire operating budget.

ZONING BYLAW ARTICLES

ARTICLE 14 AMEND THE ZONING BYLAW SECTION 50-2.1 TERMS DEFINED TO INCLUDE CARETAKER'S UNIT

ARTICLE 15 AMEND THE ZONING BYLAW SECTION 50-4.5 TABLE OF USES TO INCLUDE CARETAKER'S UNIT

GENERAL BYLAW ARTICLES

ARTICLE 8 AMEND GENERAL BYLAWS SECTION 6-1, BUILDING NUMBERING

ARTICLE 9 AMEND GENERAL BYLAWS SECTION 4-3, HOURS OF CONSTRUCTION

ARTICLE 10 ADD GENERAL BYLAWS SECTION 8-23, FENCES

ARTICLE 11 AMEND GENERAL BYLAWS SECTION 2-41, SENIOR CITIZEN PROPERTY TAX WORK-OFF PROGRAM

ARTICLE 12 AMEND GENERAL BYLAWS SECTION 2-41A OF THE GENERAL BY-LAWS, THE VALOR ACT PROPERTY TAX WORK-OFF PROGRAM

ARTICLE 13 AMEND GENERAL BYLAWS SECTION 2-143A, COUNCIL ON AGING

COMMUNITY PRESERVATION ARTICLES

ARTICLE 16 APPROPRIATE FROM RECREATION TO ESTABLISH A WALKING TRAIL ENTRANCE TO THE PINES RECREATION AREA

ARTICLE 17 APPROPRIATE FROM HISTORIC PRESERVATION TO ADD AN ACCESSIBLE LIFT AT VEASEY PARK

ARTICLE 18 APPROPRIATE FROM HISTORIC PRESERVATION TO DEVELOP DESIGN AND USAGE PLANS FOR LUCILE'S COTTAGE

A copy of the full warrant for the 2022 Annual Town Meeting can be found in Appendix D.

Board of Assessors

Julie Yebba, Assessing Manager

William Darke, Chair

Dana Moody

The Assessor's primary responsibility is to find the "full and fair cash value" of all properties in the Town. The Assessors use a mass appraisal technique, along with data collection, new sales and building permits to establish annually assessed values. The assessment date is January 1, 2021, for fiscal year 2022. The town's fiscal year is July 1, 2021, to June 30, 2022. Property values are based on calendar year 2020 sales.

The importance of the assessor's office is reflected by the Town's dependence on property taxes and new growth component of the tax levy. The Board would like to thank the homeowners who have cooperated with our cyclical and permit inspections. Cyclical inspections are required for each improved property once every nine years. Inspections for building permits are done every year for the prior year's permits. Assuring all property record cards are complete and accurate allows this office to assess each taxpayer fairly.

Below is a table of the fiscal year 2022 parcel counts, valuations, and taxes for the property classes in Town. The increase in value of the town is an indication of a strong real estate market:

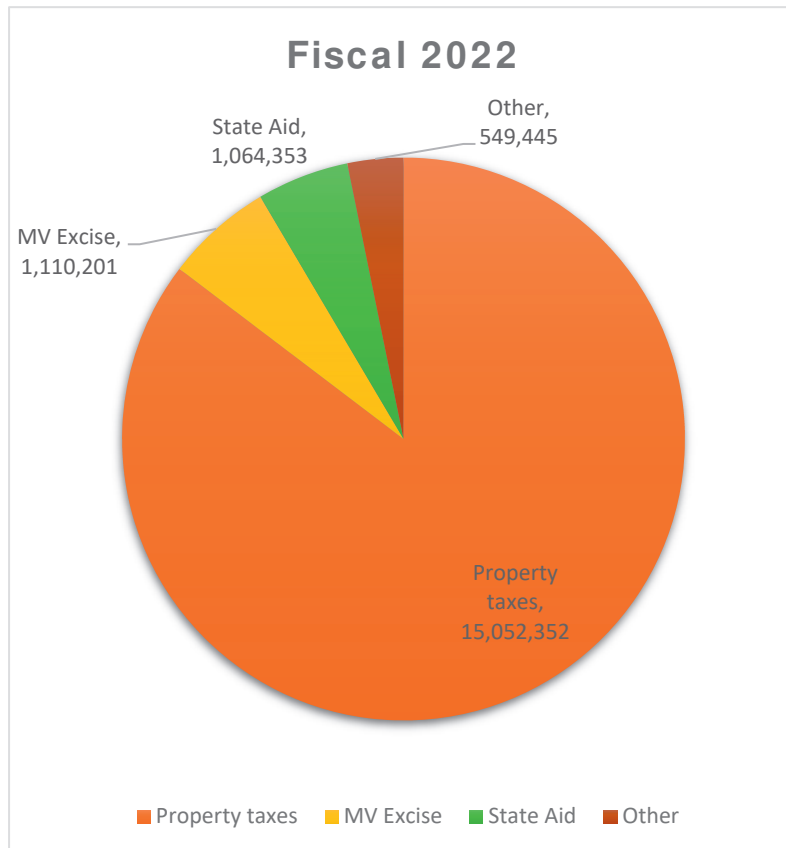
	PARCEL COUNT	ASSESSED VALUE BY CLASS	TAX RATE	TAX BY CLASS	% OF TOTAL VALUE
RESIDENTIAL	2,530	\$ 1,147,095,764	\$14.47	\$16,598,475	93.37%
OPEN SPACE	0	0	0	0	0%
COMMERCIAL	83	\$ 30,924,543	\$14.47	\$ 447,478	2.51%
INDUSTRIAL	37	\$ 25,506,700	\$14.47	\$ 369,081	2.07%
PERS PROPERTY	63	\$ 24,969,980	\$14.47	\$ 361,315	2.03%
EXEMPT	129	\$ 95,150,000	0	0	0%
TOTAL	2593	\$ 1,228,496,987	0	\$17,776,351	100.00%

As always, the Board feels it is important for all taxpayers to remember that the Board of Assessors do not raise or lower your taxes, the tax bills are determined by the amount appropriated at each town meeting. The assessors determine your share of the amount voted by calculating your property's value. Real estate values are compiled from actual sales that have occurred in Town, so the buyers and sellers are setting the future values for properties within the Town.

The following chart lists the average single-family tax bill for the past six fiscal years.

FISCAL YEAR	TAX RATE	AVG. SINGLE FAMILY VALUE	AVG. TAX BILL
2022	\$14.47	\$510,212	\$7,382
2021	\$14.72	\$463,534	\$6,823
2020	\$14.05	\$445,720	\$6,262
2019	\$14.35	\$426,300	\$6,117
2018	\$14.69	\$402,000	\$5,905
2017	\$14.68	\$387,400	\$5,687

Property taxes generate 85% of the revenue and excise makes up 6% of the taxes collected for the Town. The Assessors' office is responsible for property taxes and motor vehicle excise bills. The chart below shows a breakdown of revenue used for budgeting.



The Assessor's office is open to the public Monday through Thursday 8:00 a.m. to 4:00 p.m. The office is able to provide abutter's lists, property record cards and mapping through email or USPS upon request. This office also processes and issues abatements and exemptions for both real estate and motor vehicle excise bills. The assessors' database can be accessed on the Town's website along with downloadable forms and maps.

Accountant Department

Ellen Petrillo, Town Accountant

The Town Accountant provides the controllership and audit functions for the Town and its departments and agencies. The Accounting Department protects the fiduciary interests of the Town by ensuring that the financial records are accurately maintained and preserved; supervising and monitoring the expenditure of Town funds; utilizing sound accounting practices; and



performing all other auditing and accounting functions pursuant to the Town Charter, Town Bylaws, and laws of the Commonwealth of Massachusetts.

The accounting office continues to maintain monthly reconciliations for all fund balance sheet accounts, including reconciling cash and receivable balances with the Treasurer and Enterprise Funds on a regular basis. In Fiscal Year 2022 reconciliation processes have been improved by the implementation of new billing software for the Water & Sewer Departments as well as learning more ways to utilizing our software to its fullest abilities for more accurate and timely reporting of fund balances, articles, and budgets.

The accounting office has worked closely with all Department Heads to ensure timely and accurate warrant processing and to review all budget and expense balances monthly. All Fiscal Year 2022 State filing requirements have been completed in a timely and accurate manner.

Fiscal Year 2022 audit work was completed on December 8, 2022. The final audited financial statements should be released March 2023.

Per MA Municipal Law Chapter 41, section 61 - Annual Report

The town accountant shall make an annual report, to be published as a Town document, giving a statement of all receipts and expenditures of the Town for the past financial year, including those of funds managed by trustees or commissioners for the town and showing also the amount of each specific appropriation, the expenditures therefrom, and the purpose for which money has been spent; and said statement shall be arranged in accordance with the classifications has been spent; and said statement shall be arranged in accordance with the classifications prescribed by the director of accounts. Such report shall contain a statement of any change in the amount of the Town debt during the year and a list of indebtedness incurred and unpaid at the end of the financial year.

TOWN OF GROVELAND, MASSACHUSETTS
Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2022
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups	All Fund Types
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long-term Debt	Total
<u>ASSETS</u>							
Cash and cash equivalents	1,897,914	6,151,312	25,541	5,494,932	3,053,413		16,623,111
Receivables:							
Personal property taxes	8,244						8,244
Real estate taxes	120,434	2,999					123,433
Allowance for abatements and exemptions	(390,821)						(390,821)
Betterments				107,813			107,813
Tax liens	403,579						403,579
Motor vehicle excise	101,764						101,764
User fees				224,725			224,725
Amounts to be provided - payment of bonds				2,795,000		2,910,000	5,705,000
Total Assets	<u>2,141,113</u>	<u>6,154,310</u>	<u>25,541</u>	<u>8,622,470</u>	<u>3,053,413</u>	<u>2,910,000</u>	<u>22,906,848</u>
<u>LIABILITIES AND FUND EQUITY</u>							
Liabilities:							
Warrants payable	111,122	119,014		362,585	600		593,320
Accrued payroll and withholdings	149,588	34,320		49,895	6,396		240,200
Other liabilities				183,628	35,008		218,636
Deferred revenue:							
Real and personal property taxes	(262,143)	2,999					(259,144)
Betterments				107,813			107,813
Tax liens	403,579						403,579
Motor vehicle excise	101,764						101,764
User fees				224,725			224,725
Notes payable			120,781	360,000			480,781
Bonds payable				2,795,000		2,910,000	5,705,000
Total Liabilities	<u>503,909</u>	<u>156,333</u>	<u>120,781</u>	<u>4,083,645</u>	<u>42,004.15</u>	<u>2,910,000</u>	<u>7,816,673</u>
Fund Equity:							
Reserved for encumbrances	5,671			57,450			63,121
Reserved for expenditures	410,163	679,443		70,000			1,159,606
Reserved for continuing appropriations	34,624	777,714		77,465			889,802
Reserved for petty cash	400			650			1,050
Reserved for Habitat Mgmt Fund				17,216			17,216
Reserved for premiums		44,957					44,957
Designated: CPA Open Space		411,350					411,350
Designated: CPA Historical		(31,932)					(31,932)
Designated: CPA Community Housing		404,695					404,695
Designated: CPA Administrative Expense		58,949					58,949
Designated: Depreciation Fund				2,667,379			2,667,379
Designated: Stabilization Fund				969,114	1,657,599		2,626,713
Designated: OPEB Liability Fund				433,539	558,762		992,301
Undesignated fund balance	1,186,346	3,652,801	(95,240)		795,047		5,538,955
Unreserved retained earnings				246,011			246,011
Total Fund Equity	<u>1,637,204</u>	<u>5,997,977</u>	<u>(95,240)</u>	<u>4,538,824</u>	<u>3,011,409</u>	<u>-</u>	<u>15,090,174</u>
Total Liabilities and Fund Equity	<u>2,141,113</u>	<u>6,154,310</u>	<u>25,541</u>	<u>8,622,470</u>	<u>3,053,413</u>	<u>2,910,000</u>	<u>22,906,848</u>

TOWN OF GROVELAND
COMBINED STATEMENT OF ACTIVITIES - ALL FUND TYPES AND ACCOUNT GROUPS
FOR THE FISCAL YEAR ENDED JUNE 30, 2022
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	All Fund Types
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Total
REVENUES						
Personal Property Taxes	362,892					362,892
Real Estate Taxes	17,357,856					17,357,856
Excise Taxes	1,094,290					1,094,290
Community Preservation Taxes		423,002				423,002
Penalties and interest on taxes	341,924					341,924
Payments in lieu of taxes	63,073					63,073
Charges for Services				7,693,282		7,693,282
Other Department Revenue	94,739					94,739
Licenses and Permits	198,643					198,643
Federal Revenue		739,270				739,270
State Revenue	1,001,919	709,239	93,380			1,804,538
Fines and Forfeitures	38,112					38,112
Miscellaneous Revenues	40,614	881,364		306,637	179,230	1,407,845
Earnings on Investments	9,966	(23,843)		(240,827)	(96,173)	(350,877)
Bond Proceeds			120,781	360,000		480,781
Other Financing Sources						-
Total Revenues	<u>20,604,028</u>	<u>2,729,032</u>	<u>214,161</u>	<u>8,119,092</u>	<u>83,057</u>	<u>31,749,370</u>
EXPENSES						
Salaries and Wages	3,078,873	345,527		1,298,489		4,722,889
Expenditures	15,109,557	1,675,206	208,428	7,091,881	96,832	24,181,904
Capital Outlay	222,726	148,500		278,619		649,845
Debt Service	387,212		104	341,731		729,047
Unclassified	1,534,671					1,534,671
Other Financing Uses	-		120,781	360,000		480,781
Total Expenses	<u>20,333,039</u>	<u>2,169,233</u>	<u>329,313</u>	<u>9,370,720</u>	<u>96,832</u>	<u>32,299,137</u>
Transfers, Net	<u>295,595</u>	<u>(8,788)</u>	<u>(6,640)</u>	<u>(40,000)</u>	<u>(240,167)</u>	<u>-</u>
CHANGE IN NET POSITION	566,584	551,011	(121,792)	(1,291,628)	(253,942)	(549,767)
NET POSITION:						
Beginning of Year	<u>1,070,620</u>	<u>5,446,966</u>	<u>26,552</u>	<u>5,830,452</u>	<u>3,265,351</u>	<u>15,639,941</u>
End of Year	<u>\$ 1,637,204</u>	<u>\$ 5,997,977</u>	<u>\$ (95,240)</u>	<u>\$ 4,538,824</u>	<u>\$ 3,011,409</u>	<u>\$ 15,090,174</u>

**TOWN OF GROVELAND
GENERAL FUND APPROPRIATIONS VS. EXPENDITURES
FOR THE FISCAL YEAR ENDED 06/30/2022**

Line Item	Appropriated FY'22	Budgetary Transfers FY'22	Expended FY'22	Unexpended FY'22
GENERAL GOVERNMENT				
MODERATOR				
Stipend	100	-	-	100
1 Total Moderator Budget	\$ 100	\$ -	\$ -	\$ 100
SELECTMEN				
Selectmen's Stipend	7,500	-	3,000	4,500
Admin. Asst. Salary	24,700	(13,000)	11,570	130
2 Total Salaries	\$ 32,200	\$ (13,000)	\$ 14,570	\$ 4,630
Town Audit	25,000	-	25,000	-
Consulting Services	-	9,225	9,225	-
Reserve Fund	30,000	(9,000)	-	21,000
Association Fees	1,500	-	1,364	136
Town Reports	1,850	1,000	2,779	71
Minutes Clerk	3,000	-	1,260	1,740
Expenses	1,000	-	844	156
3 Total Expenses	\$ 62,350	\$ 1,225	\$ 40,472	\$ 23,103
Total Selectmen	\$ 94,550	\$ (11,775)	\$ 55,042	\$ 27,733
FINANCE DEPARTMENT				
Finance Director's Salary/Town Administrator	120,000	(38,970)	77,782	3,248
Treasurer/Collector	75,000	14,000	88,960	40
Asst. Treasurer/Collector's Salary	43,042	(9,000)	33,199	843
Treasury/Collection Clerk	15,000	3,000	17,686	314
4 Total Salaries	\$ 253,042	\$ (30,970)	\$ 217,627	\$ 4,445
Tax Title Treasury/Collection	1,500	-	-	1,500
Education and Association Fees	3,000	-	1,007	1,993
Postage	16,000	-	15,946	54
Pavroll Fees	4,500	500	4,739	261
Office Expense	3,200	-	3,160	40
Online Payment Fees	600	1,000	506	1,095
Personnel Expenses	500	-	500	-
5 Total Expenses	\$ 29,300	\$ 1,500	\$ 25,857	\$ 4,943
Total Finance Department	\$ 282,342	\$ (29,470)	\$ 243,483	\$ 9,389
TOWN ACCOUNTANT				
Accountant's Salary	88,950	-	88,950	-
6 Total Salaries	\$ 88,950	\$ -	\$ 88,950	\$ -
Office Expenses	1,500	-	1,500	-
Education and Association Fees	2,000	-	1,706	294
7 Total Town Accountant	\$ 92,450	\$ -	\$ 92,156	\$ 294
BOARD OF ASSESSORS				
Assessor's Stipends	1,500	-	255	1,245
Assessors' Manager's Salary	57,730	-	57,730	-
8 Total Salaries	\$ 59,230	\$ -	\$ 57,985	\$ 1,245
Expenses	2,000	-	1,869	131
Revaluation Maintenance	40,000	-	38,800	1,200
Personal Property Appraisals	7,500	-	-	7,500
Software & Licenses	7,250	-	7,200	50
Maps - Updating	7,500	-	4,893	2,607
9 Total Expenses	\$ 64,250	\$ -	\$ 52,762	\$ 11,488
Total Board of Assessors	\$ 123,480	\$ -	\$ 110,747	\$ 12,733
TOWN COUNSEL				
Legal Expense	72,000	(9,500)	37,138	25,362
10 Total Town Counsel	\$ 72,000	\$ (9,500)	\$ 37,138	\$ 25,362
TECHNOLOGY				
Computer Hardware Maint & Lic Fees	58,000	37,000	74,669	20,331
Hardware & Software Expense	5,000	-	4,357	643
11 Total Technology Department	\$ 63,000	\$ 37,000	\$ 79,026	\$ 20,974
TOWN CLERK				
Town Clerk's Salary	62,486	-	62,486	-
Assistant Town Clerk	10,920	-	8,117	2,804
Poll Workers	8,500	(1,400)	3,271	3,829
12 Total Salaries	\$ 81,906	\$ (1,400)	\$ 73,874	\$ 6,633
Election Expenses	8,058	-	8,058	-
Education Expenses	1,200	-	1,200	-
Office Expenses & Supplies	7,441	-	7,441	-
13 Total Expenses	\$ 16,699	\$ -	\$ 16,699	\$ -

Line Item	Budgetary			
	Appropriated FY'22	Transfers FY'22	Expended FY'22	Unexpended FY'22
Total Town Clerk	\$ 98,605	\$ (1,400)	\$ 90,573	\$ 6,633
ECONOMIC DEV., PLANNING & CONSERVATION				
Director of Economic Development, Planning & Conserv	55,221	(6,000)	48,874	347
Conservation Agent	42,000	(21,500)	20,108	392
Conservation Stipends	1,400	(1,400)	-	-
Planning Board Member Stipends	1,800	-	-	1,800
14 Total Salaries	\$ 100,421	\$ (28,900)	\$ 68,981	\$ 2,540
Conservation Expenses	3,300	15,045	17,844	501
Planning Expenses	7,000	-	7,000	-
Merrimack Valley Planning Assessment	2,600	-	2,600	0
ZBA Contracted Services & Expenses	500	-	500	-
15 Total Economic Dev., Planning & Conservation	\$ 113,821	\$ (13,855)	\$ 96,925	\$ 3,041
MUNICIPAL BUILDINGS				
Custodian/Facilities Salaries	43,615	-	43,514	101
16 Total Salaries	\$ 43,615	\$ -	\$ 43,514	\$ 101
Lawn & Grounds	17,000	-	12,274	4,726
Public Relations - Town Wide	7,200	-	7,200	-
Utilities	110,000	2,500	108,867	3,633
Copier Lease & Supplies	9,400	(4,000)	4,604	796
Town Decor (Winter & Spring)	6,500	-	5,119	1,381
Repairs & Maintenance	35,000	-	35,000	-
Supplies	13,500	-	13,274	226
17 Total Expenses	198,600	(1,500)	186,339	10,761
Total Municipal Buildings	\$ 242,215	\$ (1,500)	\$ 229,852	\$ 10,863
INSURANCE				
Property & Casualty Insurance	214,000	6,000	216,901	3,099
Employee Group Life Insurance	3,000	-	2,114	886
Employee Group Health Insurance	535,500	-	528,057	7,443
18 Total Insurance	\$ 752,500	\$ 6,000	\$ 747,072	\$ 11,428

TOTAL GENERAL GOVERNMENT	\$ 1,935,063	\$ (24,500)	\$ 1,782,014	\$ 128,549
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PUBLIC SAFETY

POLICE DEPARTMENT

Chief's Salary	140,824	-	140,824	-
Deputy Chief's/Lieutenant's Salary	93,051	-	93,051	-
Sergeant's Salary	242,289	(38,993)	187,776	15,520
Patrolmen's Salary	463,642	-	450,742	12,900
Communication Salary	287,616	-	281,994	5,622
Training	20,000	-	15,760	4,240
Reserves	67,400	4,000	70,219	1,181
Overtime	52,947	-	41,299	11,648
Education Incentives	99,660	-	77,922	21,738
19 Total Salaries	\$ 1,467,429	\$ (34,993)	\$ 1,359,587	\$ 72,849
Harbormaster Expenses	500	-	-	500
Expenses	3,762	34,993	38,753	2
Supplies	9,182	-	9,182	0
Vehicle Maintenance	11,000	-	10,966	34
Equipment Maintenance	21,257	-	20,372	885
Firearms	3,500	-	3,257	243
Clothing Allowance	16,450	-	15,260	1,190
Association Fees	2,500	-	2,319	181
Communication Expenses	3,200	-	1,929	1,271
Training	10,500	-	6,845	3,655
Fuel	26,500	-	25,359	1,141
20 Total Expenses	\$ 108,351	\$ 34,993	\$ 134,241	\$ 9,103
Total Police	\$ 1,575,780	\$ -	\$ 1,493,828	\$ 81,952

FIRE DEPARTMENT

Chief's Salary	78,540	-	78,540	-
Firefighter Call Wages	122,000	28,100	146,115	3,985
Inspector's Salary	10,000	-	9,669	331
Mass Fire Academy Training	7,200	-	6,883	317
Drill Wages	43,500	(28,100)	14,771	629
EMS Recertification	5,000	-	4,835	165
21 Total Salaries	\$ 266,240	\$ -	\$ 260,812	\$ 5,428
Communications	8,000	-	7,169	831
Training Expense	3,000	-	2,666	334
Fire Equipment & Supplies	35,000	-	34,857	143
Fuel	8,500	-	7,818	682
Association Dues	3,400	-	3,000	400
Annual Testing & Inspecting	20,000	-	17,757	2,243
Medical Supplies	3,000	-	2,881	119

Line Item	Budgetary			
	Appropriated FY'22	Transfers FY'22	Expended FY'22	Unexpended FY'22
Vehicle & Equipment Maintenance	20,000	-	18,996	1,004
22 Total Expenses	\$ 100,900	\$ -	\$ 95,143	\$ 5,757
Total Fire	\$ 367,140	\$ -	\$ 355,956	\$ 11,184
BUILDING DEPARTMENT				
Electrical Inspector	9,742	-	9,583	159
Plumbing & Gas Inspector	10,824	-	10,824	-
Building Inspector	60,720	-	60,720	-
23 Total Salaries	\$ 81,286	\$ -	\$ 81,127	\$ 159
Building Inspector Expenses	4,000	-	4,000	-
Permit Software Expense	8,100	-	8,100	-
24 Total Expenses	\$ 12,100	\$ -	\$ 12,100	\$ -
Total Inspectors	\$ 93,386	\$ -	\$ 93,227	\$ 159
EMERGENCY MANAGEMENT				
Director's Stipend	3,247	-	1,300	1,947
Expenses	1,064	-	609	455
25 Total Emergency Management	\$ 4,311	\$ -	\$ 1,909	\$ 2,402
TOTAL PUBLIC SAFETY	\$ 2,040,617	\$ -	\$ 1,944,920	\$ 95,697
EDUCATION				
Pentucket Base Assessment	9,967,462	-	9,967,462	-
Pentucket Capital Assessment	2,245,566	-	2,245,566	-
Essex Tech	200,000	(27,000)	172,794	206
Whittier Vocational/Technical Assessment	648,157	-	648,157	-
26 Total Education	\$ 13,061,185	\$ (27,000)	\$ 13,033,979	\$ 206
TOTAL EDUCATION	\$ 13,061,185	\$ (27,000)	\$ 13,033,979	\$ 206
PUBLIC WORKS				
TREE WARDEN				
Expenses	27,500	-	27,440	60
27 Total Tree Warden	\$ 27,500	\$ -	\$ 27,440	\$ 60
HIGHWAYS				
Highway Superintendent Salary	93,636	-	93,636	-
Highway Salaries	248,721	-	241,852	6,869
Sick day buy back (Contractual)	4,400	-	2,152	2,248
Highway Salary - Part Time	8,500	-	7,002	1,498
Overtime	16,500	-	10,808	5,692
28 Total Salaries	\$ 371,757	\$ -	\$ 355,450	\$ 16,307
Highway Expense	9,250	-	9,220	30
Front End Loader (Lease)	37,100	(5,000)	31,625	475
Snow & Ice Removal	225,000	30,000	254,859	141
Road Machinery Expense	66,000	-	64,230	1,770
Road Maintenance Expense	135,000	-	134,823	177
Highway Fuel Expense	15,000	5,000	18,382	1,619
29 Total Expense	\$ 487,350	\$ 30,000	\$ 513,138	\$ 4,212
Total Highway	\$ 859,107	\$ 30,000	\$ 868,588	\$ 20,519
RUBBISH COLLECTION				
Contract Administrator	11,916	-	11,776	140
Contract Expense	575,000	-	564,856	10,144
30 Total Rubbish Collection	\$ 586,916	\$ -	\$ 576,632	\$ 10,284
CEMETERY				
Commissioner's Stipend	450	-	-	450
Full Time Wages	53,060	-	53,060	-
Part Time Wages	12,850	-	8,652	4,198
Overtime	1,500	-	1,414	86
31 Total Salaries	\$ 67,860	\$ -	\$ 63,126	\$ 4,734
Supplies	3,000	-	3,000	-
Vehicle Fuel	1,500	-	1,500	-
Landscaping	800	-	511	289
Utilities	4,400	-	3,839	561
Equipment & Maintenance	4,000	-	1,620	2,380
Expenses	3,500	-	2,988	512
32 Total Expenses	\$ 17,200	\$ -	\$ 13,458	\$ 3,742
Total Cemetery	\$ 85,060	\$ -	\$ 76,584	\$ 8,476
TOTAL PUBLIC WORKS	\$ 1,558,583	\$ 30,000	\$ 1,549,243	\$ 39,340
HUMAN SERVICES				
BOARD OF HEALTH				

Line Item	Budgetary			
	Appropriated FY'22	Transfers FY'22	Expended FY'22	Unexpended FY'22
Health Members' Stipends	900	-	600	300
Health Nurse Wages	19,256	-	15,348	3,909
Health/Sanitation Agent Wages	36,206	(1,700)	24,704	9,802
Part-time Clerk Wages	19,800	1,700	21,443	57
33 Total Salaries	\$ 76,162	\$ -	\$ 62,095	\$ 14,067
34 Expenses	2,805	-	1,180	1,625
Total Board of Health	\$ 78,967	\$ -	\$ 63,275	\$ 15,692
COUNCIL ON AGING				
Director's Salary	62,000	-	59,905	2,095
Program Coordinator	36,876	-	31,314	5,562
Outreach Worker	13,037	-	12,698	339
Part Time Van Driver	20,892	-	19,017	1,875
35 Total Salaries	\$ 132,805	\$ -	\$ 122,934	\$ 9,871
Vehicle Maintenance	5,000	-	3,356	1,644
Expenses	6,000	-	5,954	46
36 Total Expenses	\$ 11,000	\$ -	\$ 9,311	\$ 1,689
Total Council on Aging	\$ 143,805	\$ -	\$ 132,245	\$ 11,560
VETERANS				
Veterans' Agent Salary	9,000	-	7,784	1,216
Veterans' Benefits	30,000	(8,000)	20,895	1,105
37 Total Veterans	\$ 39,000	\$ (8,000)	\$ 28,679	\$ 2,321
TOTAL HUMAN SERVICES	\$ 261,772	\$ (8,000)	\$ 224,198	\$ 29,574
LIBRARY				
Library Director's Salary	67,349	-	67,349	-
Library Staff Wages	121,675	-	113,801	7,874
Part Time Wages	10,532	-	10,142	390
38 Total Salaries	\$ 199,556	\$ -	\$ 191,293	\$ 8,264
Library Materials	51,920	-	51,920	0
Technology	1,066	-	1,059	7
Programs	1,066	-	1,058	8
Dues	18,901	-	18,880	21
Training	2,132	-	1,637	495
Supplies	4,335	-	4,236	99
39 Total Expenses	\$ 79,420	\$ -	\$ 78,789	\$ 631
Total Library	\$ 278,976	\$ -	\$ 270,081	\$ 8,895
TOTAL LIBRARY	\$ 278,976	\$ -	\$ 270,081	\$ 8,895
DEBT SERVICE				
Principal	285,800	-	285,800	-
Long Term Interest	99,763	-	99,763	1
Short Term Interest	2,700	-	1,649	1,051
Administrative Fees	1,000	4,500	5,405	95
40 Total Debt	\$ 389,263	\$ 4,500	\$ 392,617	\$ 1,146
TOTAL DEBT SERVICE	\$ 389,263	\$ 4,500	\$ 392,617	\$ 1,146
UNCLASSIFIED				
Essex County Retirement Contribution	620,551	-	620,551	-
Unemployment Compensation	2,000	35,000	33,988	3,012
Medicare Tax	55,000	(4,000)	48,060	2,940
OPEB Trust Fund (Other Post Employment Benefits)	85,000	-	85,000	-
Memorial Day Services	500	-	-	500
Street Lighting	20,000	-	14,885	5,115
41 Total Unclassified	\$ 783,051	\$ 31,000	\$ 802,484	\$ 11,567
TOTAL UNCLASSIFIED	\$ 783,051	\$ 31,000	\$ 802,484	\$ 11,567
GRAND TOTAL	\$ 20,308,510	\$ 6,000	\$ 19,999,537	\$ 314,973

* Voted per 12/06/2021 Special Town Meeting Article 2

** Voted \$6,510 to be added to Public Health Nurse wage line from Stabilization Funds per 12/06/2021 Special Town Meeting Article 3.

TOWN OF GROVELAND
WATER & SEWER DEPARTMENT APPROPRIATIONS VS. EXPENDITURES
FOR THE FISCAL YEAR ENDED 06/30/2022

Line Item	Appropriated FY'22	Budgetary Transfers FY'22	Expended FY'22	Unexpended FY'22
WATER DEPARTEMENT				
Commissioner's Stipend	1,324	-	1,324	0
Superintendent's Salary	61,547	-	61,530	17
Office Manager's Salary	45,486	-	44,702	784
Laborers' Wages	145,333	-	140,418	4,915
Part-Time Help	12,852	-	12,688	164
Overtime	40,575	-	24,110	16,465
Total Salaries	\$ 307,117	\$ -	\$ 284,772	\$ 22,345
Expenses	354,500	-	354,251	248
Health	53,500	-	34,739	18,761
Retirement	75,218	-	75,218	-
ER Medicare	4,772	-	4,039	733
Backhoe	40,215	-	-	40,215
Emergency Funds	50,000	-	50,000	-
Bond Debt & Interest	279,525	-	279,525	-
Total Expenses	\$ 857,730	\$ -	\$ 797,773	\$ 59,957
Total Water Department	\$ 1,164,847	\$ -	\$ 1,082,545	\$ 82,302
SEWER DEPARTEMENT				
Commissioner's Stipend	567	-	567	0
Superintendent's Salary	26,377	-	26,370	7
Office Manager's Salary	19,685	-	19,158	527
Laborers' Wages	62,286	-	60,179	2,106
Part-Time Help	5,508	-	5,437	71
Overtime	10,236	-	8,006	2,230
Total Salaries	\$ 124,659	\$ 119,718	\$ 124,659	\$ 4,941
Expenses	104,865	-	80,049	24,817
Health	23,462	-	8,574	14,888
Retirement	37,609	-	37,609	-
ER Medicare	1,919	-	1,737	182
Bond Debt & Interest	62,206	-	62,206	-
Backhoe	17,235	-	-	17,235
Emergency Funds	25,000	-	-	25,000
Haverhill Wastewater	186,156	-	144,814	41,342
Haverhill Capital Bond	111,153	-	41,168	69,984
Total Expenses	\$ 569,605	\$ -	\$ 376,157	\$ 193,448
Total Sewer Department	\$ 694,264	\$ 119,718	\$ 500,816	\$ 198,389

* Voted \$41,168.38 to be added to Haverhill Capital Bond from Sewer Retained Earnings per 12/06/2021 Special Town Meeting Article

**TOWN OF GROVELAND
TOWN MEETING ARTICLE APPROPRIATIONS VS. EXPENDITURES
FOR THE FISCAL YEAR ENDED 06/30/2022**

Line Item	Appropriated FY'22	Expended FY'22	Unexpended FY'22
ANNUAL TOWN MEETING 05/24/2021			
Amounts Voted to be Raised & Appropriated:			
Article 28: Town Code Consultant	4,990	1,998	2,993
Total Amounts Raised & Appropriated	4,990	1,998	2,993
PEG Access/Cable Related Funds Voted to be Appropriated:			
Article 24: PEG Access Cable Related Expenditures	150,000	84,083	65,917
Total PEG Access/Cable Related Funds Appropriations	\$ 150,000	\$ 84,083	\$ 65,917
Community Preservation Funds Voted to be Appropriated:			
Article 13: New Mill Pond Phase I cleanup and land survey	21,000	3,850	17,150
Article 14: Groveland Housing Authority Buy Down Program	408,000	-	408,000
Article 15: Crosstown Recreational Trail	18,000	-	18,000
Article 16: Groveland Community Trail Supplemental Funds	97,000	57,879	39,121
Article 17: Veasey Completion of ADA Bathroom	31,000	29,217	1,783
Article 18: Installation of Fencing at Historic Riverview Cemetery	24,000	19,200	4,800
Article 19: Johnsons Pond Weed Removal	28,500	28,500	-
Article 20: Vote to Reserve from CPA Funds to CPA Reserves the Following Amounts for Future Projects/Expenses:			
Admin Expenses	25,000	25,000	-
Open Space Reserves	50,000	50,000	-
Historic Resources Reserves	50,000	50,000	-
Community Housing Reserves	50,000	50,000	-
Total Community Preservation Fund Appropriation	802,500	313,646	488,854
Water Retained Earnings Voted to be Appropriated:			
Article 31: 1-Ton Dump Truck	49,000	-	49,000
Article 33: Updating the Emergency Response Plan	11,600	11,600	-
Total Water Retained Earnings Appropriations	49,000	-	49,000
Sewer Retained Earnings Voted to be Appropriated:			
Article 32: 1-Ton Dump Truck	21,000	-	21,000
Total Sewer Retained Earnings Appropriations	21,000	-	21,000
Total Annual Town Meeting Voted Appropriations	\$ 1,027,490	\$ 399,726	\$ 627,764
SPECIAL TOWN MEETING 12/06/2021			
Stabilization Funds Voted to be Appropriated			
Article 1: Personnel Buy Back	32,000	7,287	24,713
Article 2: Treasurer Clerk	15,000	14,686	314 *
Article 3: Health Nurse Wages	6,510	2,602	3,909 *
Article 7: Pentucket School Supplemental Assessment	111,657	111,657	-
Article 8: Bagnall School Capital Upgrades	75,000	43,369	31,631
Total Stabilization Fund Appropriation	240,167	179,600	60,567
Sewer Retained Earnings Voted to be Appropriated:			
Article 4: FY21 Sewer Haverhill Capital Bond Expense	41,168	41,168	-
Total Sewer Retained Earnings Appropriations	41,168	41,168	-
Total Special Town Meeting Voted Appropriations	\$ 281,335	\$ 220,768	\$ 60,567

* These amounts are also included in the General Fund Appropriations Vs. Expenditures Schedule under General Government/Finance Department and Human Services/Board of Health.

**TOWN OF GROVELAND
STATEMENT OF INDEBTEDNESS
FOR THE FISCAL YEAR ENDED 06/30/2022**

Long Term Debt	Outstanding July 1, 2021	New Debt Issued	Debt Retirements	Outstanding June 30, 2022	Interest Paid in FY2022
Fire Truck	570,000		40,000	530,000	17,050
Land, Center Street	2,565,000		185,000	2,380,000	82,713
Water	2,480,000		205,000	2,275,000	74,525
Sewer	565,000		45,000	520,000	17,206
Bagnall School Green Repair (QECB)	554,236		74,798	479,439	23,206
Bagnall School Addition	4,490,000		215,000	4,275,000	146,380
Middle/High School Fields	500,861		63,769	437,092	16,000
High School Auditorium	26,561		1,932	24,628	850
Middle School Roof & Boilers	212,500		13,159	199,341	6,843
New Middle/High School - 1st Borrowing	17,769,175		345,900	17,423,276	597,706
New Middle/High School - 2nd Borrowing	15,662,102		301,454	15,360,648	457,201
TOTAL Long Term Debt	45,395,435	-	1,491,012	43,904,423	1,439,680

Bond Anticipation Note (Short Term Borrowing)					
Purpose	Date of Vote	Article Number	Amount Authorized	+ Issued - Retired - Rescined	= Unissued 6/30/2022
Highway Radios	4/30/2018	22	19,966	(6,660)	13,306
Police Radios	4/30/2018	22	20,203	(6,740)	13,463
Police Cruiser	4/30/2018	22	43,516	(14,510)	29,006
Fire EMS Vehicle	4/30/2018	22	65,000	(21,994)	43,006
Fire Radio System	4/30/2018	22	33,000	(11,000)	22,000
Water Mains Union/Chestnut Street	5/24/2021	34	360,000	-	360,000
TOTAL Short Term Debt					480,781

* School Debt Payments are included in the Pentucket Regional School Capital Assessment paid to the Pentucket Regional School District monthly and budgeted under the Education section in the Annual Town Meeting budget article each year.

Treasurer/Collector Department

Michele Beegan, Treasurer/Collector

The Treasurer/Collector serves as banker, tax collector and investment officer for the Town of Groveland. The office mission is to collect, bill and safeguard all financial assets of the Town using professional accounting practices and internal controls. The office will ensure that all practices are compliant with Massachusetts General Laws and keep the financial integrity of the Town.

Fiscal Year 2022 the office worked to set-up and establish the office as the first Treasurer/Collector under the new government structure with a Town Administrator. The Treasurer/Collector implemented fraud risks by implementing all cash receipts into the software system. Additionally, the office started the process of cleaning up Tax Title accounts. Below is a report on the Trust funds for Fiscal Year 2022.

TRUST FUNDS

Library Trust Funds

Please refer to the Library Trustees Report for information on the Library Trust Funds

Scholarship Trust Funds

	Non-Expendable	Expendable
<u>AL Wales Scholarship Fund</u>		
Balance on Hand July 1, 2021	\$2,044.68	\$722.09
Plus Interest		\$4.14
Less Award		
Balance on Hand June 30, 2022	\$2,044.68	\$726.23

George Mitchell Scholarship

Balance on Hand July 1, 2021	\$5,295.57	\$1,982.94
Plus Interest		\$10.92
Less Award		
Balance on Hand June 30, 2022	\$5,295.57	\$1,993.86

Cemetery Trust Funds

	Non-Expendable	Expendable
<u>Woodburn Nichols Fund</u>		
Balance on Hand July 1, 2021	\$5,354.58	\$3,168.25
Plus Interest		\$12.78
Plus Deposits		
Less Withdrawals		
Balance on Hand June 30, 2022	\$5,354.58	\$3,181.03

<u>Perpetual Care</u>		
Balance on Hand July 1, 2021	\$325,017.62	\$17,984.18
Plus Interest		\$1,816.27
Plus Deposits	\$2,400.00	
Less Withdrawals		(\$2,159.81)
Balance on Hand June 30, 2022	\$327,417.62	\$17,640.64
<u>Sale of Lots</u>	Non-Expendable	Expendable
Balance on Hand July 1, 2021		\$28,955.94
Plus Deposits		\$2,400.00
Less Withdrawals		
Balance on Hand June 30, 2022		\$31,355.94
<u>Langley Poor and Needy Fund</u>	Non-Expendable	Expendable
Balance on Hand July 1, 2021	\$78,675.88	\$128,622.81
Plus Interest		\$207.21
Balance on Hand June 30, 2022	\$78,675.88	\$128,622.81
<u>Merrimack Park Fund</u>	Non-Expendable	Expendable
Balance on Hand July 1, 2021	\$1,669.80	\$2,927.15
Plus Interest		\$6.91
Balance on Hand June 30, 2022	\$1,669.80	\$2,934.06
<u>Post War Rehabilitation Fund</u>	Non-Expendable	Expendable
Balance on Hand July 1, 2021	\$14,957.95	\$18,954.15
Plus Interest		\$50.83
Balance on Hand June 30, 2022	\$14,957.95	\$19,004.98

Cable Department

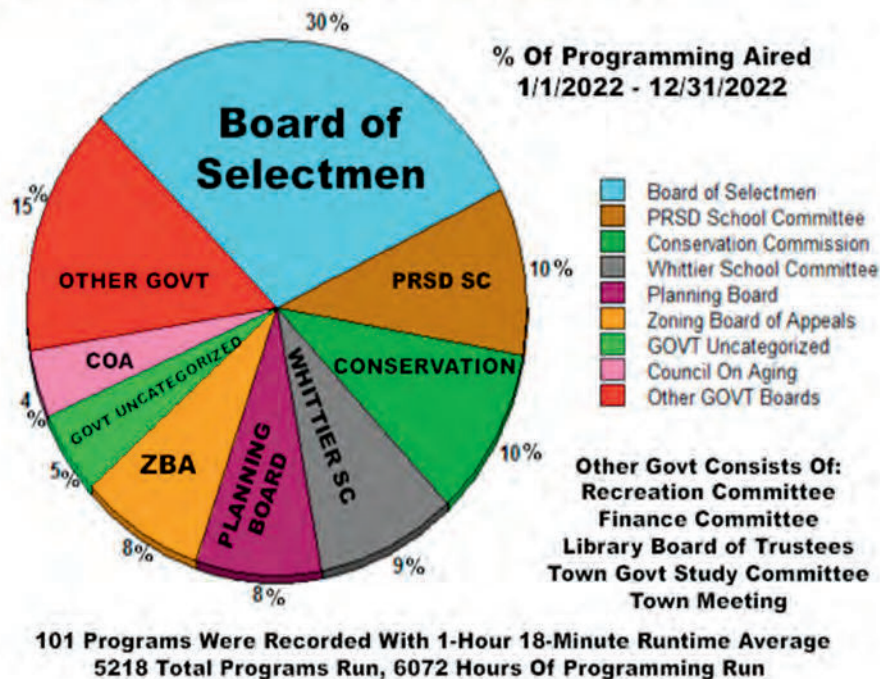
Chris Liquori, Manager

The year 2022 saw many exciting developments for Groveland's Public & Government Cable Television programming and capabilities. The Cable Department was officially created, bringing its decade plus long history of municipal meeting coverage and Public, Educational & Government programming content into the municipality. The Department produced over 264 hours of government meeting programming for Channel 9 in 2022. We renewed our Cable Franchise Agreement Contract with Comcast for the next ten years, into 2033, and successfully negotiated adding a High-Definition (HD) channel for municipal and public-access content in the next 24 months. This HD channel will feature a combination of both public-access and government programming, at a greatly upgraded 1920x1080 resolution. The Department uploads all meetings in HD 1920x1080. The online presence has grown with 473 subscribers to the YouTube Channel where all Government meetings are uploaded and cataloged for 24/7 replay worldwide.

On the Public-Access Channel, Channel 22, we saw a revitalized partnership with the Langley-Adams Library and many wonderful hybrid and in-person programs that were able to be recorded for rebroadcast. This made up the bulk of the public access programming for 2022. The Department is excited to move into the future, with plans to add the Langley-Adams Library as the first public-access live broadcast site, which means there will be programming from the library live in real-time over Channel 22. This is a capability the Town has never had.

The Department was Awarded a Municipal Fiber Grant from the State of Massachusetts

GTV Government Channel #9 Programming Report 2022



Community Compact Cabinet for \$47,500. With this grant, the Town will have high-speed fiber-optic internet installed at the Town Hall, Langley-Adams Library, and Police & Fire Safety Building, modernizing internet networks and improving Cable System infrastructure greatly. The Department has also been focused on improving workflows and updating technological systems to bring better ease of use to municipal functions within meetings.

Fire Rescue

Chief Robert Valentine

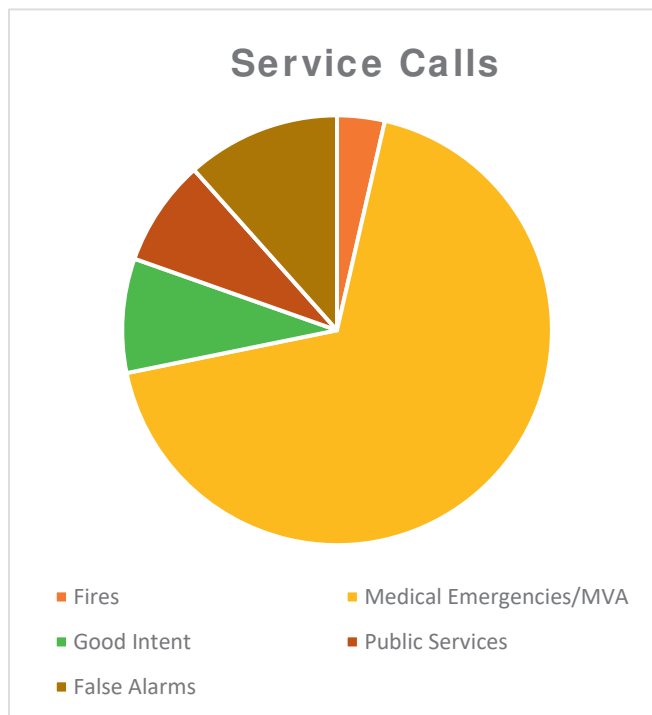


Fiscal Year 2022 showed a nine percent increase in call volume from 774 calls in Fiscal Year 2021 to 837 Calls in Fiscal Year 2022. The Department had three career members and 29 call members, (one on military leave). Totaling 32 members -16 EMT-Basics, 2 EMT-Paramedics, one EMT-Advanced and 12 Emergency Medical Responders, all licensed and certified through Massachusetts OEMS.

The fires in Groveland caused a total of approximately 2.5 million in dollar loss and unfortunately one life lost.

The Fire Prevention Division, headed by Lt. Brian Belfiore, with assistance of fulltime Firefighter Jeff Dalton have been working diligently, keeping an excellent working relationship with the Building Inspector, to reach annual goals in Public Safety Inspections.

Fire Drills are being conducted in the Bagnall School, group homes and commercial buildings within Town. Both fulltime personnel attended Fire Prevention Officer 1 class and passed, increasing fire prevention capabilities. There are currently seven personnel with certifications as fire inspectors, including the three career personnel and four call firefighters.



INSPECTIONS	NUMBER OF INSPECTIONS
26F SMOKE/CARBO MONOXIDE DETECTOR INSPECTIONS	75
COMMERCIAL INSPECTIONS WITH FOLLOW UPS	31
OIL TANK/BURNER INSTALLATION INSPECTIONS	18
PROPANE TANK PERMITS/INSPECTIONS	24
FIRE DRILLS CONDUCTED AT BAGNALL	4
PUBLIC EDUCATION FIRE SAFETY	100*
CAR SEAT INSTALLATION/INSPECTIONS	24

*Hours

The EMS Division is led by, Lt. Jennifer Hicks and Firefighter/Paramedic Josiah Peters has continued to update policies and procedures keeping personnel safe while delivering excellent care to residents. All Groveland Fire personnel are certified at a minimum of Emergency Medical Responders. Engine 1, Engine 3 and Squad 1 are Class V licensed non transporting ambulances.



Pictured above: Chief Valentine, Lieutenant Evan, Firefighter Dalton

The Training Division, headed by Lt. Steve Merrill Jr. and Lt. Dave Evans has continued to assure all Fire Personnel are qualified to mitigate any type call. Weekly training sessions are held on Tuesday evenings, with Emergency Medical and Fire Training classes and practical evaluations keeping all personnel on top of their skills.

The Groveland Fire Department continues to provide professional fire and emergency services to the residents, while remaining fiscally responsible. Given the expected population growth, new

construction and residential development in the upcoming future, this department will proactively continue to review and assess the fire safety and medical response needs of the Town. The full-time staff has improved quality of service assuring availability during business hours, improved the inspection schedule and enhanced public education efforts.

Assistant Chief	Kurt Ruchala
Captain	Richard York
Captain	Daniel Briscoe

Lieutenant	Joe Santapaola
Lieutenant	Brian Belfiore
Lieutenant	Steve Merrill Jr.
Lieutenant	Jennifer Hicks
Lieutenant	Dave Evans
Firefighter	Tracy Gilford
Firefighter	Allen Credit
Firefighter	William Lucier
Firefighter	Colin Stokes
Firefighter	Fadi Issa
Firefighter	Steven Bartolo
Firefighter	Jeffrey Dalton
Firefighter	Kris Vallone
Firefighter	Patrick Pennie
Firefighter	Philip Gray
Firefighter	Lisa Evans
Firefighter	George Evans
Firefighter	Kevin Hendry
Firefighter	Michael Neenan

Firefighter	Jeffrey Manning
Firefighter	Robert Hoffman
Firefighter	Matthew Guy
Firefighter	Christen Grugnale
Firefighter	Brian Headley
Firefighter	Tristen Lasala Jr.
Firefighter	Kerry Brown Jr.
Firefighter	Steve Merrill III
Firefighter	Ryan LeBoeu



Pictured above: Newly purchased Pumper/Class V Basic Life Support Non-Transport Ambulance. Funds came from the American Rescue Plan Act of 2021.

Police

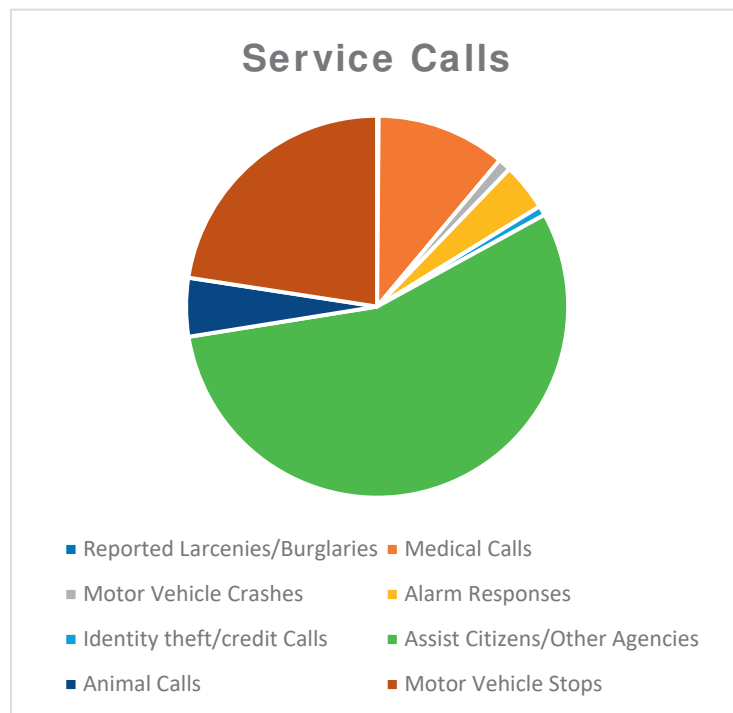
Chief Jeffrey Gillen



The Groveland Police Department is a full-service, full-time police agency that serves Groveland residents twenty-four hours a day, seven days a week. The department's services include the Animal Control Officer, the Groveland Emergency Management Agency and the Town's Emergency Communications Center.

The Town's Emergency Communications Center located within the police department is operated and managed by the Chief of Police. The Center is staffed with trained, certified personnel who meet the state mandates through the Massachusetts 911 Department. The dispatchers provide a reliable and efficient service 24-7 for anyone reporting emergencies and non-emergencies. Additionally, the center dispatches for the Groveland Fire Department and accepts after-hours calls for the Town's Highway Department, Electric Light Department, and Water Departments.

All the officers are devoted and committed to serving the community. With the mandates set forth as a result of the police reform and peace officer standards and training (POST), the officers' training and experience have been recognized and accepted including our part-time officers as fully certified officers. All the officers maintain their certificates and yearly mandated in-service training. The department also has officers certified in several different areas of expertise including, but not limited to, drug recognition, DARE Officer, school resource officer, evidence officer, sexual assault investigator, specialized detective training, firearms instructor, and elder abuse.



In Fiscal Year 2022, the police department logged 13,668 calls for service with the total log entries at 13,734.

Of the 1,841-motor vehicle stops with 1,207 operators given verbal warnings, 199 written warnings, 123 civil citations issued, 60 criminal complaints issued, 6 arrests made, and 246 investigatory motor vehicle stops. Detectives are spending a great amount of time investigating identity thefts and scams. A lot of time is also spent assisting people in need of emotional support and those suffering from behavioral issues.

The past fiscal year proved to be a healthier year for the department after being faced with the complications

associated with COVID-19. Although the department are all still dealing with some level of Covid-

19 the officers continue to respond to medical calls as certified first responders and place their health in jeopardy to perform a superior level of lifesaving work as expected.

The Department remains committed to participating and assisting those dealing with substance use disorders and mental or behavioral health needs. In partnership with The Essex Outreach, which partners with social service agencies, peer specialists, and other community supports such as the Pettengill House, the Department now utilizes the CIMS (Critical Incident Management System) web-based software product developed by

Kelley Research Associates. This software supports county-wide police-led programs to facilitate the transition of those experiencing drug overdoses to treatment. A newly designed feature of the CIMS database is the Behavioral Health component, where police-led programs would also facilitate the transition of those experiencing a mental health incident. The database documents all overdose incidents within the county jurisdictions, all outreach attempts to those that have overdosed or are at high risk of overdose, and document behavioral health incidents occurring within the community. The Department now can be made aware of a resident who overdosed outside of our community and needs assistance and conduct a follow-up and offer services. Officers have also been successful in administering Narcan to overdosed patients when

Many dedicated employees serve the Town of Groveland. I would like to thank them all along with the Board of Selectmen and the many brilliant volunteers on the various town committees. I am thankful for Steve McPherson with the facilities department. Steve maintained our town buildings throughout the pandemic, keeping the work areas for the officers and dispatchers disinfected, safe, and clean so we could continue to serve around the clock without fear of contamination and exposure. Steve kept his focus on keeping us safe while placing himself at risk every time he came into our building.

responding to patients who have overdosed.



Pictured above: Detective Sanborn, Chief Gillen, Lieutenant Riley, and Sergeant Sindoni

Starting in December of 2022 the Rowley, Boxford, Georgetown, Groveland, and Newbury Police Departments will begin utilizing a new program called the "Jail Diversion Program". The foundation of this new program is a professionally trained behavioral health clinician in the departments to help evaluate persons experiencing a mental health crisis in the field where they are located and hopefully avoid costly hospitalizations, or criminal custodies whenever appropriate. When on duty, the clinician will respond with officers to calls for service and assist when the officer believes their expertise will be useful. The clinician will be considered a

member of the Department, and a part of the team. The clinician can help in many ways including, but not limited to, de-escalation, crisis intervention, suicide evaluations, in-custody evaluations, death notifications, and helping to secure additional resources for persons in crisis. If the need

arises, the clinician can also write a Section 12 and help assist in gathering information for a Section 35. All officers will soon be trained in mental health first aid as part of the Jail Diversion

Program. The clinician is associated with Beth Israel Lahey Health with grant funding covering the salary and the training of all officers.

It would not be possible for the Police Department to be so effective if it were not for everyone working together. I would like to thank our Town Administrator, Rebecca Oldham as we embrace this newly created position and all the benefits, she and the position bring not just to the Police Department through support and guidance but to the entire Town. She is extremely motivated, dedicated, and effective. I would also like to give a heartfelt thank you to fire chief Robert Valentine and all the members of the Groveland Fire Department. It is an honor to work side by side with such a professional and dedicated department and to be able to assist them with their mission as they continue to make a positive difference every day.

This past year the Department worked together to be awarded certification from the Massachusetts Police Accreditation Commission. This program consists of 159 mandatory standards. The Commission's mission is to ensure that the delivery of police services within the Commonwealth is at the highest level of professionalism and integrity. The Department is

scheduled in December of 2022 for the assessment toward achieving the accreditation award which consists of 382 standards.

In the next fiscal year, the Department will issue all officers new firearms and ballistic vests which will be funded by State and Federal Grants. Both items will be funded without utilizing local tax dollars. The Department continues to embrace the pillars of 21st Century Policing. Especially pillar one, "we build trust and nurturing legitimacy between the police and the citizens as it is the foundational principle underlying the nature of relations between law enforcement and the community we serve".

All members of the department continue to support our community policing efforts including, but not limited to, past events such as Vehicle Night, Pumpkin Fest, Toy Drive, Stuff A Cruiser, Drug Take Back, No Shave November to support Veterans through Home Base, and the DARE program at the Bagnall Elementary School. The Department also continues to work closely with the Pentucket School District and participate in safety meetings and daily walk-throughs of the school to chat with students and staff members. We were successful this last year in securing the Municipal Road Safety Grant.



Pictured above: Sergeant Josh Sindoni, School Resource Officer, speaking with students at the Dr. Elmer S. Bagnall Elementary School.

Sergeant

Eric B. Gorski
Steven C. Petrone

Full-time Patrol Officers

Christopher A. Ertso
Adam R. Sanborn
Christopher B. Litalien
Joseph H. McMains

Reserve Patrol Officers

Edwin L. Fournier
Michael Forncsi
Stephen M. Sargent
Garrett M. Greer
Joel Henriquez
Bret L. Moyer
Kyle A. Elardo
Daniel R. McDonald

Full-time Dispatcher/Lockup Keeper

Cynthia L. Batista
Edwin L. Fournier
Stephen M. Sargent
Katelyn F. Trudell

Reserve Dispatcher/Lockup Keeper

Debra A. Munoz
Bret L. Moyer
Kyle A. Elardo
Barbara R. Bila

Animal Control Officer

Stephen M. Sargent

Emergency Management Director

Stephen M. Sargent
Jeffrey T. Gillen (Assistant Director)

Dock Keeper

Robert J. Raimondi
Nicholas RC. Toleos

Constable

Edward W. Reed
Carlos Husak

Appointments for the following individuals to the indicated position for the time periods as noted:

Lieutenant Dwight P. McDonald
July 1, 2021 through July 31, 2021
Reserve Patrol Officers/ Reserve
Dispatcher/Lockup Keeper Dwight P.
McDonald August 1, 2021 through June 30,
2022
Sergeant Heather A. Riley
July 1, 2021 through July 31, 2021
Lieutenant Heather A. Riley
August 1, 2021 through June 30, 2022
Full-time Patrol Officers Joshua A. Sindon
July 1, 2021 through July 31, 2021
Sergeant Joshua A. Sindoni
August 1, 2020 through June 30, 2022



Highway Department

Renny Carroll, Highway Superintendent

William Greene, Foreman/Mechanic

Peter Danforth, Senior Laborer

Zachary Brown, Senior Laborer

The Highway Department was very busy in 2022. The Department prioritized smaller drainage and paving projects to open up additional funding needed for the Route 97/School Street sidewalk project that will begin next year. The crew replaced three large cross culvert pipes on Seven Star Road and improved drainage issues along Route 97 as well as at the end of Coleman Road.

The Department also created run off diffusers on Center Street and Hill View Road and addressed a long-term sightline issue at Coleman Road and Washington Street. The Department paved Center Street from Washington Steet to Salem Street.

The Pines Boat Ramp also got a face lift with tree trimming along the river and the installation of new benches and picnic tables to address a long-time overdue upgrade. Below find a few photos from projects completed this year.



Cemetery Commission

Charles Desrosiers, Cemetery Superintendent

Raymond Rock Dower, Chair

Vern Cotton

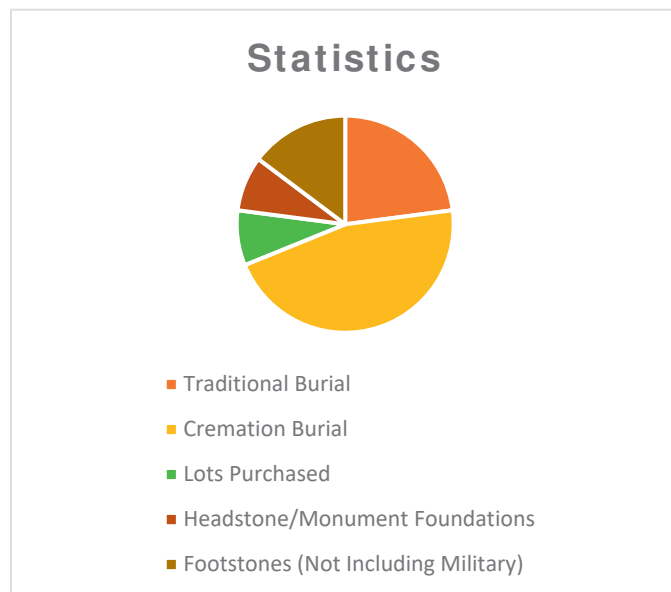
Mike Kastrinelis

Riverview Cemetery and Small Pox Cemetery are Town-owned cemeteries that are managed by a 3-member elected Cemetery Commission. Operation and maintenance of the cemeteries is provided by one full time superintendent and part time summer grounds keepers.



Pictured above: Riverview Cemetery looking east at the new vinyl fence installed.

In Fiscal Year 2022 the Commission completed the remaining 480 feet of white vinyl fencing along the Billis Way property line. The project was handled by TJ Fence of Haverhill and was funded by Community Preservation Act funds. In the Spring a new John Deere Z920m mower was purchased using ARPA funds. Prescription Turf treated selected areas for grub control and annual fertilization purposes. A new service vehicle entrance way was installed on the Billis Way line to allow larger trucks, landscaping equipment, and emergency vehicle access to the cemetery. The Superintendent continues the ongoing task of reviewing and entering both new and dated paper records into a secure and accessible electronic digital database. For the Summer/early Fall seasons of 2021 the superintendent hired two individuals to assist with our significant ongoing landscaping operations.



These part-time positions work up to 19 hours a week under the supervision of the superintendent. Looking forward to FY2023, a goal is to work with the Town Administrator to get CPA funds to complete stone restorations in the historic section of the cemetery. More than 300 historic monuments need to be leveled, cleaned, and repaired. Continue to actively work with the Highway Department and the Town to get the roads in the cemetery repaired and upgraded. Lastly, continue to explore a software package that will allow public access to our digital records and assist with the mapping of the cemetery.

Water and Sewer Commission

Colin Stokes, Superintendent

Bill Dunn, Chair

Terry Grim

Patrick Corr

The Groveland Water and Sewer Departments are responsible for the management and maintenance of the Town of Groveland's drinking water supply and distribution system, as well as the sewer pumping and collections system.

The Departmental mission is to protect Groveland's water supply resources, provide safe drinking water that meets all regulatory standards, and continually reinvest in our Town's infrastructure.

The Water Department is currently working on securing additional water supply for the future, looking at all options to maintain and improve water quality and quantity. Working with engineers, hydrologists, and MassDEP we have been moving towards a new well location, in order to provide improved water quality as well as a higher volume of available water.

The Water Department recently completed 1500 feet of 8-inch water main replacement on Chestnut and Union Streets, utilizing water department staff as well as our contracted excavation company, we were able to save over \$300,000 on the project. The estimated bid cost of the job was \$640,000, we were able to complete the work for less than half of that estimate. This job replaced one of the oldest sections of water main in Town, dating back to the 1920's.

During Fiscal Year 2022, the Water Department produced 130,678,000 gallons of water that was sold to customers.

The Sewer Department is currently partnering with a local developer and extending sewer service to parts of South Groveland. This extension will pave the way to provide sewer service to areas of Town that were previously out of our service area. This sewer main extension is being installed at no cost to the abutters.

Heather Torres, Office Manager

Mali Lees, Administrative Assistant

Jamie Kotuli, Water and Sewer Operator

Matt Silva, Water and Sewer Operator

Tom Costa, Water and Sewer Operator



Inspectional Services

Sam Joslin, Building Commissioner/Zoning Enforcement Officer

Richard Danforth, Plumbing & Gas Inspector

Thomas Tombarello Jr., Electrical Inspector

The Office of Inspectional Services issues permits and performs inspections for: Building, Gas, Plumbing, Electrical, Sheet Metal, Trenches, AAB Compliance, and Zoning Compliance. These permits and inspections are designed to ensure public health, safety, and accessibility in the built environment.

From July 1st, 2021, to June 30th, 2022, permits issued had a combined construction value of \$14,067,120.00 excluding plumbing, gas and electrical permits.

Department Revenue	• \$191,141
Department Expenses	• \$92, 226
Total Revenue After Expenses	• \$97, 915

Current Building Codes as of 1/1/2023 (partial list)

1	2015 International Building Code with MA amendments
2	2015 International Residential Code with MA amendments
3	2018 International Energy Conservation Code with MA amendments
4	2015 International Existing Building Code
5	MA Fuel Gas Code
6	MA Plumbing Code
7	MA Electrical Code / 2020 National Electrical Code
8	2015 International Mechanical Code

The 10th edition of the Massachusetts State Building Code is anticipated 7/1/2023

Board of Health

Deborah Kadar-Hull, RN, Chairperson

James Stepanian

David Greenbaum, RS

Rosemary Decie, RS, Health Agent

Anita Wright, RN, Public Health Nurse

Lori Bentsen, Administrative

Assistant/Trash Contract Administrator

PROVIDING A SAFE AND HEALTHY ENVIRONMENT

As the Town's population grows, we are confronted with more complex challenges to ensure the health of all residents. The Board of Health addressed a wide range of issues in 2022. Through our attentive efforts, the residents of Groveland benefited from lower communicable disease rates, safer food sources, increased safety at recreational facilities, reduced accessibility to tobacco products to minors, and referrals to local vaccination programs. In addition, the Northeast Massachusetts Mosquito Control Program continues to provide Groveland with adequate mosquito spraying at appropriate intervals. The construction and operation of septic systems continues to be a major emphasis of the Board of Health.

The Groveland Board of Health has responsibilities in three (3) main areas:

1. Community Sanitation;
2. Public Health Protection;
3. Environmental Health Protection

In the area of community sanitation, the Trash Contract Administrator oversees weekly trash and recycle collection. Trash and recycle are collected Monday through Friday and the administrator handles daily phone calls and residents coming into the office regarding missed pick-ups, trash bag limits, items allowed to be placed in the trash and recycle, hazardous waste, recycle bins and stickers, bulk items and cost, disposal of paint, electronics, appliances, tires, construction debris and yard waste. Also, the Health Department handles an overflow trash bag program that was initiated in February 2022.

The Public Health Nurse works closely with the Massachusetts Department of Public Health to monitor reported communicable diseases. The public health nurse provides state mandated and community services including, but not limited to:

- Communicable disease surveillance, investigation, case management, MAVEN/CDC data entry and outreach
- Enforcement of quarantine/isolation practices
- Vaccine management, distribution and administration
- Special outbreak strategies as they arise
- Mutual aid to surrounding communities
- Refugee, immigrant health assessment
- TB management and testing as indicated
- Resource to school nurses; public, private, charter
- Providing referrals for pneumonia and flu clinics seasonally
- Home visits to homebound, disabled and assisting residents with homecare/outpatient issues
- Monthly health maintenance clinics

- In home care, skilled nursing provision urgent basis
- Collaborate with LEMS, MEMA, FEMA initiatives
- Support Board of Health initiatives and public health education
- Attend Board of Health meetings to advise/update the Board on issues
- Follow trends in insect borne activity, water and food service reports and statewide cancer registry
- Phone triage greater than 50 and outreach/home visits greater than 25
- Provided to residents surgical and N95 face masks, over 500 Covid-19 test kits, non-contact thermometers and sanitation supplies
- MAVEN/DPH reports, over 700 Covid-19 case reviews, three (3) bite reports
- 7 cases requiring immediate follow-up within 24 hours
- 17 cases requiring ASAP/routine follow-up
- 40 cases requiring no follow-up
- Participated in 5 DPH webinars – disease/report updates

As the holiday peaks and surges return to manageable levels and spring and summer are upon us, it is the hope that 2023 will permit continued restoration of activities and services for our community. The Board continues to monitor risk levels and key metrics provided by the DPH/CDC which guides all Boards of Health in determining guidance strategies.

The Board of Health continues to encourage and endorse vaccination, sanitary practices, mask wearing and social distancing. The Board remains hopeful for better treatment and prevention tools going forward.

The Health Agent's major responsibility is to witness percolation/soil tests and conduct septic system inspections during the process of installation to ensure systems are compliant with Massachusetts Title 5 Regulations. Other job responsibilities include, but are not limited to:

- Conduct routine inspections of camps, public/semi-public swimming pools, food establishments to ensure sanitary and safe conditions
- Perform environmental inspections as required by state or as needed e.g., school food service and school bathrooms, indoor air quality and hazardous waste
- Review plans for new establishments and authorize the issue of licenses
- Enforce tobacco and smoke-free establishment regulations
- Investigate nuisance complaints and conduct follow-up inspections to ensure compliance with state and local regulations
- Conduct investigations in response to health and environmental related complaints
- Witness well water flow rate to ensure compliance with well regulations and review laboratory water test results to ensure potable water
- Review preliminary septic system plans and as-built plans and issue certificates of compliance
- Attend Board of Health meetings to advise/update the Board on issues
- Participate in Homeland Security, Emergency Preparedness for Region 3A, participate in training programs, regulation updates and maintain current in planning and various certifications
- The health agent was busy with the job responsibilities associated with the position and attending workshops and seminars. Inspections included 2 recreational camps, 23 food establishments and 4 public swimming pools. The health agent reviewed 17

septic system plans and 31 septic systems were installed and inspected. In addition, soil testing was performed at 16 properties. The Groveland Health Department has been extremely busy with all of our regular work in addition to the changes that have occurred due to Covid-19. Thank you to the residents for their patience and understanding.

The Board of Health's administrative assistant handles the daily functions of the office.

These responsibilities include, but are not limited to:

- Answer or direct all incoming phone calls
- Assist residents, septic system installers, engineers, attorneys, bank appraisers, Title 5 inspectors, private well installers, food establishment owners, realtors who come into the office with questions, complaints, issues regarding trash and recycle, process of installing a new septic system, Title 5 and related paperwork, septic system and private well design plans, Title 5 inspections and reports, Title 5 as-built septic system plans and certificate of compliance, percolation/soil testing, food establishment inspections and licensing and related paperwork
- Receive and deposit checks to the finance department for town permit and license fees for septic system installers, septic system and well construction, percolation/soil testing, food establishments, retail stores, tobacco, camps, swimming pools
- Prepare all accounts payable to the finance department including the town trash and recycle collection monthly invoices
- Prepare annual departmental budget which includes health department expenses, employee salaries, Board of Health member stipends and the town trash and recycle contract
- Prepare new fiscal year payroll calculations for three (3) employees submitted to the finance department
- Purchase office supplies for the office and staff and recycle bins and recycle stickers for the residents
- Prepare meeting agenda and correspondence for monthly board meetings for three (3) Board of Health members and transcribe meeting minutes for board approval
- Attend Board of Health meetings to update the Board on issues
- Type all correspondence for the Board of Health, health agent, public health nurse which includes letters, memorandums, reports, town licenses
- Distribute Covid-19 home test kits, N-95 and surgical masks to residents

The Groveland Board of Health and its staff continue to work hard to provide the best health services to the residents of Groveland.

Economic & Community Development

Rebecca Oldham, Director * July 2021 through October 2021

Annie Schindler, Town Planner & Environmental Program Coordinator

The Economic Development Planning and Conservation Department shall provide support services, general administration and oversight of the development and redevelopment of land within the Town of Groveland, including but not limited to planning, zoning, and conservation. The Department also provides general interpretation and administration of Zoning, the Planning Board rules and regulations, Sec. 8-19 Wetlands Protection of the General Bylaw, and any other relevant local ordinance as well as all relevant state and federal statutes relating to said local bylaws (which include but are not limited to the Zoning Enabling Act, MGL c. 40A, Subdivision Control, MGL c. 41, Comprehensive Permits, MGL c. 40B, the Wetlands Act, and the Rivers Protection Act).

The Economic Development Planning & Conservation Department is committed to a coordinated and comprehensive approach to the Town's land use management, planning, economic development, conservation, historic preservation, and future objectives. It provides technical planning guidance and assistance to public and private entities in the areas of land use planning, zoning, economic development, as well as public outreach and engagement. The Department implements projects and programs designed to improve the economy, environment, and physical infrastructure of the Town.

The Economic Development Planning & Conservation Department provides oversight and administrative support to the Planning Board, Zoning Board of Appeals, Conservation Commission, Community Preservation Committee, Elm Square Committee, Historic Commission, and the Recreation Committee (Open Space & Trails Committee).

The Department, created in January 2021, has focused on resource allocation, and creating more efficient and more streamlined processes. The Department has continued to apply for numerous grants bringing in millions of dollars for infrastructure improvement and planning effort.

Early into the fiscal year the Director was promoted to the Town Administrator position and the Environmental Program Coordinator, which was a part time position, took on the role of the Town Planner. Grant management and other economic development tasks continued to be handled by the former director in their new capacity as the role transitioned.



Planning Board

Annie Schindler, Town Planner

Brad Ligols, Chair (2027)

Walter Sorenson, Vice-Chair (2023)

John Stokes III (2023)

DJ McNulty (2023)

Jim Bogiages (2023)

Christopher Goodwin (Alternate Member)

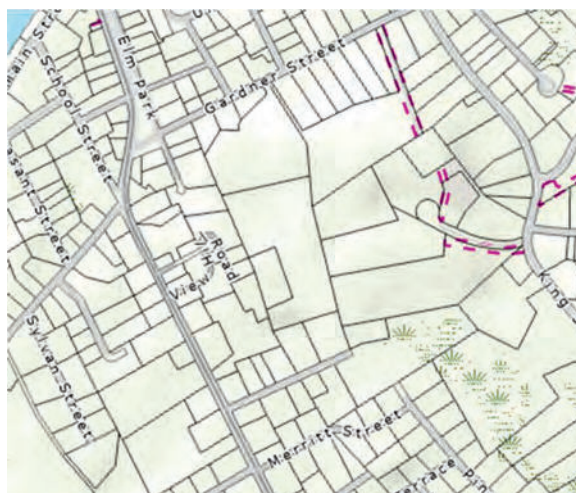
The Planning Board regulates land development according to the provisions of the Massachusetts General Law, the Town of Groveland Zoning Bylaw, and the Rules and Regulations governing the subdivision of land and laying out of ways. The Planning Board is responsible for land planning, the subdivision of land and recommendations for changes to the Zoning Bylaw and the Zoning Map. The Board reviews both commercial and residential site

plans. The Board grants special permits for certain land uses including Aquifer Protection District, Conservation Subdivision Design (CSD), Planned Unit Development (PUD) and permits for Stormwater Management and Land Disturbance.

Permits Issued/Heard

APPLICATION TYPE	TITLE
DEFINITIVE SUBDIVISION	Katie Lane (formerly 106 King Street)
INCLUSION OF AFFORDABLE HOUSING SPECIAL PERMIT	Katie Lane (formerly 106 King Street)
SPECIAL PERMIT	301 Main St
AQUIFER PROTECTION OVERLAY SPECIAL PERMIT	929-931 Salem St
ANR	18 King St/4Garrison
ANR	22 Wood St
ANR	0 Center St
ANR	929-931 Salem St

The Planning Board had a productive FY2022. The Board endorsed a zoning change at Town Meeting this year to include the definition for a Caretakers Unit within the Industrial and Business Zones. The goal was not only to increase housing, but also to provide business owners with a way to further secure their business. The Board also approved various special permits and Approval Not Required (ANR) plans this year. Most notably was the approval of a nine-lot subdivision at the former 106 King Street address. As time goes on, the Board continues to focus its efforts on encouraging zoning changes that will benefit the Town, as well as looking at applications with an understanding and comprehensive lens.



Pictured above: MIMAP Screenshot - an internet-based GIS service that enables the user to access GIS data archived at MVPC and the state's GIS office.

Master Plan Steering Committee

Jason Naves

Michael Dempsey

Joseph D'Amore

Walter Sorenson

Jonh Stokes III

Christopher Goodwin

The Committee was charged by the Planning Board to work with Town officials, hired consultants, and fellow residents to create a Comprehensive Master Plan to guide Groveland through the next 10 years.

A Master Plan consists of the following elements as defined by the M.G.L. Chapter 41 Section 81D; Land Use, Housing, Economic Development, Circulation, Open Space and Recreation, Natural, Cultural and Historic Resources, Community Services and Facilities, Goals and Policies, and Implementation. The Committee has hosted numerous events, such as public meetings and workshops, to gather data from residents to create a well-rounded Comprehensive Master Plan that represents the interests of those living in Town. The goal is to create a Plan that is

representative of the wants and needs of the Town as a whole, and to provide steps that help to implement these plans.

The Town received a Community OneStop Urban Agenda Grant to fund the Plan. The Town retained the services of Innes Associates Ltd. and Form + Place to facilitate and assemble the Plan.

Zoning Board of Appeals

Christopher Goodwin, Chair

John Stokes II

Brad Ligols

John Grohol (2024)

Jason Naves

The Groveland Zoning Board of Appeals is authorized to function under the General Laws of the Commonwealth of Massachusetts Chapters 40A and 40B, as well as the Groveland Zoning Bylaws. The Board issues special permits, grants variances and comprehensive permits, and hears appeals from decisions of the Building Inspector.

The Board of Appeals continues to strive to ensure that the interests' of Groveland residents are adequately represented and protected in the use and configuration of land within Town. The Board anticipates working closely with the applicant of the previously approved 40B development on Salem Street to

finetune the plan and see the project meet completion within the coming years.

Permits Issued/Heard

APPLICATION TYPE	TITLE
APPEAL OF THE BUILDING INSPECTOR	104 King Street
VARIANCE FOR SIDE LOT SETBACK	30 Byfield Road
SPECIAL PERMIT FOR LOT LINE CHANGE	18 King Street

Elm Square Committee

Brian Connell

Joanna David

Michael Dempsey

Elizabeth Gorski

Kathleen Kastrinelis

Jason Naves

Gregory Stark Jr.

The charge of the Committee is to review possible changes to the Square that will enhance its stature and provide for long term viability. In other words, to make the Square more useful for the citizens of Groveland and surrounding areas.

Elm Square continues to be not only the center of business in Groveland, but the gateway to the Town from Haverhill over the Bates Bridge. The Committee strives to continue to improve this integral portion of Town and ensure it serves the needs of its community.

While the Committee did not take a very active role this year, they continue to work to transform the Committee into a Groveland Business Community group. This will help bring businesses together and pool resources and ideas.

Historic Commission

Claire Walsh, Chair

Linda Friel

Dr. Deal Angelico-Hart

Lynn Pappas

The mission of the Groveland Historical Commission is to protect, preserve and promote Groveland's historic structures, neighborhoods, and landscapes.

The Historic Commission strives to protect historic buildings in town such as the Little Red School House and Washington Hall, as well as promote and preserve Groveland's historic mill-town characteristics. The Commission continues to work closely with the Groveland Historic Society to educate residents on the history of Groveland through education and

storytelling.

Formed under Massachusetts General Law Chapter 40, Section 8, the law requires that a Historical Commission to conduct research on places of historical or architectural value, to cooperate with the State Archaeologist in conducting surveys and reporting on sites, to coordinate with other preservation organizations, and to keep accurate records of its actions. The law also enables a local commission to do other things like prepare and distribute publications, make recommendations to the Selectmen, enter into contracts, and essentially develop an effective local program for preservation that is based on the needs and desires of the community.

The Commission works very closely with the Historical Society.



Pictured above: The Little Red School House

Recreation Committee

Daniel Stewart, Chair

Karen Lebel, Treasurer

William O'Neil

Catherine Ouellette

Kerry Lynne Goodwin

Steve Baker

Jason Naves

Michael Davis

Mitch Mahoney

The Groveland Recreation Committee plays a pivotal role in the construction, maintenance and upkeep of all playgrounds, facilities, athletic fields, trails, open space and park improvements, as well as scheduling and organization. The committee is dedicated to providing both active and passive recreational opportunities and programming that meet the needs of Groveland's diverse population. The Committee provides oversight for the Groveland Recreation Summer Program.

The Open Space & Trails Committee joined with the Recreation Committee to combine resources in May 2022.

The purpose was to bring a majority of Groveland's outdoor resources together under one Committee to help make better, more well-rounded and informed decisions. One of the Committees major goals came to fruition this year with the commencement of the construction of the Groveland Community Trail, with completion anticipated for December

2022. The Committee will strive to further enhance Groveland's outdoor resources with further improvements to the Pines and a plan to upkeep the Community Trail.

The Committee is also focused on providing more organized recreational programs in Town. Including streamlining the way fields are reserved and collaborating with the local youth groups to ensure fields are maintained and have the resources they need.

The Groveland Recreation Summer Program camp numbers have increase from the decline seen after the pandemic. Due to growth within the program, the Town will be seeking licensure under the Board of Health to become a certified recreation camp.



Pictured above: Aerial view of the Pines Recreation Area Baseball, Softball and Utility Field

Community Preservation Committee

The Community Preservation Act (CPA) is statewide enabling legislation to allow cities and towns to exercise control over local planning decisions. This legislation strengthens and empowers Massachusetts communities:

- All decisions are local.
- Local people must vote by ballot to adopt the Act.
- A committee of local people draws up plans for use of the funds.
- These plans are subject for local approval.

The Community Preservation Act provides new funding sources which can be used to address four core community concerns:

- Acquisition and preservation of open space
- Creation and support of affordable housing
- Acquisition and preservation of historic buildings and landscapes
- Development of outdoor recreational facilities

A minimum of 10% of the annual revenues of the fund must be used for Open Space, Housing, and Historic Preservation. The remaining 70% can be allocated for any combination of the allowed uses, or for recreational use. This gives each community the opportunity to determine its priorities, plan for its future, and have the funds to make those plans happen. Property taxes traditionally fund the day-to-day operating needs of safety, health, schools, and roads. Until the CPA, there was no steady funding source for preserving and improving a community's infrastructure. The Community Preservation Act gives a community the funds needed to control its future.

The Groveland Community Preservation Committee was established in 2006 after the Town voted to enact a local bylaw under the Community Preservation Act. We voted to raise 3% of property tax amounts collected by the Town after the first \$100,000 of property value being exempt. The average tax paid annually for CPA in Groveland is approximately \$200 per home. The state matches our total revenue each year from funds they collect for real estate transactions at the Registry of Deeds. Each year we have received very generous donations from the State.

Last year Groveland taxpayers contributed \$381,000 towards our local CPA funds and we received a match of \$331,694 from the State Trust Fund. This was a fantastic return of 87.1% on our investment of preservation funds for our Town. We received the 22nd highest match out of all CPA communities in the State. It brings our share of State match money to over three million

Michael Dempsey
Conservation Commission

Jim Bogiages
Planning Board

Linda Friel
Historic Commission

Jason Naves
Open Space and Trails Committee

Elizabeth Gorski
Groveland Housing Authority

James Scanlon
Finance Board

Edward Watson
Board of Selectmen

Members are appointed as a representative to the committee by their board or committee annually.

dollars since we voted to join the CPA. Without CPA in our Town, those three million dollars would have gone to other cities and towns.

FY2022 CPA Projects

Each year the committee issues a request for proposals for potential CPA projects. Each proposal must meet certain criteria, including fitting into one of the four categories of CPA funding. The committee meets to review each proposal and makes a recommendation to the Town Meeting for approval.

Voters at the 2022 Annual Town Meeting on May 23 were asked to approve three CPA projects . All three proposals were approved by Town Meeting vote and will begin work in July 2022.

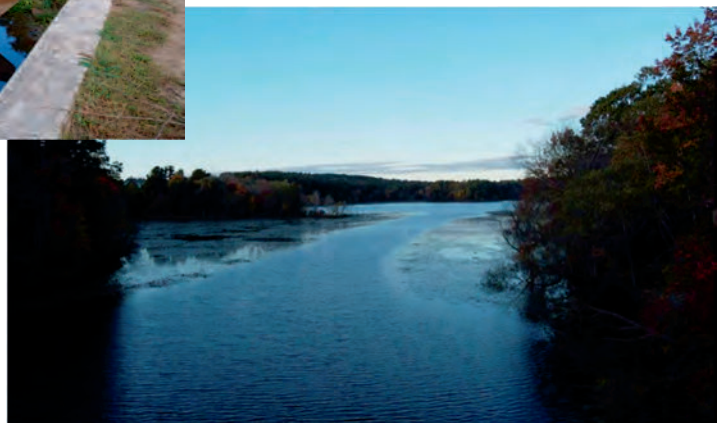
Article 16 would provide \$88,000 towards a new entrance to the Pines Recreation Area. It would connect the Main Street sidewalk and the Pines for pedestrians. This trail would encourage more recreational use and safe entry to the property for all residents entering the Pines on foot, by bicycle, or baby carriage. The concrete trail will extend approximately 500 feet into the Pines.

An article sponsored by the Conservation Commission, #17, would provide continued help to make Veasey Park handicapped accessible with a grant of \$214,000 towards an elevator. The project will fund a lift connecting users from the basement function room, the main floor, and the Great Hall level. This project has been long-anticipated and will make the park building fully accessible.

Article 18 would provide up to \$17,500 of Historic category funds to hire an architect and an art consultant to determine the feasibility of rehabbing the historic Lucile's Cottage at Veasey Park into artist space and develop design plans. The building is a structure that strongly figures into the history of Groveland and the role of the Veasey family which will be lost without a plan for its use and preservation. This is another long-planned project.



Photos from the approved
FY2021 Weed Removal
Project completed in
October 2021



Conservation Commission

Annie Schindler, Agent

Julie Haus, Administration

Michael Dempsey, Chair

John Gebauer, Vice Chair

Stephanie Bartelt

Bill Formosi

Terry Grim

Fred O'Conner

Tom Schaefer

The mission of the Groveland Conservation Commission is to protect wetlands and natural resources in the town of Groveland through regulations, management, education, and acquisition.

FY2022 Goals

- Implement the goals of the Massachusetts Wetlands Protection Act (MGL Chapter 131, Section 40) and the Groveland Wetland Protection Bylaw and Regulations (Groveland General Bylaws Sec 8-19) fairly and consistently,
- Regulate activities deemed by the Conservation Commission as likely to have a significant or cumulative effect upon the values of these resource areas, namely, but not limited to, public or private water supply protection; groundwater protection; flood control; erosion and sedimentation control; storm damage prevention; water pollution control; fisheries, shellfish, wildlife and plant species and habitat protection; agriculture; aesthetics; recreation and aquaculture,
- Manage all Town conservation lands to protect and sustain these natural ecosystems for current and future generations to use and enjoy,
- Be an environmental and educational resource for local citizens, groups, organizations, as well as local, State and Federal agencies,
- Further the values of a healthy and attractive community by protecting and conserving open space properties in Town through grants, acquisitions, conservation restrictions, land trusts, and gifting,
- Pursue new opportunities for expanding use of conservation lands, adding to conservation lands, and increasing the protection of conservation lands in town.

The Commission held public hearings and meetings on the second Wednesdays of each month. We held a total of 12 meetings during FY 2022. Our office was open on Mondays through Friday 10 am to 4 pm for questions in conjunction with the Economic Development, Planning and Conservation Department. When fully staffed, the Commission has seven full members all of whom are appointed volunteers.

The Conservation Agent ran our office 18 hours per week. The position is entirely funded using fees collected from permit applicants. Our agent position was named as the Environmental Program Coordinator, and we hired Annie Schindler in August of 2021. Our agent receives applications and guides applicants through the process, writes up permits, performs site visits, attends meetings, takes minutes, and monitors our conservation lands and reservations. The office was also staffed from July until September by Administrator, Julie Hauss, who was a part-time consultant who schedules meetings, takes minutes, and publishes them. She ended the position in September when Annie Schindler took over all her duties. The staff position is the key to the Commission fulfilling its mission by assuring better service to town residents and taxpayers.

The Commission spent the rest of FY2022 consolidating our administrative positions to better serve the increased workload of the office. A proposal had been approved at the FY2021 annual Town Meeting to hire a full-time position that would be half funded by the Commission fees and half funded by Veasey Park revolving account. Hours would be split equally between Conservation affairs and Veasey community involvement. Annie Schindler filled both roles through October 2021 until she was appointed as the part-time Town Planner. Her Conservation role for the remainder of the fiscal year was only the Environmental Program Coordinator position. The Veasey Park portion of her position ended and was not replaced.

In FY 2021, the Commission held public hearings on several Notices of Intent, Requests for Determination of Applicability, Abbreviated Notice of Resource Determination as well as requests to amend or extend existing Orders. The Commission also inspected and acted on Requests for Certificates of Compliance. The Commission investigated various complaints and calls regarding resource area concerns and issued Enforcement Orders on violations. The Commission advises other Town boards and officials, as well as private individuals and groups, on issues that relate to its areas of jurisdiction. The Commission issued comment letters to the Zoning Board, Board of Health, Planning Board, and placed high priority on providing input during regular Site Review meetings held by the Building Inspector.

ITEM	AMOUNT	COMMISSIONER / AGENT
COMMISSION MEETINGS	12	
MASS DEP RDA HEARINGS	3	
MASS DEP NOI HEARINGS	7	
GROVELAND RDA HEARINGS	13	
GROVELAND NOI HEARINGS	6	
SITE VISITS	70	Agent
SITE VISITS	20	M. Dempsey
SITE VISITS	7	B Formosi
SITE VISITS	8	T Grim
STAFF CLASSES TAKEN	8	Agent

With the Conservation Commission's authority under the Conservation Commission Act of 1957, we planned for natural resource protection and managed our properties for conservation and passive recreation. In FY 2022, the Conservation Commission worked on the following land protection and land management projects.

We continued work on a conservation restriction (CR) for the Town Forest with Essex County Greenbelt Association (ECGA). Conservation restrictions are an important tool to preserve the intent of residents who voted to purchase the land, protect habitat, and ensure that Groveland's open spaces remain open.

Veasey Park



Pictures above: Aerial view of Veasey Memorial Park grounds

The Commission continues to manage Veasey Memorial Park, a Conservation property purchased in 1996. Going into our twenty-seventh year, we work with our volunteers and staff to provide a conservation park with trails, forest, and fields while using the main building as an event and meeting facility. Using previously approved CPA grants we continued to address accessibility issues at the park and in the buildings. We completed a new ramp for the rear of the main building and an accessible bathroom in the basement of the main building. We also worked with a local architect to begin

planning for an elevator that will make the entire main building accessible. CPA funds for this project were approved in May 2022. A second CPA grant was approved in May 2022 to study the rehabilitation of the historic building at the park known as Lucile's Cottage. The project will acquire an architectural design plan, septic system assessment, and consultation with a collaborative community artist. The goal is to rehabilitate the building into a community art space.

Efforts are continuing to acquire, through purchase, a 3.5-acre parcel of land that borders the Park between its current border and a portion of 733 Salem St, now known as Oakland Terrace. The parcel will protect wetlands and provide a buffer between new houses that were built and the Park.

Johnsons Pond

The Commission continued to work on preserving the Lower Center Street area that borders Haverhill and Boxford. With the help of Senator Tarr and Representative Mirra we received State assistance funds to improve the area. We received a CPA grant and two State grants in FY2021 to perform a Phase 2 nuisance weed removal project from Johnsons Pond. The work began in September 2021 and concluded in October 2021. The goal was to clear plants in the pond around the boat launch at the Veasey entrance and create an open channel out to the main part of the pond. The channel makes it easier for canoe and kayak use to navigate and enjoy the pond. We worked closely with the Highway Department to control water flow into and out of the pond both at Center Street and Washington Street.

Open Space and Trails

The Commission continued to work closely with the Open Space and Trails Committee to manage trails at Veasey Park, Meadow Pond, Town Forest, and Center Street Greenway. The Commission also worked on various projects involving beaver issues, trail construction and maintenance and signage, and other conservation land management concerns. There are two CPA grants addressing trails. The first, approved in May 2019, funds signage and trail improvements at all conservation properties. The second approved in May 2021 provides funds to build a new trail called the Crosstown Trail. It will run from Main St near the high school through

Cultural Council

Marguerite Foley, Chair

Susan D'Angelo

Janet Nolan

Jayne Jennings

Janus DeWolfe

The Groveland Cultural Council, a member of the local Massachusetts Cultural Council program, provides yearly funding through small grants for events surrounding the Arts, Humanities and Interpretive Sciences. Each year, the Council reviews grant applications for a variety of events including concerts, art exhibits, musical performances, historical series, literary festivals, library and school programs, theatrical events, class offerings for senior citizens and a variety of other public events. The Council appreciates emerging as well as established individuals and organizations and strives to grant funding for a diverse group of community and surrounding programs.

The Groveland Cultural Council (GCC) met for the annual Voting Meeting on December 1, 2021, in Town Hall. Eighteen grant applications were received. Eight applications were declined as they did not meet community needs. The approved grants and their awards were as follows:

Applicant	Project Name	Award
Ipswich River Wildlife Sanctuary	Bird Walk	\$250
Newburyport Film Festival, Inc.	Jesslyn Sullivan	\$600
Open Air Sculpture	Bert Snow	\$500
Cantemus, Inc.	Frank W. Corbin	\$300
Grant Seeking Individuals	Thomas E. Rull	\$567
Groveland Historical Society, Inc.	Pines Speedway	\$3,500
Pentucket Fine & Performing Arts Foundation	Acapella Night	\$1,000
Friends of Veasey Park, Inc.	Fairy House Festival	\$2,000
OnStage, Inc.	Theatre in the Open	\$600
Museum of Bad Art, Inc.	Louise Sacco	\$500



Council on Aging

Kathryn Alesse, Chair

Anita Wright, Vice Chair

Dot DiChiara, Treasurer

Irene Thomas, Secretary

Marie Waller, Member-at-Large

The Mission of the Council on Aging is to advocate for Groveland's older adults, to identify their needs, to develop and implement services, to meet their health, economic, social, and cultural needs, to encourage maximum independence and to improve their quality of life.

As Groveland's aging population continues to grow, the COA has continued to increase the efforts to reach isolated / lonely residents. This effort is more important than ever as food insecurity, isolation and loneliness have grown

during the pandemic, especially for the aging population.

As COVID-19 was still heavily present during the early summer months, many indoor programs had to be cancelled. The COA assisted seniors in obtaining COVID-19 vaccination and booster appointments.

Programs slowly returned as events were able to be held outdoors under the new tent. The Groveland COA fully reopened in September 2021 to provide services to seniors.



The Town purchased a new van for the COA's use under the Capital Improvement Plan in the fall. The larger capacity of the van serves more people per van trip and positively impacts the variety of trips available.

For the fall months all events were placed on hold again due to COVID-19. When spring arrived many of programs returned, due to the decrease in COVID-19 cases and increase in COVID-19 vaccines.

Director Denise Gilman resigned in November. Nisha Burke was made acting Interim Director until new Director Amanda Fisher was hired in January. Van Driver Ken DuSombre also resigned, and the COA is presently interviewing van drivers. The Annual Volunteer Appreciation Brunch held on Senior Day was held in April.

Denise Gilman, Director: July 2021- November 2021

Amanda Fisher, Director: January 2022

Nisha Burke, Assistant Director & Program/ Transportation/Data Coordinator July 2021- June 2022

Maria Yagual, Outreach Coordinator

Frank Sapienti & Ken Dusombre, Van Driver

Food services have expanded through the year and the COA looks forward to being able to service even more residents once the offices and pantry are moved, and plans for a freezer, refrigerator and more shelving are being considered as we strive to reach more clients.

Statistics and Outreach Services. Groveland COA applied for and received the annual EOE Formula Grant which is based on the over 50 aged population of the Town. Monetary and material donations to assist our programs have been generously given by Pentucket Bank, The Groveland



Pictured above: Director Amanda Fisher, Representative Mirra and MaryAnn Nay with Senator Tarr's Office

Congregational Church, the Haverhill Breakfast Club, and residents. The Friends of the COA give continued support to the COA by helping us to make necessary purchases and sponsoring programs which are not provided by other funding.

The ongoing services provided through Groveland's COA Outreach program include phone reassurance, Elder Mental Health Outreach (EMHOT) in conjunction with the Amesbury COA, elder legal advice, fuel assistance, veterans' services, SNAP (Supplemental Nutrition), MassHealth application assistance, USDA food program, the Haverhill UTEC food box program, yard and home maintenance

assistance. These programs combined were utilized by 2003 (442 unduplicated) seniors. The COA provided 3558 meals (35 unduplicated) through the Meals on Wheels program that provide assistance to the elder population. Volunteers and the Program Director distributed 1122 pounds of food and necessities from Our Neighbor's Table.

NEET (Northern Essex Elder Transportation) for Groveland seniors. Groveland volunteers drove 34 clients a total of 1,599 miles to physician appointments. The COA van provided rides to 1478 (117 unduplicated) seniors. Volunteers from AARP in conjunction with the COA assisted 52 seniors with tax preparation. Our COA sponsored exercise programs were attended by 664 (45 unduplicated) seniors. Community education, information sharing, social and cultural events were attended by a total of 725(188 unduplicated) seniors. Grocery shopping was used by 237 people (22 unduplicated).

COA-sponsored programs have been well-attended despite having had to cancel many programs due to COVID restrictions. Events were attended by 1999 seniors (286 unduplicated), and 206 seniors (97 unduplicated) went on the COA-sponsored trips. Staff were kept busy answering the phones and responding to walk-in encounters of 3321 people (only 469 unduplicated). Medical equipment was checked out 11 times (10 unduplicated).

AGE RANGE	COUNT	PERCENT
AGES 55-59	10	1.6%
AGES 60-64	63	9.9%
AGES 65-69	94	14.8%
AGES 70-74	137	21.6%
AGES 75-79	109	17.2%
AGES 80-84	101	15.9%
AGES OVER 85	99	15.6%
AGES BELOW 56	21	3.3%
UNKNOWN	1	0.2%
TOTAL	635	100%

Production of the bi-monthly COA newsletter is now produced by Senior News Publications at no cost, as advertising procured by the company pays for the publishing. Seniors have also been urged to sign up for email receipt of the newsletter to reduce mailing costs. These changes have freed up grant money for other important COA needs.

The Council looks forward to expanding services, which will be facilitated once the COA and Food Pantry move to more spacious accommodations in Town Hall.

Ongoing Services Offered

Pentucket Walking Club; 3B Fit class; Outdoor Yoga; Get Movin' exercise class; Blood Pressure Clinics; Health Maintenance Clinics; Hearing Aid Help; twice monthly Tuesday Movie Afternoons; Art Group; FREE Legal Help; Veterans' Services; Trips and Travel; Brown Bag Program; COA Van Transportation; Northern Essex Elder Transport; Food Pantry; Our Neighbor's Table; Friendly Visitors; Fuel Assistance; Hot Meals; Meals on Wheels; Medical Equipment to Loan; S.H.I.N.E; Shopping on the COA Van; Traveling Chef Meals; S.N.A.P. (Supplemental Nutrition Assistance Program (Formerly the Food Stamp program) Applications; UTEC Food boxes; FREE AARP Tax Preparation Assistance; Real Estate Tax Work-Off Program; Telephone Reassurance; In-home Hairdresser; Game Day



Library Board of Trustees

Darcy Lepore, Director

Leonard Lee Thomas, Chair

Robert Downey, Vice Chair

Laurel Puchalski, Secretary

Mary Lou Costello, Treasurer

Jan Dempsey

Lindsey Aylward

Kathy Prunier

Jay Collins

Nancy Hurley

The Langley Adams Library's mission is to provide a wide range of information and materials, using traditional and innovative methods, for all ages, to promote, encourage, and support the diverse needs within the community. The Library also provides a friendly space for the community that will encourage curiosity, free inquiry, and lifelong learning. The Library Staff and Trustees are dedicated to providing the best service to all patrons.

The Library started extending technology appointments to the public. One of our Library Assistants offers appointments for patrons needing assistance with their smart phones, other devices, email, and more. The hope is to expand this service in the future. The Library also began offering a database called US News stream to the public, which they

can

access with their library cards. They can access many up-to-date publications from all over the country with this service, including The Boston Globe and The Boston Herald. The Library started working with other Town departments and citizens on a project to increase sustainability and awareness about the environment in Groveland. We will absolutely continue this throughout the future fiscal years.



The Library has a brand new website thanks to the efforts of the Town Administrator, The Board of Trustees, and the Board of Selectmen. We have been able to accomplish various website goals and have a great relationship with the company that maintains it, John Guilfoil Public Relations.

Sue Nakanishi, Adult Services Librarian

Shaun Hood, Library Assistant

Bergen Daley, Youth Services Librarian

Matthew McNichol, Library Assistant

Lauren Towler, Senior Library Assistant

Justin Doucette, Library Page



**Langley-Adams
Library**
GROVELAND • MA

Pentucket Regional School District

Dena Trotta, Chair

Christopher Markuns, Vice Chair

Wayne Adams

Joanna Blanchard

Emily Dwyer

Marie Felzani

Richard Hodges

Ashley McLaughlin

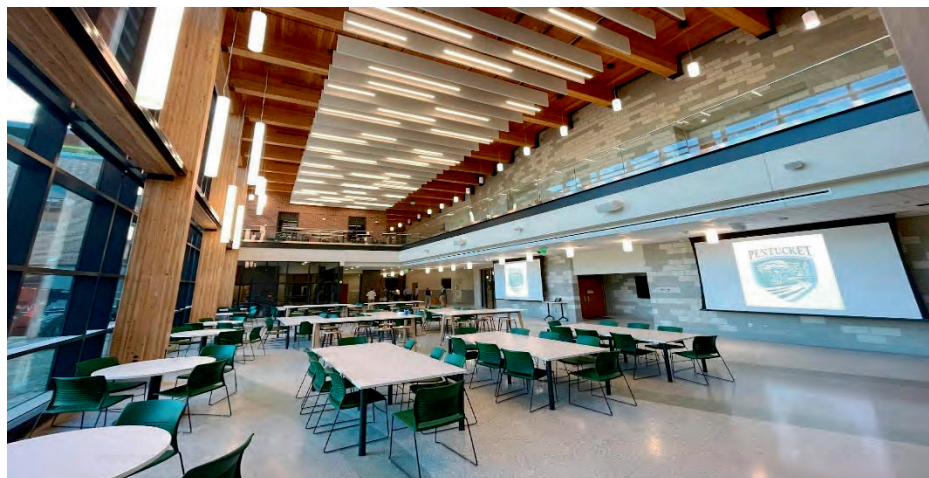
Christine Reading

Justin Bartholomew, Ed.D.

The 2021-2022 school year saw the return of all students into school buildings every single day. During the previous year and four months, Pentucket students were learning remotely and in person due to the restrictions imposed on all public schools by the federal and state governments. Fortunately, Pentucket was able to have more in-person school days than any other school district in the area thanks to the close collaboration between each Town's respective Health Agent and the Superintendent of Schools. The positive impact of having more in-person instruction was evident on end of year assessments where Pentucket started making great strides to closing the gap on academic performance relative to nearby and similar school districts. While pleased with the performance, there is still a significant amount of work that needs to be done academically, and that challenge grows each year

as the reduction of state funds to our district places a tremendous burden on our three Pentucket Towns.

Meanwhile, significant progress was made on the new Pentucket Regional Middle-High School. That building is slated to open for students in September of this year, and while construction will continue through August of 2023, students will spend the full year in that building. Perhaps of greatest significance in regard to the building project is that it remains within budget and the schedule is on-time. This is extraordinarily rare, and particularly significant given the extreme cost increases in materials. We are and will continue to remain grateful to the citizens in all three Pentucket Towns for their constant support of our children and the educational process.



Pictured above: The new Pentucket Regional Middle/High School Cafeteria.

Pentucket Regional High School

Jonathan Seymour, Principal

The 2021-2022 school year was a year that those of us who worked at or attended Pentucket Regional will never forget. Student enrollment was 634 and consisted of 154 students from West Newbury, 252 from Groveland, 210 from Merrimac, and 18 school choice students. 177 students graduated in the class of 2022.

After the shutdown year of 2019-2020 and the mostly hybrid year of 2020-2021 we started the year with all students attending school every day. As the year went on the mask requirement was eventually removed and school took on a more familiar look and feel. Another major part of the school year was living through the construction process as the new school slowly came together behind the existing school. Watching the new school being built each day was exciting and helped create a lot of anticipation for the next year. While the graduating class felt like they missed the chance to be a part of the new school, the rest of the student body left for summer break looking forward to attending school in a new building.

The past three school years have brought more challenges than any of us could have imagined. Challenges bring opportunities and we got to work with so many staff, students and parents who rose to the occasion to provide support when needed, and we have all needed support in big and small ways.

Students and staff at PRHS are grateful for the continued support of the Town of West Newbury.

Pentucket Regional Middle School

Terrence Conant, Principal

The 2021-2022 school year was a bittersweet year as students and staff worked to close the previous middle school building in preparation for moving into a new state-of-the-art space. To prepare for the upcoming changes, both students and staff worked to ensure that our move would be smooth. Last year's student enrollment at the middle school was 331 comprising 99 students from West Newbury, 128 from Groveland, and 104 from Merrimac.

New curriculum has also been implemented in the middle school for the 22-23 school year. This has included foundational work such as completing an audit on the entire Science curriculum K-12, resulting in the adoption of a new program grades 6-8.

In addition to the science curriculum, staff continued to use student data to inform instruction. This was evident through the administration of the iReady assessment. This assessment provides students and staff with a baseline, strengths and opportunities for growth, and learning targets that students should expect to meet by the end of the school year. Last spring we recorded our largest growth in mathematics that we have seen since the implementation of the program. This data ensures that staff used the program to skillfully implement the high-quality resources purchased by the district in recent years, and students responded accordingly.

Professional development during the school year was targeted to align with students' needs. This included a book study on the text, "Grading for Equity" by Joe Feldman. This book club examined

teachers' grading methods, compared to recent research on the topic. This led to staff changing their classroom instruction and trying different methods of assessment. The group continued to meet after the conclusion of the study, culminating in the district adopting a new homework policy and grading descriptors to ensure that all students understand how they are to be graded as staff continue to develop competency-based lessons and assessments.

A major goal of the middle school this past year was to begin to implement a positive behavior intervention and support system (PBIS). This is an ongoing process, but this past year we implemented our PRIDE acronym (prepared, respectful, inclusive, determined, and excellent). This along with an expectations matrix has allowed for the school to communicate expectations for all areas of the school, hopefully creating an environment in which all members feel a sense of belonging.

Dr. Elmer S. Bagnall Elementary School

Jim Day, Principal

The Dr. Elmer S. Bagnall School is located in the town of Groveland, Massachusetts, and serves the students from Pre-Kindergarten to Grade 6. The Bagnall School provides local educational services to the residents of Groveland. The enrollment for the FY22 school year was 488 students, Preschool to Grade 6.

School Highlights from 2021-22

- Teachers focused on developing cohesive units of instruction that incorporated UDL (Universal Design for Learning) and SEL (Social Emotional Learning) strategies.
- Bagnall started a "Kindness Crew". Students worked to spread kindness through our community.
- School administration implements Coffee/Conversation monthly open to parents/stakeholders.

Curriculum and Instruction

- Students received the core academic disciplines of math, science, ELA, and social studies. Specials include PE, Art, and Music.
 - Math - students use Eureka math as the primary source for math instruction. Eureka math is the most highly utilized math program nationwide.
 - Literacy - students use our Wit and Wisdom program for literacy and writing.
- Professional Walkthroughs by administration continue to guide instructional design.

Assessment

- Bagnall administered MCAS in Spring 2022 for gr. 3-6 (ELA and Math) and Science (gr. 5).
- Bagnall implemented diagnostic assessments three times last year in grades K-6, and the results were used to make decisions on curriculum and instruction.

Community Service/Collaboration

- 5th/6th Grade Community Service Group. The students ran a Coat Drive and School Store.
- Bagnall Fourth Graders participated in our Open Space program. This is an experience that allows our students to explore our Science standards in an authentic way and provides students, parents, and community members an opportunity to work together.
- School administration worked with the Town of Groveland to improve facilities both indoors and outdoors (tile floors, courtyards, school sign).
- School administration works together with Groveland Police Department and Groveland Fire Department to improve school safety (Standard Response Protocols).

Groveland Graduates

Brithany Abreu	Cody Goss	Frank Majewski
Gabrielle Accardi	Jonas Grant	Sydney Matthews
Jocelynn Alcantara	Megan Hamel	Grace Milius
Sofia Athanasopoulos	Riley Hamel	Gavyn Otero
Michael Bochman	Jett Haryslak	Angelique Ouimet
Benjamin Castle	Cameron Hegarty	Amelia Page
Grace Clevesy	Daniel Hileman	Christopher Paizante
Jillian Colbert	Alexander Hill	Adam Payne
Che Condon	Ethan Hunt	Cadynce Pesce
Jessica Cooney	John Hurley	Ryan Pfifferling
Julia Daley	Brian Inger	Owen Raftery
Nicholas Daly	Dignan Jaslowich	Luke Redgate
Ethan Davey	Kaitlyn Johnson	Thomas Ridgley
James Davis	Kara Keene	Michael Sarro
Megan Destefano	Elizabeth Kershaw	Seth Schweiqzer
Seamus Dowling	Jenna Krisiak	Derek Tardy
Jane Dunn	Brandon Lee	James Valeri
Caleb Durocher	Jesse Lee	Benjamin Venuti
Zachary Eckholt	Maxwell Ligols	Emily Wessant
David Farris	Hannah Longo	Spenser Wood
Sean Gallagher	Emma Lopata	Cooper Wright
Elias Garcia	Spencer Magan	Jacob Wrig

Grants



Municipal Vulnerability Preparedness (MVP)
Action Grant
Executive Office of Environmental and Energy Affairs (EOEEA)
\$82,168.00

Johnson Creek Watershed Flood Resiliency Project

The Johnson Creek Watershed has several areas of flooding concern. Flooding at some locations has historically occurred on an annual basis. The Town was awarded a grant from the Massachusetts Municipal Vulnerability Program to perform a detailed watershed-wide vulnerability study relative to potential future climate change conditions. Project objectives were as follows:

- Perform field data collection to evaluate high priority / high flood-risk locations throughout the watershed.
- Develop and calibrate a hydrologic and hydraulic model of the watershed to identify and quantify areas of flooding concern relative to current and future climate conditions.
- Develop a list of recommendations and a prioritized action plan to increase resiliency to climate change throughout the watershed, with a focus on Nature-Based Solutions.
- Perform targeted public involvement and community engagement activities throughout the Project.

Shared Streets
Massachusetts Department of Transportation
\$59,452.36

Elm Square Pedestrians Improvement

The project includes the implementation of permanent infrastructure that will enhance pedestrian connectivity and accessibility between Elm Square and the regional trail network, nearby recreational facilities, and other Elm Square destinations. The scope involves new and improved sidewalks and crosswalks to make walking safer in Elm Square and surrounding neighborhoods. The project also proposes introducing a delineated and protected walking area on the southwestern portion of Main Street, which helps narrow the wide roadway and delineates existing on-street parking to avoid the new walking area while buffering it from traffic, helping to create a safer walking environment¹





MassWorks - Small Town Rural Assistance Program (STRAP)
Executive Office of Housing and Economic
Development \$1,000,000.00

Uptack Culvert Replacement

The existing culvert carrying Uptack Road over Johnson Creek in Groveland, MA will be demolished and replaced with a 3-sided precast concrete box culvert (9ft wide x 8.4' high) supported on precast concrete spread footings. There will be adjacent precast headwalls and cast-in-place wingwalls at each end of the proposed culvert. The proposed culvert, spread footings, and headwalls shall be contractor designed in accordance with these special provisions. There will be new S3-TL4 bridge rail installed over the culvert with guardrail and transition to bridge rail at all four bridge approaches with compliant end treatments, as required. The road will be closed during construction and the contractor shall be responsible for providing all necessary signage and barricades required by the temporary traffic control Plans. The work to be done under this contract includes all design, equipment, materials, labor, and incidentals required to complete all work shown on the Plans.



Community Planning-OneStop Program
Department Housing Community Development
\$75,000.00

Comprehensive Master Plan

The Master Plan project will produce a long-range vision for the community. This Plan will help provide a basis for decision-making about key planning issues, while offering implementation strategies to address future land use, open space and recreation, natural, cultural, and historic resources, housing, public facilities and services, and economic development. The plan will follow the guidelines for Comprehensive Master Plans as outlined in Massachusetts General Law c. 41 81D and include the incorporation of recent Town of Groveland studies distilling their most salient points in support of the larger Master Plan vision.

MassWorks
Executive Office of Housing and Economic Development
\$380,000.00

School Street/Salem Street Intersection Signalization

The work under this contract consists of the installation of a new traffic signal system at the intersection of Salem Street at School Street in Groveland to improve the capacity and safety characteristics of the intersection. In addition, the work will include, but is not limited to Americans with Disabilities Act (ADA) / Architectural Access Board (AAB) compliant accessible

pedestrian ramps, sidewalk reconstruction, warning and regulatory signage, pavement markings, landscaping, and other incidental work.

Complete Streets
MassDOT
\$400,000.00

Sidewalk Installation / Reconstruction of Route 97 (School Street) from Parker Street to Gardner Street

The work is along School Street from Parker Road to Gardner Street. The scope of work includes, but is not limited to, full depth widening, excavation and removal of unsuitable sidewalk material, furnishing and installing hot mix asphalt paving, removing and resetting existing granite curb, furnishing and installing new AAB/ADA compliant cement concrete sidewalks and cement concrete wheelchair ramps, granite and hot mix asphalt curb, adjustment of existing structures to final grade.



Safe Route to School (SRTS)
MassDOT
TBD

Center Street Sidewalks

To improve connectivity safety and accessibility for students who walk to school and encourage additional students to walk to school. The project proposes to install pedestrian infrastructure along Center Street for students approaching Dr Elmer S Bagnall Elementary. School Pedestrian connectivity will be improved by constructing new sidewalk along the south side of Center Street. The sidewalk will connect a few dense neighborhoods with numerous school children and tie into the existing sidewalks on School Street (Route 97), which provides direct access to Dr Elmer S Bagnall Elementary School and the soon to be constructed community trail, a TIP funded project. Sidewalks with granite curbing along Center Street will enhance the safety of pedestrians by separating vulnerable road users from vehicles traveling the roadway. Striping crosswalks across each intersecting side street will further improve the safety of pedestrians by increasing their visibility and driver awareness. Accessibility will be enhanced for those with disabilities by constructing sidewalks with ADA compliant cross slopes and ADA compliant curb ramps at each intersecting side street where none exist today.



#THIS IS GROVELAND



APPENDIX

APPENDIX A: Board and Committees Town Appointments, Elected Officials and Terms

Appointed Town Boards and Committees

(July 1, 2021-June 30, 2022)

Affordable Housing Committee (5 members, 1-year terms)

- vacant, vacant, vacant, vacant, vacant

Board of Registrars (3 members, 3-year terms)

-Susan D'Angelo (Republican), Mary Kathleen Greaney (Unenrolled), vacant (Democrat)

Cable Advisory Committee (3 members, 1-year terms)

-Tracy Gilford, Seth Graham, Elizabeth Rose, vacant, vacant

Capital Improvement Committee (5 members and ex-officio, 3-year terms)

-vacant, vacant, vacant, vacant, vacant, Board of Selectmen (ex-officio)

Community Preservation Committee (6 members, 3-year terms)

-Edward Watson BOS (resigned October 2021), Jason Naves Open Space, Michael Dempsey ConCom, James Scanlon Finance, Elizabeth Gorski GHA, Linda Friel Historic, James J Bogiages Planning

Conservation Commission (7 members, 3-year terms)

-Frederick O'Connor, John Gebauer (resigned May 2022), Michael Dempsey, Stephanie Bartelt, William Formosi, William M. Grim III, Thomas Schaefer

Council on Aging (5 members, 3-year terms)

-Kathryn Alesse, Dorothy DiChiara, Irene Thomas, Marie Waller, Anita Wright

Cultural Council (5 members, 6-year terms)

-Susan D'Angelo, Janus DeWolfe, Marguerite Foley, Jayne Jennings, Janet Nolan

Elm Square Committee (7 members, 1-year terms)

-Brian Connell, Michael Dempsey, Elizabeth Gorski, Kathleen Kastrinelis, Gregory Stark Jr.,

Joanna Valhouli Davis, Lee Yang

Finance Board (7 members, 3-year terms the BOS may appoint 2 alternate members, 2-year terms)

-Melissa Baker, Theresa Dunn, Sarah McGrath, Ruth Rivard, James Scanlon, vacant, vacant, Susan Yaskell (alternate), vacant (alternate)

Groveland Day Committee (7 members, 1-year terms)

-Leah Bates, Lisa Chandler, Beth Greenhagen, Jill Krisiak, Mike Potter, Elizabeth Zimmerman, vacant

Historical Commission (5 members, 3-year terms)

-Linda Friel, Dr. Dael Angelico-Hart, Lynn Pappas, Claire Walsh, vacant

Master Plan Steering Committee (5 members, 1-year)

-Joseph D'Amore, Michael Dempsey, Jason Naves, Walter Sorenson, John Stokes III

Open Space and Trails Committee (5 members, 1-year terms)

-Jennifer Caddigan, Michael Cordaro, Jason Naves, Kris Surette, vacant,

Recreation Committee (7 members, 1-year terms/ 3 alternate members)

-Karen LeBel, William O'Neil, Catherine Ouellette, Daniel Stewart, vacant, vacant, vacant, vacant (alternate), vacant (alternate), vacant (alternate)

Town Administrator Search Committee (9 members, 1year terms)

-Kathryn Alesse, Elizabeth Cunniff, Joseph D'Amore, Jeffrey Gillen, Greg Labrecque, Janet Nolan, Rebecca Oldham, Ruth Rivard, Robert Valentine

Town Government Study Committee (7 members, 1-year terms)

-Joseph D'Amore, Paula Burke, John Christopher, Andrew Cox, Michael Dempsey, Elizabeth Gorski, John Osborne

Zoning Board of Appeals (5 members, 3-year terms/ 2 alternates, 1-year terms)

-Chris Goodwin, Matthew Guy, Jason Naves (start March 2022), Jason Norman (resigned April 2022), John Stokes II, Brad Ligols (alternate), vacant (alternate)

Annually Appointed Town Officers

(July 1, 2021-June 30, 2022)

<u>Position</u>	<u>Name</u>
ADA Coordinator.....	Sam Joslin
Administrative Assistant Board of Selectmen.....	Katheryn Worden (resigned 10/18/2021)
Animal Control Officer.....	Stephen M. Sargent
Assessing Manager	Julie Yebba
Assistant Treasurer/Collector.....	Michele Beegan (resigned 10/12/2021)
Building Inspector.....	Sam Joslin
Burial Agent.....	Elizabeth Cunniff
Council on Aging Director.....	Denise Gilman (resigned 11/18/2021)
Council on Aging Director.....	Amanda Fisher (start 1/18/2022)
Dockmaster	Robert Raimondi
Dockmaster.....	Nicholas RC Toleos
Earth Removal Enforcement Officer/ Site Inspector... ..	Renny Carroll
Emergency Management Director.....	Stephen M. Sargent
Assistant Emergency Management Director.....	Jeffery T. Gillen
Forest Fire Warden.....	Robert Valentine
Economic Development Planning & Conservation Director.....	Rebecca Oldham (resigned 10/20/2021)
Economic Development Planning & Conservation Director.....	Annie Schindler (start 12/31/2021)
Election Constable... ..	Dave Tuttle

Election Constable.....Edward Reed
 Environmental Program Coordinator.....Annie Schindler (resigned 12/31/2021)
 Harbormaster..... Michael J. Vets
 Health Agent..... Rosemary Decie
 Health Nurse.....Anita Wright
 Health Nurse.....Kathleen Hashem
 Merrimack Valley Planning Commissioner.....Rebecca Oldham (resigned 1/18/2022)
 Merrimack Valley Planning Commissioner..... Annie Schindler (start 1/18/2022)
 Merrimack Valley Planning Commissioner Alternate..... Rebecca Oldham (start 1/18/2022)
 Plumbing/ Gas Inspector..... Richard K. Danforth
 Assistant Plumbing/ Gas Inspector.....Robert Baldini Jr.
 Assistant Plumbing/Gas Inspector.....Gerry Downs
 Right to Know Officer.....Vacant
 Town Accountant..... Ellen Petrillo
 Town Administrator..... Rebecca Oldham (start 10/20/2021)
 Town Counsel... ..Kopelman and Paige, P.C.
 Treasurer/Collector..... Michele Beegan (start 10/12/2021)
 Veteran's Agent..... Michael Ingham
 Wire Inspector..... Thomas Tombarello
 Assistant Wire Inspector..... Kevin Waddington
 Zoning Enforcement Officer... ..Sam Joslin

TOWN OF GROVELAND
OFFICE OF THE TOWN CLERK, 183 MAIN ST
TEL: 978-556-7221 FAX 978-373-6147
Elected Town Boards and Officials
(July 1, 2021 through June 30, 2022)

ASSESSOR

3 members, 3-year terms

William H Darke	5/5/2025
N Dana Moody	5/1/2023

CEMETERY COMMISSION

3 members, 3-year terms

Vernon N Cotton	5/6/2024
Raymond S Dower III	5/5/2025
Michael A. Kastrinelis	5/1/2023

HEALTH BOARD

3 members, 3-year terms

David J Greenbaum	5/5/2025
Deborah Kadar-Hull	5/1/2023
James Stepanian	5/6/2024

HOUSING AUTHORITY

5 members, 5-year terms

Inger Burke	5/1/2023
Elaine M Davey	5/4/2026
Elizabeth A Gorski	5/6/2024
Kathleen M Prunier	5/5/2025
Kimberly R Jackson	Appointed

LIBRARY TRUSTEE

9 members, 3-year terms

Jay A Collins	5/5/2025
Marylou Costello	5/6/2024
Jan L Dempsey	5/6/2024
Robert I Downey	5/1/2023
Nancy M Hurley	5/5/2025
Jamie L Koulouras resigned	2/17/2022
Kathleen M Prunier	5/5/2025
Laurel B Puchalski	5/1/2023
Leonard L Thomas	5/6/2024

LIGHT COMMISSION
MODERATOR

1-year term

William H Darke	5/1/2023
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PLANNING BOARD

5 members, 5-year terms

Brad M Ligols	5/3/2027
Dennis J McNulty	5/1/2023
Walter F Sorenson Jr	5/1/2023
John Stokes III	5/1/2023

SCHOOL COMMITTEE

3 members, 3-year terms

Lana Marie Durocher	5/5/2025
Emily M Dwyer	5/1/2023
Ashley McLaughlin	5/6/2024

SELECTMEN

5 members, 3-year terms

Kathleen Kastrinelis	5/1/2023
Daniel MacDonald	5/6/2024
Jason E Naves	5/1/2023
Mark J Parenteau	5/5/2025
Edward H Watson	5/6/2024

TOWN CLERK

3-year term

Elizabeth M Cunniff	5/5/2025
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WATER/SEWER COMMISSION

3 members, 3-year terms

Jon Bellinger	5/2/2022
William M Grim III	5/6/2024
Jonathan Riopelle	resigned 4/5/2022

TOWN OF GROVELAND
OFFICE OF THE TOWN CLERK, 183 MAIN ST
TEL: 978-556-7221 FAX 978-373-6147

Elected Town Boards and Officials
(July 1, 2021 through June 30, 2022)

ASSESSOR

3 members, 3-year terms

CEMETERY COMMISSION

3 members, 3-year terms

HEALTH BOARD

3 members, 3-year terms

HOUSING AUTHORITY

5 members, 5-year terms

LIBRARY TRUSTEE

9 members, 3-year terms

LIGHT COMMISSION

3 members, 3-year terms

MODERATOR

1-year term

PLANNING BOARD

5 members, 5-year terms

SCHOOL COMMITTEE

3 members, 3-year terms

SELECTMEN

5 members, 3-year terms

TOWN CLERK

3-year term

WATER/SEWER COMMISSION

3 members, 3-year terms

APPENDIX B: May 2, 2022 Local Election Results

LOCAL ELECTION

2-May-22

GROVELAND

Official Results

	Precinct 1	Precinct 2	Total
TOTAL VOTED	587	619	1206
REGISTERED VOTERS	2714	2705	5419

<u>Elected Position</u>	<u>Candidate</u>	<u>Precinct 1</u>	<u>Precinct 2</u>	<u>Total Votes</u>
<u>Assessor 3 Years</u>	<u>Vote for One</u>			
Candidate for Re-Election	William H Darke	452	490	942
Write In Candidate		6	2	8
<u>Write In</u>				
Other		0	1	1
Blank		129	126	255
Total Votes		587	619	1206

<u>Assessor 1 Year</u>	<u>Vote for One</u>			
Write In Candidate		0	0	0
Write In Candidate		5	6	11
<u>Write In</u>				
Other		23	12	35
Blank		559	601	1160
Total Votes		587	619	1206

<u>Selectman 3 Years</u>	<u>Vote for One</u>			
Candidate for Re-Election	William G O'Neil	252	250	502
Candidate	Mark J Parenteau	303	328	631
Write In Candidate		0	1	1
Write In Candidate		0	0	0
<u>Write In</u>				
Other		3	0	3
Blank		29	40	69
Total Votes		587	619	1206

<u>Board of Health 3 Years</u>	<u>Vote for One</u>			
Candidate	David J Greenbaum	432	465	897
Write In Candidate		1	2	3
<u>Write In</u>				
Other		3	0	3
Blank		151	152	303
Total Votes		587	619	1206

<u>Cemetery Commissioner 3 Years</u>	<u>Vote for One</u>			
Candidate for Election	Raymond S Dower, III	432	463	895
Write In Candidate		0	2	2
<u>Write In</u>				
Other		3	0	3
Blank		152	154	306
Total Votes		587	619	1206

<u>Library Trustee 3 Years</u>	<u>Vote for Three</u>			
Candidate for Election	Jay A Collins	385	437	822
Candidate for Election	Kathleen M Prunier	369	396	765
Write In Candidate	Nancy M Hurley	12	11	23
Write In Candidate		6	8	14
<u>Write In</u>				
Other		2	0	2
Blank		987	1005	1992
Total Votes		1761	1857	3618

Light Commission 3 Years

Candidate for Re-Election	<u>Vote for One</u>			
Stephen J Daniels	448	476	924	
Write In Candidate	0	1	1	
<u>Write In</u>				
Other	2	0	2	
Blank	137	142	279	
Total Votes	587	619	1206	

Moderator 1 Year

Candidate for Re-Election	<u>Vote for One</u>			
William H Darke	426	474	900	
Write In Candidate	0	2	2	
<u>Write In</u>				
Other	0	0	0	
Blank	161	143	304	
Total Votes	587	619	1206	

Planning Board 5 Years

Candidate	<u>Vote for One</u>			
Brad M Ligols	384	425	809	
Write In Candidate	0	5	5	
<u>Write In</u>				
Other	5	0	5	
Blank	198	189	387	
Total Votes	587	619	1206	

Planning Board 4 Year

Write In Candidate	<u>Vote for One</u>			
5	10	15		
<u>Write In</u>				
Other	10	9	19	
Blank	572	600	1172	
Total Votes	587	619	1206	

Planning Board 1 Year

Write In Candidate	<u>Vote for Two</u>			
John F Stokes III	0	9	9	
Write In Candidate	0	10	10	
Dennis J McNulty	10	2	12	
Write In Candidate				
<u>Write In</u>				
Other	0	0	0	
Blank	1164	1217	2381	
Total Votes	1174	1238	2412	

School Committee 3 Years

Candidate for Re-Election	<u>Vote for One</u>			
Richard C Hodges	211	261	472	
Candidate	293	276	569	
Lana Marie Durocher	1	0	1	
Write In Candidate				
<u>Write In</u>				
Other	1	0	1	
Blank	81	82	163	
Total Votes	587	619	1206	

Town Clerk 3 Years

Candidate for Re-Election	<u>Vote for One</u>			
Elizabeth M Cunniff	451	489	940	
Write In Candidate	1	1	2	
<u>Write In</u>				
Other	3	2	5	
Blank	132	127	259	
Total Votes	587	619	1206	

Water/Sewer Commission 3 Years

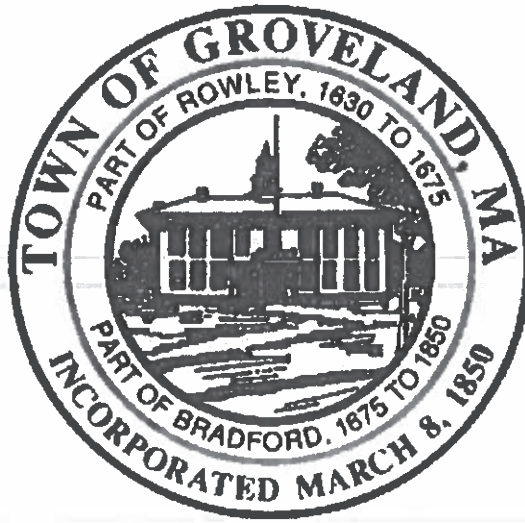
Write In Candidate	<u>Vote for One</u>			
13	21	34		
<u>Write In</u>				
Other	0	0	0	
Blank	574	598	1172	
Total Votes	587	619	1206	

<u>Water/Sewer Commission 2 Years</u>	<u>Vote for One</u>			
Write In Candidate	William M Grim III	7	14	21
Write In Candidate		4	9	13
<u>Write In</u>				
Other		0	0	0
Blank		576	596	1172
Total Votes		587	619	1206

<u>Ballot Question 1</u>	<u>YES</u>			
	<u>NO</u>	201	244	445
		366	363	729
Blank		20	12	32
		587	619	1206

<u>Provisional Ballots Total Received</u>	6		
Provisional Ballots Counted	2		2
Provisional Ballots Not Counted	4	3	1

APPENDIX C: 2021 Special Town Meeting Warrant



TOWN OF GROVELAND

2021 SPECIAL TOWN MEETING WARRANT COMMONWEALTH OF MASSACHUSETTS

Special Town Meeting: Monday, December 6, 2021

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, December 6, 2021 @ 7:00 P.M. to act upon or take any other action relative thereto on the following Articles:

A moment of silence was offered for the passing of Richard C. Abbott Sr. Groveland resident and former Town Clerk/Collector.

Special Town Meeting Opened at 7:47 PM December 6, 2021

ARTICLE 1: To see if the Town will vote to transfer THIRTY-TWO THOUSAND DOLLARS (\$32,000.00) from the Stabilization Fund Account #8500-040-35992-000; to the Personnel Buy Back Account #2410-040-49700-000; or take any other action relative thereto Article submitted by Board of Selectmen (*Requires a 2/3rds majority*)

Note: An employee is retiring and the Town will need additional funds to buy-back accumulated sick leave.

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN: 12/06/2021- Motion made to move favorable action and seconded.

Vote unanimous article passes so declared the moderator.

ARTICLE 2: To see if the Town will vote to transfer FIFTEEN THOUSAND DOLLARS (\$15,000) from Stabilization Fund Account #8500-040-35992-000 to the Consultant Expense Account #1001-122-54000-054 for a Consultant Treasurer; or take any other action relative thereto Article submitted by Board of Selectmen (*Requires a 2/3rds majority*)

Note: These monies will be used to pay the treasurer consultant to help transition the new town treasurer.

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

FINANCE BOARD RECOMMENDS:

DATE AND ACTION TAKEN: 12/06/2021 - Motion to amend Article 2 to be presented.

The Moderator read the article as written. Board of Selectmen member read the amended article to be presented.

AMENDED ARTICLE 2: I, Kathleen Kastrinelis do hereby move to amend Article 2, to remove "Consultant Expense Account 1001-122-54000-054" and to replace with "Treasurer/Collection Clerk 1001-133-51112-051".

Amended article was moved and seconded.

Moderator requested an explanation for the amendment. Kathleen Kastrinelis spoke; The cost of the consultant is too expensive, replacing with a treasurer clerk will give support with less cost.

Discussion: Request made by Resident and Town Clerk, Elizabeth Cunniff not to amend the article, but to accept Article 2 as written, to fund a Consultant Treasurer. Requesting that the Board of Selectmen stand by their original decision and approved article to fund the Consultant. To finally put the Town of Groveland on the road to an efficient Treasury Department. Resident and Board of Selectmen member Daniel MacDonald supported that position not to amend the article, based on the discussion made during the hiring process of the Treasurer position in October when promises were made to support the Treasurer with a high caliber consultant allowing her to grow into the position. He has reservations on the treasurer clerk support now offered. Board of Selectmen, Kathleen Kastrinelis spoke in support of the amended article, the cost of the consultant is too great. This amendment sets up support with Treasurers from surrounding towns and offers a low level clerical support. A resident spoke asking for clarification and a cost differential of hiring an Assistant Treasurer/Collector. Kastrinelis responded that the Assistant Treasurer/Collector was already voted in the 2021 budget and this request is for a part time lower level assistance.

Simple majority required, hand count requested.

ARTICLE 5: To see if the Town will vote to accept as a public way under the provisions of M.G.L Chapter 82, as amended, Graeme Way as laid out by the Board of Selectmen and shown on a plan entitled, "Plan of Land in Groveland, MA – Street Acceptance Plan Showing Right of Way of Graeme Way" as prepared for Esty Way Realty Trust, George Haseltine, Trustee prepared by Millennium Engineering, Inc. dated May 11, 2020 as filed in the Planning Department and the office of the Town Clerk, and to authorize the Board of Selectmen to acquire, by such means and upon such terms and conditions as they see fit, 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 pass any vote or take any action relative thereto. Article submitted by the Planning Board

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

PLANNING BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN: 12/06/2021 - Motion made to move favorable action and seconded.

Discussion: Resident asked to see a map of the roadway, map not available. Current resident of Graeme Way stood in favor and declared as a current resident living on Graeme Way for the past four years, the road is great. Bob Danforth former member of the Planning Board, who voted on this article explained that this is the acceptable method of accepting roadways in Groveland and once accepted it will be added to the Town's inventory for Chapter 90 support.

Vote unanimous article passes so declared the moderator.

ARTICLE 6: To see if the Town will vote to accept as a public way under the provisions of M.G.L Chapter 82, as amended, Atwood Lane as laid out by the Board of Selectmen and shown on a plan entitled, "Street Acceptance Plan of Atwood Lane located in Groveland, Mass." as prepared for Evergreen Real Estate Trust, Al Couillard, Trustee prepared by The Morin Cameron Group, Inc. dated March 17, 2021 as filed in the Planning Department and the office of the Town Clerk, and to authorize the Board of Selectmen to acquire, by such means and upon such terms and conditions as they see fit, 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 pass any vote or take any action relative thereto. Article submitted by the Planning Board

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

PLANNING BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN: 12/06/2021- Motion made to move favorable action and seconded.

Vote unanimous article passes so declared the moderator.

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

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

Given under our hands this 8th day of November in the year of our Lord two thousand twenty-one.



Edward Watson, Chair



Kathleen Kastrinelis, Vice-Chair

Daniel MacDonald, Selectman



Jason Naves, Selectman



William O'Neil, Selectman

A true copy, attest:



Elizabeth Cunniff, Town Clerk



Jeffrey 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 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.



Elizabeth Cunniff, Town Clerk



Jeffrey Gillen, Police Chief

TOWN OF GROVELAND
2021 NOV 10 PM 1:14
-10-2021

APPENDIX D: 2022 Annual Town Meeting Warrant



TOWN OF GROVELAND

2022 TOWN MEETING WARRANT

COMMONWEALTH OF MASSACHUSETTS

Town Meeting: Monday, May 23, 2022

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, May 23, 2022 @ 6:30 P.M.** to act upon or take any other action relative thereto on the following Articles.

Annual Town Meeting opened at 7:20 PM, May 23, 2022

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2022
ANNUAL TOWN MEETING
TABLE OF CONTENTS

Summary of Revenues

FY22 TRANSFER ARTICLES

Article 1 Authorize FY22 Budgetary Transfer

GENERAL ARTICLES

Article 2 Authorize Petition for Chapter 90 Funds
Article 3 Authorize Transfer Chapter 90 Funds
Article 4 Vote to Accept M.G.L. c.98, § 56
Article 5 Vote to Authorize the Veasey Memorial Park Revolving Fund
Article 6 Vote to Authorize the Pines Maintenance Revolving Fund
Article 7 Vote to Remove the Zoning Board of Appeals Revolving Fund

GENERAL BYLAW ARTICLES

Article 8 Amend General Bylaws Section 6-1, Building Numbering
Article 9 Amend General Bylaws Section 4-3, Hours of Construction
Article 10 Add General Bylaws Section 8-23, Fences
Article 11 Amend General Bylaws Section 2-41, Senior Citizen Property Tax Work-Off Program
Article 12 Amend General Bylaws Section 2-41a of the General By-Laws, the Valor Act Property Tax Work-Off Program
Article 13 Amend General Bylaws Section 2-143a, Council on Aging

ZONING BYLAW ARTICLES

Article 14 Amend the Zoning Bylaw Section 50-2.1 Terms Defined to include Caretaker's Unit
Article 15 Amend the Zoning Bylaw Section 50-4.5 Table of Uses to include Caretaker's Unit

COMMUNITY PRESERVATION ARTICLES

Article 16 Appropriate from Recreation to establish a walking trail entrance to the Pines Recreation Area
Article 17 Appropriate from Historic Preservation to add an accessible lift at Veasey Park
Article 18 Appropriate from Historic Preservation to develop design and usage plans for Lucile's Cottage
Article 19 Appropriation of the Community Preservation Fund Fiscal Year 2023

FINANCIAL ARTICLES

Article 20 Transfer Funds from FY22 Free Cash to make capital upgrades at Bagnall School
Article 21 Transfer Funds from FY22 Free Cash to make capital upgrades at Town Hall Complex
Article 22 Accept Funds from Municipal Electric Department
Article 23 Transfer Funds from Conservation Fees Acct to Part-Time Salary Acct

- ## Article 41 Vote to fix the Salary and Comp of Elected and Appointed Officers

- ## APPENDIX E Table of Motions

Revenue Category	Description	Actuals FY20	Actuals FY21	Adopted FY22	Budgeted FY23
PROPERTY TAXES					
	Prior Years Levy Limit/Taxes	13,679,474	14,213,120	14,971,380	15,549,999
	Plus 2.5%	347,937	361,262	374,285	388,750
	New Growth	185,065	159,621	204,334	183,007
	Debt Exclusion-Town	333,087	325,499	317,912	316,563
	Debt Exclusion-PRSD	309,321	1,230,936	2,006,098	1,962,733
	Override	-	-	-	-
	TOTAL	14,854,884	16,290,438	17,874,009	18,401,051
LOCAL RECEIPTS					
	Motor Vehicle Excise	967,069	1,110,202	1,113,149	1,110,000
	Penalties & Interest	77,581	227,235	100,000	100,000
	PILOT	41,792	26,337	26,864	89,801
	Other Charges for Services	-	-	-	-
	Rentals (Cell Tower)	38,278	39,426	38,000	39,669
	Other Dept Revenue:				
	Police	3,059	5,452	3,812	3,800
	Fire	6,437	6,945	6,981	6,000
	Selectmen	12,900	11,800	12,583	11,000
	Cemetery	15,665	19,475	17,563	18,000
	Health	16,315	17,705	17,783	17,000
	Library	518	109	467	300
	Clerk	7,587	8,390	8,217	8,000
	Planning Board	10,150	11,517	12,998	4,000
	ZBA	-	400	133	400
	Collector	7,550	7,525	7,098	5,000
	Other	27,140	606	500	1,250
	Licenses and Permits	121,092	138,637	120,000	140,000
	Fines	40,988	35,385	36,000	35,000
	Investment Income	16,210	10,197	11,000	11,000
	Misc Recurring				
	Misc Non-Recurring		(11,792)	6,851	-
TOTALS		1,410,331	1,665,550	1,540,000	1,600,220
STATE AID					
	Chapter 70	60,542	65,200	65,470	65,470
	Unrestricted Aid	772,960	772,960	800,014	821,614
	Additional Assistance			-	-
	Surviving Spouse	-	-	-	-
	Elderly	4,016	4,016	29,044	25,992
	State Owned Land	119,276	122,379	142,118	142,040
	Public Libraries	9,130	11,115	12,071	11,360
	Other State Aid	20,729	14,457	15,636	12,994
TOTAL STATE AID		986,653	990,127	1,064,353	1,079,470
OTHER FINANCE SOURCES					
	Intergovernmental - Light	35,000	40,000	40,000	40,000
	Overlay Surplus	50,000	50,000	50,000	15,000
	Free Cash	85,000	85,000	-	85,000
	Stabilization			208,167	-
	Transfers from Other Funds			44,000	22,420
	Sale of Lots				
TOTAL Other Finance Sources		170,000	175,000	342,167	162,420
TOTAL RECEIPTS		17,421,868	19,121,116	20,820,528	21,243,161

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ARTICLE 1: To see if the Town will vote for a Fiscal Year 2022 budgetary transfer of TWENTY-SEVEN THOUSAND DOLLARS, \$27,000, from Essex Technical, 1001-301-58830-058, to Computer Hardware Maintenance & License Fees, 1001-155-52000-052; or take any other action relative thereto.
Article submitted by the Board of Selectmen.

Note: *This transfer would be for the current Fiscal Year.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 2: 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: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 3: To see if the Town will vote to transfer from the General Fund TWO HUNDRED TWENTY-SEVEN THOUSAND, FOUR HUNDRED NINE DOLLARS (\$227,409) 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 Highway Superintendent; 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: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 4: To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 98, Section 56, in its present form and as subsequently amended, which statute provides the Town the ability to impose upon the owner of any establishment wherein devices subject to the provisions of Chapter 98 of the General Laws are used, the fees for the sealing and inspecting of weighing or measuring devices; or take any other action relative thereto.

Article submitted by the Building Inspector

NOTE: The full text of Massachusetts General Laws, Chapter 39, Section 23D Section 56 can be found in Appendix C.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Moved to Table per Kathleen Kastrinelis, Second Ruth Rivard.

Majority Vote for Favorable Action to Table so declared the Moderator.

ARTICLE 5: To see if the Town will vote to amend the Town of Groveland General Bylaws section 2-42, by adding a new Revolving Fund, to be known as the Veasey Memorial Park Revolving Fund, as authorized by Chapter 44, Section 53E-½ of Massachusetts General Laws as set forth below and further to allow the Conservation Commission to expend funds not to exceed \$140,000 during Fiscal year 2023 from said account for expenses related to the operating costs, including salaries/wages, of Veasey Memorial Park; or take any other action relative thereto.

Article submitted by Conservation Commission

NOTE: As currently authorized the revolving fund does not account for expenditures related to salaries/wages. This article further clarifies the use of the revolving fund.

A. Revolving Fund	B. Department, Board, or Committee Authorized to Spend from Fund	C. Fees, Charges, or Other Receipts Credited to Fund	D. Program or Activity Expenses Payable from Fund	E. Restrictions or Conditions on Expenses Payable from Fund	F. Other Requirements/ Reports	G. Fiscal Years
Veasey Memorial Park	Conservation Commission	Rental Fees Collected	Salaries and expenses for the operating costs of Veasey Park	None	Annual Report to Town Meeting	Fiscal Year 2023 and subsequent years

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 6: To see if the Town will vote to amend the Town of Groveland General Bylaws section 2-42, by adding a new Revolving Fund, to be known as the Pines Maintenance Revolving Fund, as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws as set forth below and further to allow the Town Administrator to expend funds not to exceed \$70,000 during Fiscal year 2023 from said account for expenses related to the operating costs, including salaries/wages, of Pines Recreation Area; or take any other action relative thereto.

Article submitted by Town Administrator

NOTE: As currently authorized the revolving fund does not account for expenditures related to salaries/wages. This article further clarifies the use of the revolving fund.

A. Revolving Fund	B. Department, Board, or Committee Authorized to Spend from Fund	C. Fees, Charges, or Other Receipts Credited to Fund	D. Program or Activity Expenses Payable from Fund	E. Restrictions or Conditions on Expenses Payable from Fund	F. Other Requirements/ Reports	G. Fiscal Years
Pines Maintenance Revolving Fund	Town Administrator	Fees collected for rentals, events, advertisements, permits	Salaries and expenses for the maintenance of the Pines	None	Annual Report to Town Meeting	Fiscal Year 2023 and subsequent years

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 7: To see if the Town will vote to amend the Town of Groveland General Bylaws section 2-42, striking the Zoning Board of Appeals Revolving Fund as follows; or take any other action relative thereto.

Article submitted by Town Planner

NOTE: Since the creation of the Economic Development Planning and Conservation Department, ZBA administrative tasks have been assigned to the Town Planner and therefore the revolving account is no longer needed.

A. Revolving Fund	B. Department, Board, or Committee Authorized to Spend from Fund	C. Fees, Charges, or Other Receipts Credited to Fund	D. Program or Activity Expenses Payable from Fund	E. Restrictions or Conditions on Expenses Payable from Fund	F. Other Requirements/ Reports	G. Fiscal Years
Zoning Board of Appeals	Zoning Board of Appeals	Fees paid by ZBA applicants	Payment of advertising and associated clerical work	None	Annual Report to Town Meeting	Fiscal Year 2010 and subsequent years

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 8: To see if the Town will vote to amend its General Bylaw to delete Section 6-1 Building Numbering in its entirety and replace with a new Section 6-1 Building Numbering/Street Naming, or take any action relative thereto.

Article submitted by the Building Inspector
(Requires a Simple Majority)

NOTE: *The current bylaw regulating building numbering and street naming is overly simple or not existent. The purpose of the change is to reiterate the requirements of MGL relative to building numbering and provide guidance for where to locate numbering so an address can be easily found. This will also provide guidance for developers and town boards to implement a consistent methodology to our numbering and to prevent confusing or redundant street names.*

Section 1 Statutory Authorization

1.1 Pursuant to the statutory authorization granted under MGL C. 40, Section 21 and Chapter 148, Section 59, the Town of Groveland hereby enacts this bylaw requiring and regulating the numbering of buildings within the municipal boundaries of the Town of Groveland.

Section 2 Purpose

2.1 The standards and regulations set forth within the provisions of this bylaw shall have the purpose and effect of promoting the general health, safety, welfare and convenience of the inhabitants of the Town of Groveland by reducing the difficulty in responding to individual residences and other occupied structures in cases of police, fire, medical or other emergency situations requiring immediate location and response; by facilitating delivery efforts through the creation of a numbering system for all delivery locations; by decreasing the potential for traffic accidents caused by motorists searching for address locations; by improving local census data-gathering capabilities; by improving the accuracy of important legal documents requiring address location; and by assisting the planning efforts of the community.

Section 3 Administration

3.1 This bylaw shall be administered by the Building Inspector acting as the designated Addressing Officer who is authorized to oversee the administration of assigning and/or approving street names and numbers to all properties in accordance with the criteria this bylaw and Section 4.1.7 of the Town of Groveland Rules & Regulations Governing the Subdivision of Land. The Addressing Officer shall be responsible for reporting the street name(s), number(s) and location(s) to the Town Assessor.

Section 5 Street Naming

4.1 All streets that serve three or more buildings shall be named regardless of whether the ownership is public or private. A street name assigned by the municipality shall not constitute or imply acceptance of the street as a public way. The following criteria shall govern the naming system:

- a) No two streets shall be given the same name (ex. Pine Street and Pine Lane).

- b) No two streets shall have similar-sounding names (ex. Beech Lane and Peach Lane).
- c) Each street shall have the same name throughout its entire length located within the boundaries of Groveland. Streets that continue through into an adjacent town may change names at the town border.

4.2 The Board of Selectmen shall have final authority to designate the name of the subdivision and streets, which shall be determined at Definitive Plan Approval.

Section 6 Building Numbering

5.1 Numbers shall be assigned to buildings only. This includes but is not limited to: dwellings, apartment buildings, condominiums and business establishments. This process shall be initiated when a building permit application is issued, so that numbers are assigned to buildings being constructed, and not at the end of the construction period.

- a) Building numbers shall be affixed on the front of buildings so as to be seen from the street.
- b) All reasonably sized numeric figures for building numbers shall be at least 3" in height, unobstructed by vegetation or other materials, in contrasting color to the background and in a conspicuously placed location facing the street.
- c) If the building is more than one hundred feet (100') from the street, numbers shall be placed on a free-standing post or mailbox that is least four and six feet above ground level. Said free-standing post or mailbox shall be at the entrance to the driveway and no more than 10' from the street. If the driveway has more than one building on it, numbers shall be placed at each turnoff and at forks in the street indicating which direction to take.

5.2 Numbers shall be assigned along both sides of the street regardless of zone or location in town, with even numbers appearing on the right side of the street and odd numbers appearing on the left side of the street.

5.3 All numerical numbers shall begin from Main Street starting at the Groveland/West Newbury line or that end of a street closest to the designated origin. For dead end streets, numbering shall originate at the intersection of the adjacent street and terminate at the dead end.

5.4 The number assigned to each building shall be that of the numbered interval falling closest to the driveway of said building.

5.5 Every building shall have a separate number provided that some apartment buildings, condominiums and business establishments will have one street number with an apartment letter, such as 183 Main Street, Apt A.

5.6 Parcels with more than one building shall be assigned unique addresses that make the most logical sense to each situation. Each building shall be identified by a unique number. For example, 183 Main Street, Unit A.

5.8 In the event a missing or incorrect building number is identified, it shall be the owner's responsibility to request the Addressing Officer to assign a new or correct number. Requests for a change of address shall be requested by submitting a Change of Request

Form to the Addressing Officer. If approved the Addressing Officer will report the change(s) as if they were new number(s).

Section 6 Compliance

All buildings shall be identified by their properly assigned street number in accordance with Section 6 of this bylaw. It is the responsibility of each property owner to obtain the correct number from the Addressing Officer. It shall be the responsibility of the owner to maintain and display the assigned building number(s). Under no circumstances should a building number, other than that which is properly assigned, be displayed. Numbers shall be displayed within 60 days of the enactment of this bylaw or within 60 days of the assignment of a new street number. Buildings under construction shall have the assigned street number displayed at the entrance to the property until such time that compliance with Section 6 can be met. New buildings must have their numbers properly displayed prior to occupancy.

Section 7 Enforcement

Any person who violates any provision of this section of the bylaw shall be subject to the following penalties:

First offense	Written warning
2 nd and subsequent offenses	\$25 per month for each month said violation continues to exist.

This section shall be included within the scope of the provisions of Massachusetts General Laws, Chapter 40, Section 21D, adopted at the fourth session of the 1995 Annual Town Meeting held on May 15, 1995, as Section XXVIII, *Enforcement of Town Bylaws*. In addition to police officers, the Building Inspector and officers of the Fire Department shall also be enforcing persons for this section.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Moved to dispense the reading, majority vote approved. Discussion regarding the need to amend the bylaw, by residents Richard Hodges and Justin Gordon. Unanimous vote to allow Sam Joslin the Building Inspector to speak on behalf of the amended bylaw. Elaina York requested an amendment to the article stating that existing dwellings will not be changed. Sam referenced the MGL which makes the change retroactive and therefore that language could not be changed. This was a concern that the Board of Selectmen addressed when they voted the article.

Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 9: To see if the Town will vote to amend its General Bylaws to add section 4-3 "Hours of Construction", or take any action relative thereto.

Article submitted by the Building Inspector
(Requires a Simple Majority)

NOTE: *This provision would limit the hours of construction associated with a building permit, with the exception of emergencies, to customary hours of operation.*

Sec. 4-3 Hours of Construction

- a) No work associated with a building permit shall be performed except as allowed in compliance with this bylaw.
- b) Allowed hours of work:
 - Monday through Friday from 7am to 6pm
 - Saturday from 8am to 4pm
 - Sundays and Federal holidays work is prohibited
- c) Work may be performed outside of the allowed hours due to emergencies with approval from the Building Inspector
- d) Work may be performed outside of the allowed hours if approved as part of a Site Plan Review Approval process if there are special circumstances as determined by the Building Inspector that would warrant the deviation from the allowed hours due to practical difficulties.
- e) Interior work may be allowed with approval from the Building Inspector provided no exterior equipment such as a generator or compressor are used and noise and light levels are kept such that they are not a nuisance to neighboring properties. Any complaint from a neighboring property regarding interior work outside of the allowed hours listed in b) above will be considered a nuisance and will be required to stop unless approved by either Section c) or d) above.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Moved to dispense the reading, unanimous vote approved.

Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 10: To see if the Town will vote to amend its General Bylaws to add section 8-23 "Fences", or take any action relative thereto.

Article submitted by the Building Inspector
(Requires a Simple Majority)

NOTE: *Rules regulating the placement of fences are a constant concern of individual installers and abutters. This bylaw will help give guidance as to what the requirements for installation are, when a permit is required, and who is responsible for the correct placement and installation of the fence.*

Sec. 8-23 Fences

- a) A building permit shall be obtained for all fences as required by the Massachusetts State Building Code.
- b) Fences greater than four (4) feet in height and/or having less than 50% open surface shall not extend into the required front yard setback or beyond the existing principal building, whichever is closer to the street.
- c) All fences requiring a building permit shall be accompanied by a plot plan showing the location of the proposed fencing.
- d) Fences may be installed up to but not on the property line, provided that partition fences may be erected and maintained in accordance with G.L. c.49.
- e) Fences shall be installed with the finished or "good" side facing the adjoining property.
- f) If the location of the fence is in dispute, it is the responsibility of the owner of the fence to certify its location and relocate the fence to a compliant location.
- g) No fence, regardless of height or location, shall be placed as to obstruct sightlines from public ways, private ways or driveways. If a location is in question compliance shall be determined by the Building Inspector.
- h) Fences shall comply with all applicable legal requirements, including but not limited to, 310 CMR 10.00, et seq., and Groveland's Wetland Bylaw, and if enclosing a swimming pool, spa, or hot tub, with the barrier requirements of the Massachusetts State Building Code.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 11: To see if the Town will vote to amend Section 2-41 of the General Bylaws, the Senior Citizen Property Tax Work-Off Program by deleting the strikethrough language as follows, or take any other action relative thereto.

~~Single residents may receive no more than \$40,000.00 annual household income and married residents may receive no more than \$55,000.00 annual household income.~~

Article submitted by the Board of Selectmen

NOTE: *Eliminates the income requirements allowing more to participate.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 12: To see if the Town will vote to amend Section 2-41a of the General Bylaws, the Valor Act Property Tax Work-Off Program by deleting the strikethrough language as follows, or take any other action relative thereto.

~~Single veterans may receive no more than \$40,000 annual household income and married veterans may receive no more than \$55,000 household income.~~

Article submitted by the Board of Selectmen

NOTE: *Eliminates the income requirements allowing more to participate.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 13: To see if the Town will vote to amend Section 2-143 Membership (a) of the General Bylaws by striking the word 'five' and replacing it with the word 'seven', or take any other action relative thereto.

"The Council shall consist of ~~five~~ **seven** members of which at least 51% shall be elders over 60 years of age"

Article submitted by the Council on Aging

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 14: To see if the Town will vote to amend its Zoning Bylaw to add the definition of "Caretaker's Unit" to Section 50-2.1 Terms Defined, or take any action relative thereto.

Article submitted by the Building Inspector
(Requires a Simple Majority)

NOTE: *Currently the bylaw prohibits an owner to live on site at their business or have a caretaker on site to monitor the property after hours. This change would allow a dwelling unit to be added as an accessory use to a business or industrial use. This change could provide living quarters for the business owner or provide security and income if occupied by a caretaker.*

Sec. 50-2.1 Terms Defined

Caretaker's Unit – An accessory dwelling unit constructed in or attached to a principal Business or Industrial use structure, which unit has a separate kitchen, separate bathroom, two separate entrances, a floor area of less than one-half (1/2) the floor area of the principal occupancy's square feet up to a maximum of 900 square feet of habitable area, has two or fewer bedrooms and which is occupied primarily by a person or persons, and their family, who are employed in part to either to care for, monitor, or repair and maintain the principal use structure.

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION with an amendment to delete the strikethrough language and replace as follows, *Caretaker's Unit – An accessory dwelling unit constructed in or attached to a principal Business or Industrial use structure, which unit has a separate kitchen, separate bathroom, two separate entrances, a floor area of less than one-half (1/2) the floor area of the principal occupancy's square feet up to a maximum of 900 square feet of habitable area, has ~~two or fewer bedrooms~~ **one bedroom** and which is occupied primarily by a person or persons, and their family, who are employed in part to either to care for, monitor, or repair and maintain the principal use structure.*

PLANNING BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Move favorable to amend Article 14 Majority vote to amend. Unanimous vote to vote the amended article so declared the Moderator.

Kathleen Kastrinelis did herby move that: change the wording under Sec 50-2.1 Terms Defined to delete "has two or fewer bedrooms" and replace it with "with one bedroom".

Planning Board Recommends Favorable Action, 2/3 vote required.

Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 15: To see if the Town will vote to amend its Zoning Bylaw Section 50-4.5 Table of Uses to include the accessory use of Caretaker's Unit in the form, or take any action relative thereto.

Article submitted by the Building Inspector
(Requires a Simple Majority)

NOTE: *Currently the bylaw prohibits an owner to live on site at their business or have a caretaker on site to monitor the property after hours. This change would allow a dwelling unit to be added as an accessory use to a business or industrial use. This change could provide living quarters for the business owner or provide security and income if occupied by a caretaker.*

Sec. 50-4.5 Table of Uses

Insert the following into the table

Uses	R-1	R-2	R-3	LB	B	I
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Accessory Uses

Caretaker's Unit	NP	NP	NP	SP-P	SP-P	SP-P
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BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

PLANNING BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – 2/3 vote required.

Unanimous for Favorable Action so declared the Moderator.

ARTICLE 16: To see if the Town will vote to appropriate a sum of EIGHTY-EIGHT THOUSAND DOLLARS (\$88,000) from the Community Preservation General Reserve Fiscal Year 2022 to be made available for establishing a Walking Trail Entrance at the Pines Recreation Area, or take any action relative thereto. The project is to be managed by the Town Planner and Town Administrator under the CPA category of Recreation.

Article submitted by the Community Preservation Committee

NOTE: *The project would provide funds to establish a new entrance to the Pines Recreational Area that would connect the Main Street sidewalk and the Pines for pedestrians. This trail would encourage more recreational use and safe entry to the property for all residents entering the Pines on foot, by bicycle, or baby carriage. The concrete trail will extend approximately 500 feet into the Pines.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Resident Daniel Stewart, Chair of the Recreation Committee requested information regarding the past approval of CPA projects not completed, namely the tennis courts. Kathleen Kastrinelis responded that the changes to the Pines Recreation Revolving Account would address smaller requests for example replacing the basketball hoops, but not tennis courts. Michael Dempsey chairperson of the CPA stated, that tennis courts could be a future project request. Resident Justin Gordon questioned the cost of a sidewalk. Sam Joslin spoke regarding the need for the Town's requirement to make the area ADA compliant safe and accessible. Sam Joslin stated that it was recognized in the approved grant that the area did not have proper access.

Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 17: To see if the Town will vote to appropriate a sum of TWO HUNDRED FOURTEEN THOUSAND DOLLARS (\$214,000) from the Community Preservation Historic Preservation Reserve Fiscal Year 2022 to be made available for completion of an accessible lift in the main building at Veasey Memorial Park connecting the three levels and making the building completely accessible, or take any action relative thereto. The project is to be managed by the Groveland Conservation Commission and the Town Administrator under the CPA category of Historic Preservation.

Article submitted by the Community Preservation Committee

NOTE: *The project would provide funds for the completion of an accessible lift in the Main Building at Veasey Park. The lift would enable all visitors of any ability to access the three levels in the building. This third phase project will aim to complete the process to make the park accessible. ADA compliance improvements will provide safer access to the facility for the public and all people with disabilities.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Resident Don Greaney spoke about the original agreement to purchase Veasey Memorial Park and that additional tax dollars would not be requested to maintain. Michael Dempsey didn't recall that the Town agreed not to use tax dollars, he commented on our responsibility to maintain the property. He stated that CPA funds received an 81% match from the State. Kim Jackson also spoke about the original agreement approved, not to use additional tax dollars.

Motion to Table the question. Majority not in Favor, Motion to Table Failed.

Kathleen Kastrinelis stated that there needed to be a use of some fund source to make Veasey accessible and this article will make it ADA compliant.

Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 18: To see if the Town will vote to appropriate a sum of SEVENTEEN THOUSAND FIVE HUNDRED DOLLARS (\$17,500) from the Community Preservation Historic Preservation Reserve Fiscal Year 2022 to be made available for a feasibility study to develop design and usage plans for the historic Lucile's Cottage at Veasey Park, or take any action relative thereto. The project is to be managed by the Groveland Conservation Commission, the Director of Veasey Park and the Town Administrator under the CPA category of Historic Preservation.

Article submitted by the Community Preservation Committee

NOTE: *The project would provide funds for hiring an architect and art consultant to determine the feasibility of rehabbing the historic cottage into artist space and develop design plans. The building is a structure that strongly figures into the history of Groveland and the role of the Veasey family which will be lost without a plan for its use and preservation.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Vote taken, Moderator requested a hand vote; 55 For, 42 Against, passes.

Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 19: To see if the Town will vote to appropriate or reserve from Community Preservation Fund Fiscal Year 2023 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	\$ 30,000
Reserves:	
Open Space	\$ 71,000
Historic Resources	\$ 71,000
Community Housing	\$ 71,000

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: 5/23/2022 – Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 20: To see if the Town will vote to transfer SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) from Fiscal Year 2022 Town Free Cash to make capital upgrades at Bagnall School, including all costs incidental and related thereto; or take any other action relative thereto.

Article submitted by the Town Administrator

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: 5/23/2022 – Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 21: To see if the Town will vote to transfer FIFTY THOUSAND DOLLARS (\$50,000) from Fiscal Year 2022 Town Free Cash to make municipal building improvements, including all costs incidental and related thereto; or take any other action relative thereto.

Article submitted by the Town Administrator

NOTE: *To make necessary upgrades to the town facilities.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 22: To see if the Town will vote to accept the sum of FORTY THOUSAND DOLLARS (\$40,000) from the Groveland Municipal Electric Department Operation Account to Town Estimated Receipts to reduce the FY23 Tax Rate for the twelve months ending June 30, 2023; or take any other action relative thereto.

Article submitted by Town Administrator

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 23: To see if the Town will vote to transfer the sum of TWENTY-ONE THOUSAND FOUR HUNDRED TWENTY DOLLARS (\$21,420.00) from the Conservation Commission Fees Account (2601-990-45305-000) to the Conservation Commission Salary Account for Fiscal Year 2023 (1001-171-51100-051) for the purposes of funding for 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: 5/23/2022 Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 24: To see if the Town will vote to transfer the sum of ONE THOUSAND DOLLARS (\$1,000.00) from the Conservation Commission Fees Account (2601-990-45305-000) to the Conservation Commission Expense Account for Fiscal Year 2023 (1001-171-52000-052) for the Conservation Commission's 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: 5/23/2022 - Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 25: To see if the Town will vote, pursuant to the provisions of G.L. c.44, §53E½, to set the annual spending limits for the following five (5) revolving accounts established in the General Bylaws for Fiscal Year 2023; or take any action relative thereto.
Submitted by the Town Administrator

A. REVOLVING FUND	C. SPENDING LIMIT FOR FISCAL YEAR 2023
BAGNALL SUMMER PROGRAM	\$250,000
COUNCIL ON AGING	\$15,000
FIRE DEPARTMENT CPR CLASS	\$6,000
GROVELLAND DAY	\$30,000
PINES BOAT RAMP	\$25,000

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: 5/23/2022 - Unanimous for Favorable Action so declared the Moderator.

ARTICLE 26: To see if the Town will vote to transfer the sum of FIFTEEN THOUSAND DOLLARS (\$15,000) from the Overlay Surplus Account to reduce the Fiscal Year 2023 tax rate; 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: 5/23/2022 - Unanimous for Favorable Action so declared the Moderator.

ARTICLE 27: To see if the Town will vote to transfer EIGHTY-FIVE THOUSAND DOLLARS (\$85,000) from Fiscal Year 2022 Town Free Cash to reduce the Fiscal Year 2023 tax rate; 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) Fiscal Year 2023 trust fund appropriation.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 - Unanimous for Favorable Action so declared the Moderator.

ARTICLE 28: To see if the Town will vote to transfer ONE HUNDRED THOUSAND DOLLARS (\$100,000) from Fiscal Year 2022 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 replace a portion of funds that were used at the 2021 Special Town Meeting (\$208,167).*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 - Unanimous for Favorable Action so declared the Moderator.

ARTICLE 29: To see if the Town will vote to transfer TWENTY-TWO THOUSAND SEVEN HUNDRED FIFTY-EIGHT DOLLARS AND SIXTY-TWO CENTS (\$22,758.62) from Fiscal Year 2022 Town Free Cash to the FEMA Fiscal Year 2021 Assistance to Firefighters Grant (AFG) Account; or take any other action relative thereto.
Article submitted by the Fire Chief

NOTE: *This article would appropriate funds toward a regional grant for portable radios. If the grant is not awarded to Groveland by June 30, 2022, the funds would revert back to free cash.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 - Unanimous for Favorable Action so declared the Moderator.

ARTICLE 30: To see if the Town will vote to transfer TWO THOUSAND FOUR HUNDRED FOUR DOLLARS AND THIRTY-NINE CENTS (\$2,404.39) from Fiscal Year 2022 Town Free Cash to fund the flight for oblique angle aerial photography through the Merrimack Valley Planning Commission; or take any other action relative thereto.
Article submitted by the Building Inspector and Town Planner

NOTE: *This article would appropriate funds toward the 2023 flight to obtain the latest aerial imagery.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 31: To see if the Town will vote to transfer the sum of THIRTY-FIVE THOUSAND DOLLARS (\$35,000) from Fiscal Year 2022 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 Town Administrator.

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 four of a five-year program.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 32: To see if the Town will vote to transfer TWENTY-FIVE THOUSAND DOLLARS (\$25,000) from Fiscal Year 2022 Town Free Cash to the Personnel Buy back Account # 2410-040-49700-000; or take any other action relative thereto.

Article submitted by the Town Administrator

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: 5/23/2022 – Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 33: To see if the Town will vote to appropriate by transfer from the PEG Access and Cable Related Fund the sum of TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000) to be expended under the direction of the Board of Selectmen to fund cable access services, supplies and equipment for Fiscal Year 2023; or take any other action related thereto.

Article submitted by Town Administrator

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Majority in Favor for Favorable Action so declared the Moderator.

ARTICLE 34: To see if the Town of Groveland will vote to appropriate ONE THOUSAND THIRTY-SEVEN DOLLARS AND SIXTY-THREE CENTS (\$1,037.63) from the premium received upon the sale of bonds or notes issued for the Bagnall School Addition, which are the subject of a Proposition 2½ debt exclusion by the Town, to pay costs of the project being financed by the bonds or notes and to reduce the amount authorized to be borrowed for the project by the same amount; or take any other action relative thereto.

Article submitted by the Town Administrator

NOTE: *The treatment of premiums and surplus proceeds were changed by the Municipal Modernization Act (MMA), Act Relative to Immediate COVID-19 Recovery Needs (COVID-19 Recovery Act), excluded debt must treat the premium as general fund revenue and the legislative body must vote the amount of the premium.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

ARTICLE 35: That the Town of Groveland appropriate SIX THOUSAND TWO HUNDRED THIRTY-SEVEN DOLLARS AND SIXTY-SEVEN CENTS (\$6,237.67) from the premium received upon the sale of bonds or notes issued for the Center Street Land Purchase, which are the subject of a Proposition 2½ debt exclusion by the Town, to pay costs of the project being financed by the bonds or notes and to reduce the amount authorized to be borrowed for the project by the same amount; or take any other action relative thereto.

Article submitted by the Town Administrator

NOTE: *The treatment of premiums and surplus proceeds were changed by the Municipal Modernization Act (MMA), Act Relative to Immediate COVID-19 Recovery Needs (COVID-19 Recovery Act), excluded debt must treat the premium as general fund revenue and the legislative body must vote the amount of the premium.*

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Richard Hodges spoke and asked if there was an assessed value for the property. Kathleen Kastrinelis responded that this article was a repayment of borrowing mandate.

Unanimous for Favorable Action so declared the Moderator.

ARTICLE 36: To see if the Town will vote to transfer the sum of FORTY THOUSAND DOLLARS (\$40,000.00) from the Water Enterprise Department Retained Earnings for the purchase and installation of Water Mains, including all costs incidental and related thereto; or take other action relative thereto.

Article submitted by Water & Sewer Commissioners

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 - Unanimous for Favorable Action so declared the Moderator.

ARTICLE 37: To see if the Town will vote to transfer the sum of THIRTY THOUSAND DOLLARS (\$30,000.00) from the Sewer Enterprise Department Retained Earnings for the continuation of Sewer Inflow and Infiltration reduction program; or take other action relative thereto.

Article submitted by Water & Sewer Commissioners

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 - Unanimous for Favorable Action so declared the Moderator.

ARTICLE 38: To see if the Town will vote to raise and appropriate the sum of ONE MILLION ONE HUNDRED SEVENTY-FOUR THOUSAND, TWO HUNDRED THIRTEEN DOLLARS AND SIX CENTS (\$1,174,213.06) for the use of the Water Department, said sum to be offset by Fiscal Year 2023 Water Department Revenue; or take any other action relative thereto:

Article submitted by Water & Sewer Commissioners

SALARIES

	FY22 APPROVED BUDGET	FY23 REQUESTED
COMMISSIONERS	\$ 1,323.76	\$ 1,350.24
SUPERINTENDENT	\$ 61,546.80	\$ 62,777.74
OFFICE MANAGER	\$ 45,485.96	\$ 46,395.68
LABORERS' WAGES (3)	\$ 145,333.26	\$ 148,239.93
ADMIN. ASSISTANT	\$ 12,852.00	\$ 32,886.00
OVERTIME	\$ 40,575.00	\$ 41,386.50
RETIREMENT PAY-OUT	\$ -	\$ -
TOTAL SALARIES	\$ 307,116.78	\$ 333,036.08

EXPENSES

	FY22 APPROVED BUDGET	FY23 REQUESTED
EXPENSES	\$ 354,499.68	\$ 357,499.68
NEW WATER SOURCE WORK		\$ 7,500.00
HEALTH	\$ 53,500.00	\$ 58,850.00
RETIREMENT	\$ 75,218.32	\$ 82,910.72
EMERGENCY FUNDS	\$ 50,000.00	\$ 50,000.00
BOND DEBT & INTEREST	\$ 279,525.00	\$ 254,895.00
MEDICARE	\$ 4,772.28	\$ 4,891.59
EQUIPMENT	\$ 40,215.00	\$ 24,630.00
TOTAL EXPENSES	\$ 857,730.28	\$ 841,176.99
TOTAL BUDGET	\$ 1,164,847.06	\$ 1,174,213.06

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Justin Gordon requested information about the latest water condition report provided to residents regarding chemical levels. Colin Stokes, Water Commission Superintendent corrected the misinterpretation of the report. Richard Hodges requested information about the feasibility of a water treatment plant in the future. Colin Stokes reported that the Water Commission was quoted a price of twenty million dollars, with approximately 2000 customers the cost to rate payers would not be affordable. The Water Commission tested 5 sites for future wells and one site is acceptable but that may take up to five years to complete.

Unanimous for Favorable Action so declared the Moderator.

ARTICLE 39: To see if the Town will vote to raise and appropriate the sum of SIX HUNDRED SIXTY-SIX THOUSAND, FIVE HUNDRED SIXTY-ONE DOLLARS AND NINETY-SEVEN CENTS (\$666,561.97) for the use of the Sewer Department, said sum to be offset by Fiscal Year 2023 Sewer Department Revenue; or take any other action relative thereto:

Article submitted by Water & Sewer Commissioners

SALARIES

	FY22 APPROVED BUDGET	FY23 REQUESTED
COMMISSIONERS	\$ 567.32	\$ 578.67
SUPERINTENDENT	\$ 26,377.20	\$ 26,904.74
OFFICE MANAGER	\$ 19,684.84	\$ 20,078.54
LABORERS' WAGES(3)	\$ 62,285.63	\$ 63,531.34
OVERTIME	\$ 10,236.08	\$ 16,900.00
ADMIN. ASSISTANT	\$ 5,508.00	\$ 14,094.00
RETIREMENT PAY OUT		\$ -
TOTAL SALARIES	\$ 124,659.07	\$ 142,087.29

EXPENSES

	FY22 APPROVED BUDGET	FY23 REQUESTED
EXPENSES	\$ 104,865.46	\$ 104,865.46
HEALTH	\$ 23,462.10	\$ 25,808.31
MEDICARE	\$ 1,918.72	\$ 1,966.69
RETIREMENT	\$ 37,609.16	\$ 41,455.36
BOND DEBT & INTEREST	\$ 62,206.26	\$ 60,756.26
EMERGENCY FUNDS	\$ 25,000.00	\$ 25,000.00
HAVERHILL WASTEWATER	\$ 186,155.69	\$ 189,878.80
HAVERHILL CAPITAL BOND	\$ 69,984.40	\$ 74,743.80
EQUIPMENT	\$ 17,235.00	\$ -
TOTAL EXPENSES	\$ 528,436.79	\$ 524,474.68
TOTAL BUDGET	\$ 653,095.86	\$ 666,561.97

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 - Unanimous for Favorable Action so declared the Moderator.

ARTICLE 40: To see if the Town will vote to raise the following sums to defray Town charges for the ensuing year ending June 30, 2023 and make appropriations therefor; or take any other action relative thereto:

Line Item	Department		
	Appropriated FY2022	Requested FY2023	Finance Board & Board of Selectmen Approved FY2023
GENERAL GOVERNMENT			
MODERATOR			
Stipend	100	100	100
1 Total Moderator Budget	\$ 100	\$ 100	\$ 100
SELECTMEN			
Selectmen's Stipend	7,500	7,500	7,500
2 Total Salaries	\$ 7,500	\$ 7,500	\$ 7,500
Town Audit	25,000	25,000	25,000
Consulting Services	-	3,400	3,400
Reserve Fund	30,000	20,000	30,000
Association Fees	1,500	1,500	1,500
Town Reports	1,850	1,850	1,850
Minutes Clerk	3,000	2,000	2,000
Expenses	1,000	1,000	1,000
3 Total Expenses	\$ 62,350	\$ 54,750	\$ 64,750
Total Selectmen Budget	\$ 69,850	\$ 62,250	\$ 72,250
TOWN ADMINISTRATOR			
Town Administrator Salary	120,000	113,000	113,000
Admin. Coordinator	24,700	-	-
4 Total Salaries	\$ 144,700	\$ 113,000	\$ 113,000
Education and Association Fees	-	2,000	2,000
Office Expense	-	3,000	3,000
5 Total Expenses	\$ -	\$ 5,000	\$ 5,000
Total Town Administrator Department Budget	\$ 144,700	\$ 118,000	\$ 118,000
TREASURER DEPARTMENT			
Finance Director's Salary	-	-	-
Treasurer/Collector	75,000	76,500	75,000
Asst. Treasurer/Collector's Salary	43,042	48,000	44,745
Treasurer/Collection Clerk	15,000	20,000	-
Car Allowance	-	-	-
6 Total Salaries	\$ 133,042	\$ 144,500	\$ 119,745
Tax Title Treasury/Collection	1,500	3,000	2,000
Education and Association Fees	3,000	3,000	3,000
Postage	16,000	18,000	16,000
Payroll Fees	4,500	4,500	4,500

	Office Expense	3,200	3,200	3,000
	Online Payment Fees	600	750	750
	Contract Work		2,700	2,700
	Personnel Expenses	500	-	-
7	Total Expenses	\$ 29,300	\$ 35,150	\$ 31,950
	Total Treasurer Department Budget	\$ 162,342	\$ 179,650	\$ 151,695
<u>TOWN ACCOUNTANT</u>				
8	Accountant's Salary	88,950	90,729	90,729
	Office Expenses	1,500	1,500	1,500
	Education and Association Fees	2,000	2,000	2,000
9	Total Town Accountant Budget	\$ 92,450	\$ 94,229	\$ 94,229
<u>BOARD OF ASSESSORS</u>				
	Assessor's Stipends	1,500	1,500	1,500
	Assessing Manager's Salary	57,730	69,888	58,885
	Assessing Manager Crossover	-	-	-
10	Total Salaries	\$ 59,230	\$ 71,388	\$ 60,385
	Expenses	2,000	2,000	2,000
	Revaluation Maintenance	40,000	40,000	40,000
	Personal Property Appraisals	7,500	7,500	7,500
	Software & Licenses	7,250	7,250	7,250
	Maps - Updating	7,500	7,500	7,500
11	Total Expenses	\$ 64,250	\$ 64,250	\$ 64,250
	Total Board of Assessors Budget	\$ 123,480	\$ 135,638	\$ 124,635
<u>TOWN COUNSEL</u>				
	Legal Expense	72,000	65,000	65,000
12	Total Town Counsel Budget	\$ 72,000	\$ 65,000	\$ 65,000
<u>TECHNOLOGY</u>				
	Computer Hardware Maint & Lic Fees	58,000	100,000	100,000
	Hardware & Software Expense	5,000	-	-
13	Total Technology Department	\$ 63,000	\$ 100,000	\$ 100,000
<u>TOWN CLERK</u>				
	Town Clerk's Salary	62,486	63,736	63,736
	Assistant Town Clerk	10,920	23,712	11,138
	Poll Workers	8,500	19,675	8,500
14	Total Salaries	\$ 81,906	\$ 107,123	\$ 83,374
	Election Expenses	8,058	17,681	17,681
	Education Expenses	1,200	1,200	1,200
	Office Expenses & Supplies	7,441	7,832	7,832
15	Total Expenses	\$ 16,699	\$ 26,713	\$ 26,713

Total Town Clerk Budget		\$ 98,605	\$ 133,836	\$ 110,087
<u>ECONOMIC DEV., PLANNING, & CONSERVATION</u>				
	Director of Economic Development, Planning & Conservation Dept.	55,221		
	Town Planner	-	43,801	43,801
	Zoning Administrator Stipend	-	-	-
	Conservation Agent	42,000	-	-
	Conservation Agent - Part-Time (TM Transfer)	-	21,420	21,420
	Administrative Assistant		11,420	11,138
	Conservation Stipends	1,400	1,400	1,400
	Planning Members' Stipends	1,800	1,800	1,800
16	Total Salaries	\$ 100,421	\$ 79,841	\$ 79,559
	Conservation Expenses	3,300	3,366	3,300
	Planning Expenses	7,000	7,000	7,000
	Planning Contracted Services			-
	Merrimack Valley Planning Assessment	2,600	2,665	2,665
	ZBA Contracted Services & Expenses	500	500	-
17	Total Expenses	\$ 13,400	\$ 13,531	\$ 12,965
	Total Economic Dev., Planning & Conservation	\$ 113,821	\$ 93,372	\$ 92,524
<u>MUNICIPAL BUILDINGS</u>				
	Custodian/Facilities Salaries	43,615	45,360	44,923
18	Total Salaries	43,615	45,360	44,923
	Lawn & Grounds	17,000	17,000	17,000
	Public Relations - Town Wide	7,200	7,200	7,200
	Utilities	110,000	110,000	110,000
	Copier Lease & Supplies	9,400	7,000	7,000
	Town Decor (Winter & Spring)	6,500	6,500	6,500
	Repairs & Maintenance	35,000	35,000	35,000
	Supplies	13,500	10,000	10,000
19	Total Expenses	198,600	192,700	192,700
	Total Municipal Buildings Budget	\$ 242,215	\$ 238,060	\$ 237,623
<u>INSURANCE</u>				
	Property & Casualty Insurance	214,000	233,260	233,260
	Employee Group Life Insurance	3,000	3,000	3,000
	Employee Group Health Insurance	535,500	567,630	567,630
20	Total Insurance Budget	\$ 752,500	\$ 803,890	\$ 803,890

	TOTAL GENERAL GOVERNMENT	\$ 1,935,063	\$ 2,024,024	\$ 1,970,033
	PUBLIC SAFETY			
	<u>POLICE DEPARTMENT</u>			
	Chief's Salary	140,824	143,640	143,640
	Lieutenant's Salary	93,051	94,912	94,912
	Sergeant's Salary	242,289	247,135	247,135
	Patrolmen's Salary	463,642	581,627	581,627
	Communication Salary	287,616	293,368	293,368
	Training	20,000	20,400	20,400
	Reserves	67,400	58,548	58,548
	Overtime	52,947	61,425	61,425
	Education Incentives	99,660	57,036	57,036
21	Total Salaries	\$ 1,467,429	\$ 1,558,092	\$ 1,558,092
	Harbormaster Expenses	500	-	-
	Expenses	3,762	3,837	3,837
	Supplies	9,182	9,366	9,366
	Vehicle Maintenance	11,000	12,000	12,000
	Equipment Maintenance	21,257	21,682	21,682
	Firearms	3,500	4,000	4,000
	Clothing Allowance	16,450	18,200	18,200
	Association Fees	2,500	2,000	2,000
	Communication Expenses	3,200	3,200	3,200
	Training	10,500	10,710	10,710
	Fuel	26,500	31,500	31,500
22	Total Expenses	\$ 108,351	\$ 116,495	\$ 116,495
	Total Police Budget	\$ 1,575,780	\$ 1,674,587	\$ 1,674,587
	<u>PARKING CLERK</u>			
	Expense			
23	Total Parking Clerk Budget	\$ -	\$ -	\$ -
	<u>FIRE DEPARTMENT</u>			
	Chief's Salary	78,540	100,000	84,467
	Firefighter Call Wages	122,000	125,000	122,000
	Inspector's Salary	10,000		
	Company Reporting	-	-	-
	EMS Recertification	5,000	5,000	5,000
	Mass Fire Academy Training	7,200		
	Per-Diem Vacation Coverage		20,000	15,000
	Drill Wages	43,500	43,500	43,500
24	Total Salaries	\$ 266,240	\$ 293,500	\$ 269,967
	Communications	8,000	8,000	8,000
	Training Expense	3,000	3,000	3,000
	Fire Equipment & Supplies	35,000	35,000	35,000

	Fuel	8,500	8,500	8,500
	Association Dues	3,400	3,000	3,000
	Annual Testing & Inspecting	20,000	20,000	20,000
	Medical Supplies	3,000	3,000	3,000
	Vehicle & Equipment Maintenance	20,000	20,000	20,000
25	Total Expenses	\$ 100,900	\$ 100,500	\$ 100,500
	Total Fire Budget	\$ 367,140	\$ 394,000	\$ 370,467

BUILDING DEPARTMENT

	Electrical Inspector	9,742	14,000	14,000
	Plumbing & Gas Inspector	10,824	14,000	14,000
	Building Inspector	60,720	61,934	61,934
26	Total Salaries	\$ 81,286	\$ 89,934	\$ 89,934
	Continuing Education	-	-	-
	Materials	-	-	-
	Reimbursements (Mileage & Cell Phone)	-	-	-
	Building Inspector Expenses	-	-	-
	Building Department Expenses	4,000	5,000	5,000
	Permit Software Expense	8,100	8,100	8,100
27	Total Expenses	\$ 12,100	\$ 13,100	\$ 13,100
	Total Inspectors Budget	\$ 93,386	\$ 103,034	\$ 103,034

EMERGENCY MANAGEMENT

	Director's Stipend	3,247	3,312	3,312
	Expenses	1,064	1,085	1,085
28	Total Emergency Management Budget	\$ 4,311	\$ 4,397	\$ 4,397

	TOTAL PUBLIC SAFETY	\$ 2,040,617	\$ 2,176,018	\$ 2,152,485
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EDUCATION

	Pentucket Base Assessment	10,079,119	10,708,539	10,192,767
	Pentucket Capital Assessment	2,245,566	2,198,912	2,198,912
	Essex Tech	200,000	190,000	190,000
	Whittier Vocational/Technical Assessment	648,157	782,000	782,000
29	Total Education Budget	\$ 13,172,842	\$ 13,879,451	\$ 13,363,679

	TOTAL EDUCATION	\$ 13,172,842	\$ 13,879,451	\$ 13,363,679
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PUBLIC WORKS

TREE WARDEN

	Tree Warden Stipend	-	5,000	-
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	Expenses	27,500	27,500	20,000
30	Total Tree Warden Budget	\$ 27,500	\$ 32,500	\$ 20,000

HIGHWAYS

	Highway Superintendent's Salary	93,636	97,381	95,509
	Highway Salaries	248,721	253,695	253,695
	Sick day buy back (Contractual)	4,400	6,486	6,486
	Highway Salary - Part Time	8,500	9,010	9,010
	On-Call Stipends		13,050	13,050
	Overtime	16,500	17,160	17,160
31	Total Salaries	\$ 371,757	\$ 396,783	\$ 394,910
	Highway Expense	9,250	9,435	9,435
	Front End Loader (Lease)	37,100	37,100	37,100
	Snow & Ice Removal	225,000	225,000	225,000
	Road Machinery Expense	66,000	66,000	66,000
	Road Maintenance Expense	135,000	140,000	140,000
	Fuel	15,000	15,525	15,525
32	Total Expense	\$ 487,350	\$ 493,060	\$ 493,060
	Total Highway Budget	\$ 859,107	\$ 889,843	\$ 887,970

RUBBISH COLLECTION

	Contract Administrator	11,916	16,076	12,273
	Contract Expense	575,000	660,637	660,637
33	Total Rubbish Collection Budget	\$ 586,916	\$ 676,713	\$ 672,910

CEMETERY

	Commissioner's Stipend	450	450	450
	Full Time Wages	53,060	63,672	54,652
	Overtime	1,500	2,000	2,000
	Part Time Wages	12,850	13,550	13,107
34	Total Salaries	\$ 67,860	\$ 79,672	\$ 70,209
	Supplies	3,000	3,000	3,000
	Vehicle Fuel	1,500	3,000	2,500
	Landscaping	800	800	800
	Utilities	4,400	4,400	4,400
	Equipment & Maintenance	4,000	4,000	4,000
	Expenses	3,500	3,500	2,500
35	Total Expenses	\$ 17,200	\$ 18,700	\$ 17,200
	Total Cemetery Budget	\$ 85,060	\$ 98,372	\$ 87,409

TOTAL PUBLIC WORKS	\$ 1,558,583	\$ 1,697,428	\$ 1,668,289
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HUMAN SERVICES

BOARD OF HEALTH

	Health Members' Stipends	900	900	900
	Health Nurse Wages	19,256	19,641	19,641
	Health/Sanitation Agent Wages	36,206	38,016	36,930
	Part-time Clerk Wages	19,800	21,023	20,394
36	Total Salaries	\$ 76,162	\$ 79,580	\$ 77,865
37	Expenses	2,805	2,861	2,800
	Total Board of Health Budget	\$ 78,967	\$ 82,441	\$ 80,665

COUNCIL ON AGING

	Director's Salary	62,000	65,000	65,000
	Program Coordinator	36,876	46,876	37,982
	Outreach Worker	13,037	13,298	13,298
	Part Time Van Driver	20,892	21,310	21,310
38	Total Salaries	\$ 132,805	\$ 146,484	\$ 137,590
	Expenses	6,000	3,000	3,000
	Vehicle Maintenance	5,000	1,500	1,500
39	Total Expenses	\$ 11,000	\$ 4,500	\$ 4,500
	Total Council on Aging Budget	\$ 143,805	\$ 150,984	\$ 142,090

VETERANS

	Veterans' Agent Salary	9,000	9,180	9,180
	Veterans' Benefits	30,000	30,000	30,000
40	Total Veterans Budget	\$ 39,000	\$ 39,180	\$ 39,180

	TOTAL HUMAN SERVICES	\$ 261,772	\$ 272,605	\$ 261,935
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LIBRARY

	Library Director's Salary	67,349	70,380	68,696
	Library Staff Wages	121,675	138,479	130,022
	Part Time Wages	10,532	11,162	11,627
41	Total Salaries	\$ 199,556	\$ 220,021	\$ 210,345
	Library Materials	51,920	53,006	53,006
	Technology	1,066	1,086	1,086
	Programs	1,066	1,066	1,066
	Dues	18,901	20,150	20,150
	Training	2,132	2,132	2,132
	Supplies	4,335	4,425	4,425
42	Total Expenses	\$ 79,420	\$ 81,865	\$ 81,865
	Total Library Budget	\$ 278,975	\$ 301,886	\$ 292,210

	TOTAL LIBRARY	\$ 278,975	\$ 301,886	\$ 292,210
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DEBT SERVICE

	Long Term Principal	285,800	225,000	225,000
	Short Term Principal		60,800	60,800
	Long Term Interest	99,763	91,563	91,563

	Short Term Interest	2,700	3,011	3,011
	Administrative Fees	1,000	2,000	2,000
43	Total Debt Budget	\$ 389,263	\$ 382,374	\$ 382,374
	TOTAL DEBT SERVICE	\$ 389,263	\$ 382,374	\$ 382,374
	<u>UNCLASSIFIED</u>			
	Essex County Retirement Contribution	620,551	684,013	684,013
	Unemployment Compensation	2,000	2,000	2,000
	Medicare Tax	55,000	55,000	55,000
	OPEB Trust Fund (Other Post Employment Benefits)	85,000	85,000	85,000
	Sealer of Weights & Measures	-	-	750
	Memorial Day Services	500	500	500
	Street Lighting	20,000	17,000	17,000
44	Total Unclassified Budget	\$ 783,051	\$ 843,513	\$ 844,263
	TOTAL UNCLASSIFIED	\$ 783,051	\$ 843,513	\$ 844,263
	TOTAL APPROPRIATED OPERATING EXPENSES	\$ 20,420,166	\$ 21,577,299	\$ 20,935,268
	<u>OTHER RAISE & APPROPRIATE ARTICLES</u>			
	Vets of Foreign Wars - Maintenance for Meeting Space Cemetery Engineering Study to Develop Add'l Lots			
	Town Code Consultant	4,990		
	TOTAL OTHER NON-APPROPRIATED EXPENSES	\$ 4,990	\$ -	\$ -
	<u>OTHER NON-APPROPRIATED EXPENSES</u>			
	Allowance for Abatements & Exemptions	123,256	125,000	125,000
	Cherry Sheet Charges	87,389	87,940	87,940
	Direct to Library	12,071	11,306	11,306
	TOTAL OTHER NON-APPROPRIATED EXPENSES	\$ 222,716	\$ 224,246	\$ 224,246
	GRAND TOTAL EXPENSES	\$ 20,647,872	\$ 21,801,545	\$ 21,159,514

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Melissa Baker of the Finance Board, moved to amend and replace the warrant with the proposed Finance Board packet approved budget.

Dennis McNulty placed a hold on item # 33 Rubbish, with the amount of complaints in rubbish pick up in Groveland, could the Town break the contract and find a new vendor? Kathleen Kastrinelis responded that Groveland has a five-year contract. She is hopeful that with the new town website, an online complaint format will be available. She also thought that tonnage may reduce with the end of the pandemic and that she is hopeful that the reduction in the number of barrels will result in a lowering of cost. If needed the Board of Selectmen would schedule a meeting with Waste Management.

Motion and Second on the Proposed Amendment for \$21,159,514.00.

Majority in Favor for Favorable Action to approve the amended budget so declared the Moderator.

ARTICLE 41: To see if the Town will vote to fix the salary and compensation of all elective and appointive officers of the Town for the twelve months ending June 30, 2023; or take any other action relative thereto. Fixing of salaries according to Articles #38, #39, #40 above.

Article submitted by Finance Board

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/23/2022 – Unanimous for Favorable Action so declared the Moderator.

5/23-2022 - Motion to dissolve the Annual Town Meeting at 8:32 PM, Unanimous for Favorable Action so declared the Moderator.

APPENDIX A

CAPITAL IMPROVEMENT PLAN

Fiscal Y2023 Capital Improvement Plan & 5 Year Capital Submissions

<u>Department</u>	<u>Project</u>	<u>FY2023 Requested</u>	<u>FY2023 Recommended</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>Totals</u>
Bagnall Improvements	Replace Unit Ventilators	\$200,000						\$200,000
	Install Generator Café, Kitchen, Gym	\$100,000						\$100,000
	Fire Alarm System Upgrade	\$50,000						\$50,000
	R&R Restroom Fixtures	\$200,000						\$200,000
	Grind/Topcoat Drive/Front Parking Lot	\$75,000						\$75,000
	Library & Lab Carpet			\$20,000				\$20,000
	Replace PA System/VOIP System			\$100,000				\$100,000
	Subtotal - Bagnall	\$625,000		\$0	\$0	\$0	\$0	\$745,000
Cemetery Department	John Deere 2025R Compact Tractor	\$30,000						\$30,000
	Subtotal- Cemetery Department	\$30,000		\$0	\$0	\$0	\$0	\$30,000
	Police/Fire Building Fascia Bd./EMS Shed Roof	\$100,000						\$100,000
Facilities	Small Pickup Truck			\$35,000				\$35,000
	Central Fire Station Renovations			\$300,000				\$300,000
	Subtotal - Facilities	\$100,000		\$35,000	\$0	\$0	\$0	\$35,000
Fire Department	Jaws of Life	\$45,000						\$45,000
	Replace Car 1	\$75,000						\$75,000
	Subtotal - Fire Department	\$45,000		\$0	\$0	\$0	\$0	\$120,000
	8-Ton Truck (Replacing 2006 Peterbilt)	\$302,394						\$302,394
Highway Department	Backhoe (split between Highway/Water/Sewer)	\$61,500						\$61,500
	Subtotal - Highway Department	\$363,894		\$0	\$0	\$0	\$0	\$363,894
Police Department	Replacement of Line Cruiser	\$51,700		\$52,500	\$53,000	\$53,500	\$54,000	\$264,700
	Subtotal - Police Department	\$51,700		\$52,500	\$53,000	\$53,500	\$54,000	\$264,700
Library	Carpeting			9,100				\$9,100
	Sub-total - Library							\$9,100
	Totals	\$1,215,594		\$87,500	\$53,000	\$53,500	\$54,000	\$1,567,694

APPENDIX B

REVOLVING FUNDS ACTIVITY THROUGH MARCH 31, 2022

Bagnall Summer Program Revolving Fund - Fund 2406

Beginning Balance as of July 1, 2021	\$	67,320.48
Add: Revenues		66,057.55
Less: Payroll Expenses		66,788.08
Less: Operating Expenses		22,576.24
Ending Balance as of March 31, 2022	\$	44,013.71

Council on Aging Revolving Fund - Fund 2407

Beginning Balance as of July 1, 2021	\$	16,015.85
Add: Revenues		3,214.19
Less: Operating Expenses		2,179.05
Ending Balance as of March 31, 2022	\$	17,050.99

Pines Boat Ramp Revolving Fund - Fund 2409

Beginning Balance as of July 1, 2021	\$	17,618.46
Add: Revenues		1,000.00
Less: Operating Expenses		1,773.12
Ending Balance as of March 31, 2022	\$	16,845.34

Veasey Memorial Park Revolving Fund - Fund 2411

Beginning Balance as of July 1, 2021	\$	21,404.61
Add: Revenues		68,557.64
Less: Operating Expenses		110,605.38
Ending Balance as of March 31, 2022	\$	(20,643.13)

Zoning Board of Appeals Revolving Fund - Fund 2440

Beginning Balance as of July 1, 2021	\$	730.24
Add: Revenues		264.76
Less: Operating Expenses		995.00
Ending Balance as of March 31, 2022	\$	-

Fire Department CPR Class Revolving Fund - Fund 2451

Beginning Balance as of July 1, 2021	\$	56.56
Add: Revenues		150.00
Less: Operating Expenses		15.00
Ending Balance as of March 31, 2022	\$	191.56

Pines Maintenance Revolving Fund - Fund 2660

Beginning Balance as of July 1, 2021	\$	2,332.51
Add: Revenues		400.00
Less: Operating Expenses		2,218.86
Ending Balance as of March 31, 2022	\$	513.65

Groveland Day Revolving Fund - Fund 2661

Beginning Balance as of July 1, 2021	\$	9,938.14
Add: Revenues		5,513.75
Less: Operating Expenses		9,869.41
Ending Balance as of March 31, 2022	\$	5,582.48

Veasey Memorial Park Fiscal Year 2022 Revolving Fund Financial Report
As of April 19, 2022

<u>Expenditures</u>		<u>Budget</u> <u>FY 22</u>	<u>Actual</u> <u>Spent</u>	<u>Percent</u> <u>of Budget</u>
Utilities				
	Main Building			
	Heat (gas)	\$ 4,000	\$ 3,605.48	90.14%
	Electricity	\$ 6,500	\$ 6,045.44	93.01%
	Internet /Phone /TV	\$ 3,600	\$ 2,376.84	66.02%
	Water	\$ 1,800	\$ 990.06	55.00%
	Alarm Telephone	\$ 600	\$ 396.00	66.00%
	Alarm	\$ 450	\$ 690.30	153.40%
	Outbuildings and grounds			
	Electricity	\$ 350	\$ 306.08	87.45%
	Water	\$ 400	\$ 498.46	124.62%
Maintenance				
	Heating Systems			
	Main Building	\$ 250	\$ 340.00	136.00%
	199 Washington	\$ 150	\$ 340.00	226.67%
	Good Shepherds Cottage	\$ 250		
	Other Systems			
	Septic Systems			
	Main Building	\$ 250	\$ 280.00	112.00%
	199 Washington	\$ 250	\$ 240.00	96.00%
	Good Shepherds Cottage	\$ 250	\$ 240.00	96.00%
Professional Services				
	Director			
	Salary	\$ 17,000	\$ 14,150.00	83.24%
	Commissions	\$ 31,000	\$ 28,397.92	91.61%
	Program Coordinator	\$ 21,000		
	Marketing	\$ 7,500	\$ 2,086.00	27.81%
	Facilities and Grounds Manager	\$ 20,800	\$ 17,560.00	84.42%
	Housekeeping	\$ 10,100		
	Carpet Cleaning	\$ 1,100	\$ 700.00	63.64%
	Special Cleaning Projects	\$ 200		
	Web Services	\$ 600		
Supplies				
	Administrative	\$ 1,200	\$ 584.73	48.73%
	Housekeeping	\$ 500	\$ 399.01	79.80%

Hospitality	\$ 600	\$ 2,127.98	354.66%
Facilities	\$ 1,200	\$ 1,657.00	138.08%
Miscellaneous			
Misc repairs	\$ 2,000	\$ 2,986.17	149.31%
Licenses	\$ -		
Refunds	\$ -	\$ 1,225.00	
Repairs			
Apartment repairs fund	\$ 5,000		
Insurance			
General insurance contribution to town	\$ -		
Liquor liability	\$ 6,000		
Total Expenses		\$ 88,222.47	

<u>Revenue</u>	<u>Projected income</u>	<u>Actual Rec'd</u>	<u>Percent Rec'd</u>
Tenants			
199 Washington St	\$ 22,200	\$ 18,500	83.33%
Good Shepherd Cottage	\$ 14,400	\$ 12,000	83.33%
Main Bldg Apartment	\$ 15,360	\$ 12,800	83.33%
Lucile's Cottage	\$ 5,700	\$ 5,234	91.82%
West Wing Office	\$ 3,840	\$ 3,200	83.33%
Storage Room	\$ 1,200	\$ 1,400	116.67%
VFW Room			
Long Term Partners			
Girl Scouts	\$ 100		
Visions	\$ 700	\$ 750	107.14%
Single Use /Events	\$ 62,000	\$ 31,340.33	50.55%
Fundraising			
Donations	\$ 1,000		
Total Income		\$ 85,224.09	
<u>Cash Position</u>			
On-hand at end of FY Year 21		\$ 21,404.61	
Revenue Year to Date FY 2022		\$ 85,224.09	
Expenditures Year to Date FY 2022		\$ 88,222.47	
On hand April 20, 2022 FY 2022		\$ 18,406.23	

APPENDIX C

Massachusetts General Laws, Chapter 39, Section 23D Section 56.

Except as otherwise established in a town-by-town meeting action and in a city-by-city council action, by adoptions of the appropriate by-laws and ordinances to set such fees, sealers shall receive and inspectors may demand the following fees for sealing and inspecting the following weighing or measuring devices:

- (a) Each scale with a weighing capacity of more than ten thousand pounds, twenty-five dollars.
- (b) Each scale with a weighing capacity of five thousand to ten thousand pounds, fifteen dollars.
- (c) Each scale with a weighing capacity of one thousand to five thousand pounds, ten dollars.
- (d) Each scale with a weighing capacity of one hundred to one thousand pounds, five dollars.
- (e) Scales and balances with a weighing capacity of more than ten pounds and less than one hundred pounds, three dollars.
- (f) Scales and balances with a weighing capacity of ten pounds or less, two dollars.
- (g) Each liquid capacity measure, except vehicle tanks, of the capacity of more than one gallon and measures on pumps, fifty cents.
- (h) Each liquid measuring meter, except water meters, the diameter of the inlet pipe of which is one half inch or less, two dollars, more than one half inch but not more than one inch, four dollars; for each such type of liquid measuring meter, the diameter of the inlet pipe of which is more than one inch, the following shall apply, vehicle-tank pump eight dollars, vehicle-tank gravity ten dollars, bulk storage twenty dollars, bulk storage user furnishes certified prover ten dollars.
- (i) Each taximeter or measuring device used upon vehicles to determine the cost of transportation, four dollars.
- (j) Each machine or other mechanical device used for determining linear or area measurement, two dollars.
- (k) Milk bottle or jars, four dollars per gross.
- (l) Vehicle tanks used in the sale of commodities by liquid measures shall be charged for each hundred gallons or fraction thereof, one dollar. An additional fee of two dollars per sealed indicator shall be received.
- (m) All weights and other measures, twenty cents each.
- (n) Each automated electronic retail checkout system with fewer than four cash registers or computer terminals, not more than \$75.
- (o) Each automated electronic retail checkout system with no less than four and no more than 11 cash registers or computer terminals, not more than \$150.
- (p) Each automated electronic retail checkout system with greater than 11 cash registers or computer terminals, not more than \$250.

They shall also receive reasonable compensation for the use of special facilities, necessary repairs, alterations and adjustments made by them.

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


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

Given under our hands this 4th day of May in the year of our Lord two thousand twenty-two.


Edward Watson, Chairman


Daniel MacDonald, Selectman


Kathleen Kastrinelis, Vice-Chair


Jason Naves, Selectman


Mark Parenteau, Selectman

A true copy, attest:


Elizabeth Cunniff, 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.


Elizabeth Cunniff, Town Clerk


Jeffrey T. Gillen, Police Chief

**TOWN OF GROVELAND
MASSACHUSETTS
2021-2022**

BOARD OF SELECTMEN

Edward Watson, Chairman
Kathleen Kastrinelis, Vice Chair
Daniel MacDonald
Jason Naves
Mark Parenteau

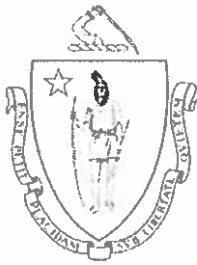
TOWN ADMINISTRATOR/FINANCE DIRECTOR

Rebecca Oldham

FINANCE BOARD

TERM EXPIRES

Ruth Rivard, Chair	2023
James Scanlon	2023
Theresa Dunn	2023
Vacant	2023
Melissa Baker, Secretary	2022
Sarah McGrath	2022
Vacant	2022
Susan Yaskell, Alternate Member	2022



THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL

CENTRAL MASSACHUSETTS DIVISION
10 MECHANIC STREET, SUITE 301
WORCESTER, MA 01608

MAURA HEALEY
ATTORNEY GENERAL

(508) 792-7600
(508) 795-1991 fax
www.mass.gov/ago

September 1, 2022

Elizabeth Cunniff, Town Clerk
Town of Groveland
183 Main Street
Groveland, MA 01834

Re: Groveland Annual Town Meeting of May 23, 2022 -- Case # 10624
Warrant Articles # 14 and 15 (Zoning)
Warrant Articles # 5, 6, 7, 8, 9, 10, 11, 12 and 13 (General)

Dear Ms. Cunniff:

Articles 5, 6, 7, 8, 9, 10, 11, 12, 13, 14 and 15 - We approve Articles 5, 6, 7, 8, 9, 10, 11, 12, 13, 14 and 15 from the May 23, 2022 Groveland Annual Town Meeting. Our comments regarding Articles 8 and 14 are provided below.

Article 8 - Under Article 8 the Town voted to amend the general by-laws by deleting Section 6.1 in its entirety and inserting a new Section 6.1, "Building Numbering/Street Naming." Section 6.1 requires all buildings to be assigned a street number and requires all buildings to be identified by the assigned street number. See Section 6-1 (6), "Building Numbering" and Section 6-1 (6), "Compliance." ¹ Section 6-1 (6), "Compliance," requires all numbers to be "displayed within 60 days of the enactment of this bylaw or within 60 days of the assignment of a new street number." It is unclear what the text "within 60 days of the enactment of this bylaw" means. However, G.L. c. 40, § 32 governs the effective date of general by-laws and requires that by-laws approved by the Attorney General must be posted or published before they go into effect. The by-law amendments adopted under Article 8 will not take effect until the requirements of G.L. c. 40, § 32 have been satisfied. The Town should consult with Town Counsel on the proper application of Section 6-1 (6), "Compliance," and the effective date of the by-law.

Article 14 - Under Article 14 the Town vote to amend the zoning by-laws, Section 50-2.1, "Terms Defined," to add a new definition of "Caretaker's Unit" to allow an owner or caretaker to live on site at their business in order to monitor the property after hours, as follows:

¹ The new Section 6.1 is missing a sub-section 4 but has two sub-section 6s. The Town should consult with Town Counsel about a future amendment of the by-law to fix the numbering of the Sections.

An accessory dwelling unit constructed in or attached to a principal Business or Industrial use structure, which unit has a separate kitchen, separate bathroom, two separate entrances, a floor area of less than one-half (1/2) the floor area of the principal occupancy's square feet up to a maximum of 900 square feet of habitable area, has one bedroom and which is occupied primarily by a person or persons, and their family, who are employed in part to either care for, monitor, or repair and maintain the principal use structure.

Because Article 14 poses no conflict with state law, we approve it. See Amherst v. Attorney General, 398 Mass. 793, 795-96 (1986) (requiring inconsistency with state law or the Constitution for the Attorney General to disapprove a by-law). However, the Town must apply the one-bedroom limitation consistent with G.L. c. 151B and the Fair Housing Act, as explained below.

Both Federal and State law prohibit discrimination in the provision of housing based on familial status (i.e., the presence of children in the household.). See 44 U.S.C. § 3604 and G.L. c. 151B, § 4, ¶ 6. The Fair Housing Act ("FHA") expressly prohibits discrimination in the rental or sale of a dwelling on the basis of familial status and provides that it shall be unlawful:

(a) To refuse to sell or rent after the making of a bona fide offer, or to refuse to negotiate for the sale or rental of, or otherwise make unavailable or deny, a dwelling to any person because of race, color, religion, sex, familial status, or national origin.

See 42 U.S.C. § 3604 (a).

"The phrase 'otherwise make unavailable or deny' encompasses a wide array of housing practices...and specifically targets the discriminatory use of zoning laws and restrictive covenants." Casa Marie, Inc. v. Superior Court of Puerto Rico for Dist. of Arecibo, 988 F.2d 252, 257 n. 6 (1st Cir. 1993).

Similarly, G.L. c. 151B, § 4, the Massachusetts Anti-Discrimination law, forbids discrimination in housing based on familial status. See G.L. c. 151B, § 4, ¶ 6. Both the Act and c. 151B, prohibit towns from using their zoning powers in a discriminatory manner, i.e., using its zoning powers to exclude housing for members of a protected class, i.e., a family with children. Violations occur when a Town uses its zoning power to intentional discriminate against a member of a protected class or when such zoning power has a discriminatory impact on members of a protected class. See Arlington Heights v. Metropolitan Housing Development Corp., 429 U.S. 252, 265 (1977). Discriminatory effect can occur when a zoning rule, neutral on its face, is applied in a manner to exclude members of a protected class. In discriminatory impact cases, once it has been shown that a neutral action has a discriminatory impact, the burden shifts to the defendant to show that its actions furthered a legitimate bona fide government interest and that no alternative would serve that interest with less discriminatory effect. Huntington Branch, NAACP v. Town of Huntington, 844 F.2d 926, 939 (2d Cir.) (1988).

Based on the Attorney General's limited standard of review, we cannot conclude that Section 50-2.1's one bedroom limitation in the definition of "Caretaker Unit" necessarily violates the FHA or G.L. c. 151B. However, we suggest that the Town discuss this text with

Town Counsel to determine whether this text needs future amendments and whether it should be enforced in light of the FHA and G.L. c. 151B.

Note: Pursuant to G.L. c. 40, § 32, neither general nor zoning bylaws take effect unless the Town has first satisfied the posting/publishing requirements of that statute. Once this statutory duty is fulfilled, (1) general by-laws and amendments take effect on the date these posting and publishing requirements are satisfied unless a later effective date is prescribed in the by-law, and (2) zoning by-laws and amendments are deemed to have taken effect from the date they were approved by the Town Meeting, unless a later effective date is prescribed in the by-law.

Very truly yours,

MAURA HEALEY
ATTORNEY GENERAL

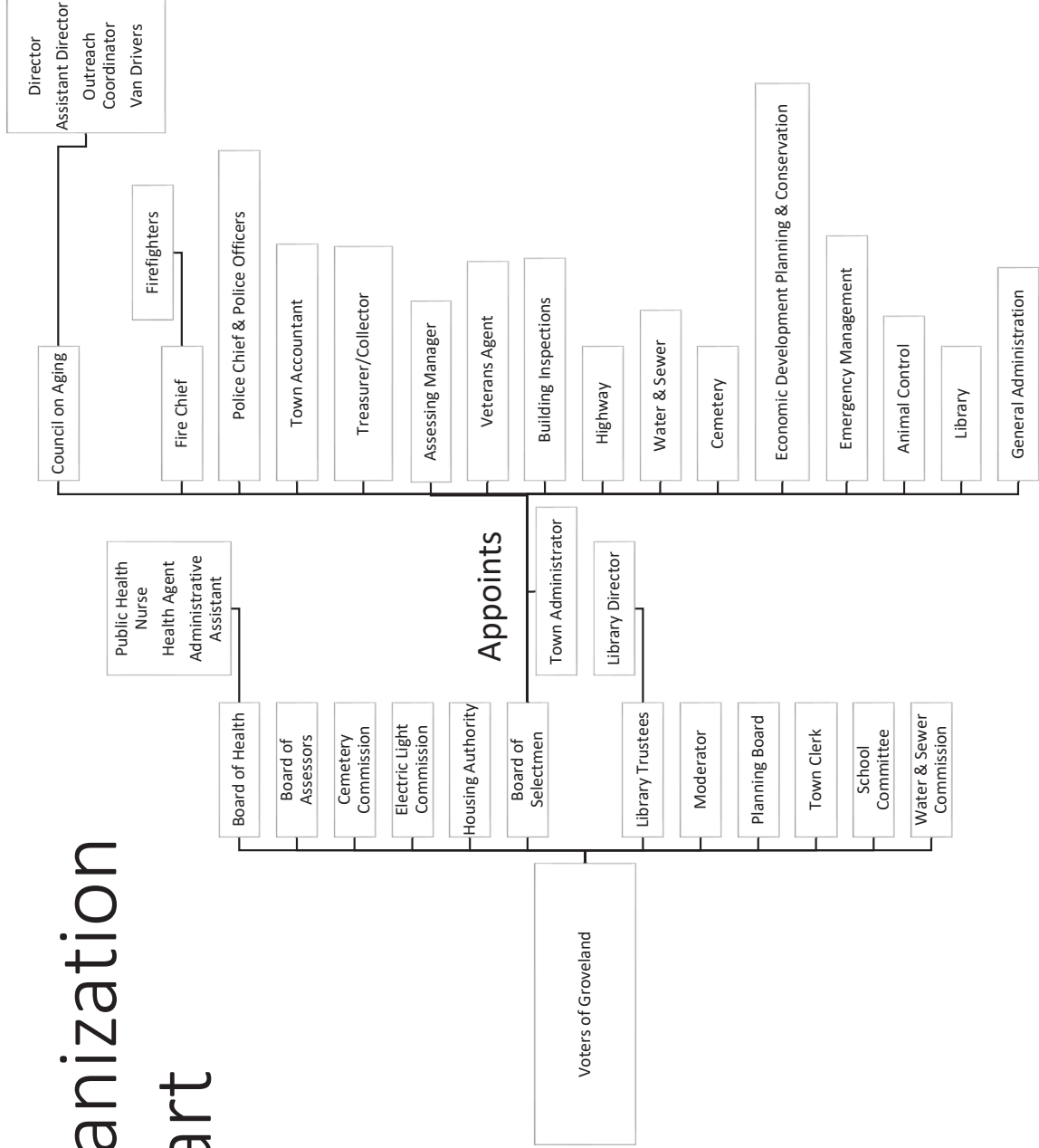
Nicole B. Caprioli

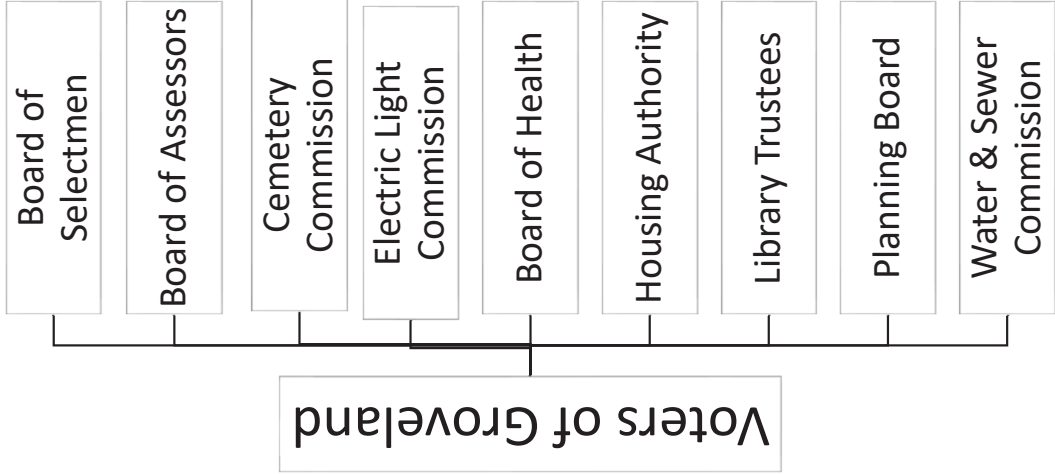
By: Nicole B. Caprioli
Assistant Attorney General
Municipal Law Unit
10 Mechanic Street, Suite 301
Worcester, MA 01608
(508) 792-7600 ext. 4418

cc: Town Counsel William Hewig, III

APPENDIX E: Organizational Charts

Town Organization Chart

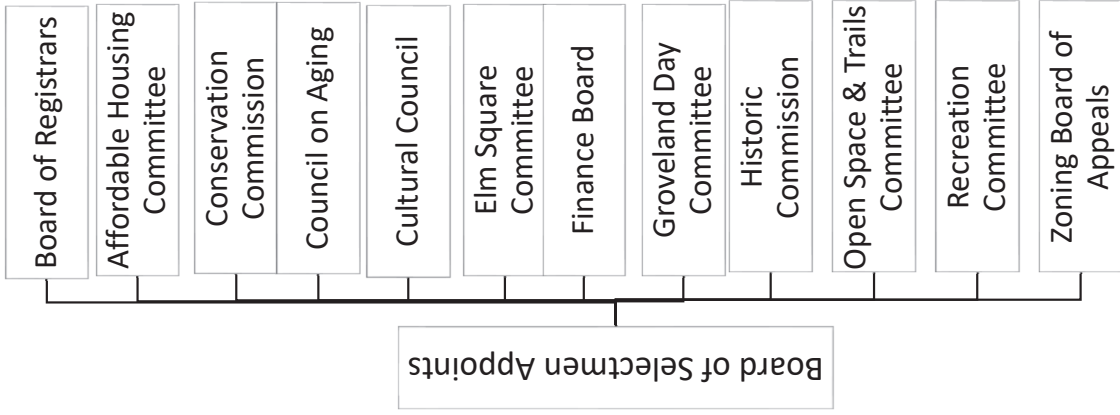




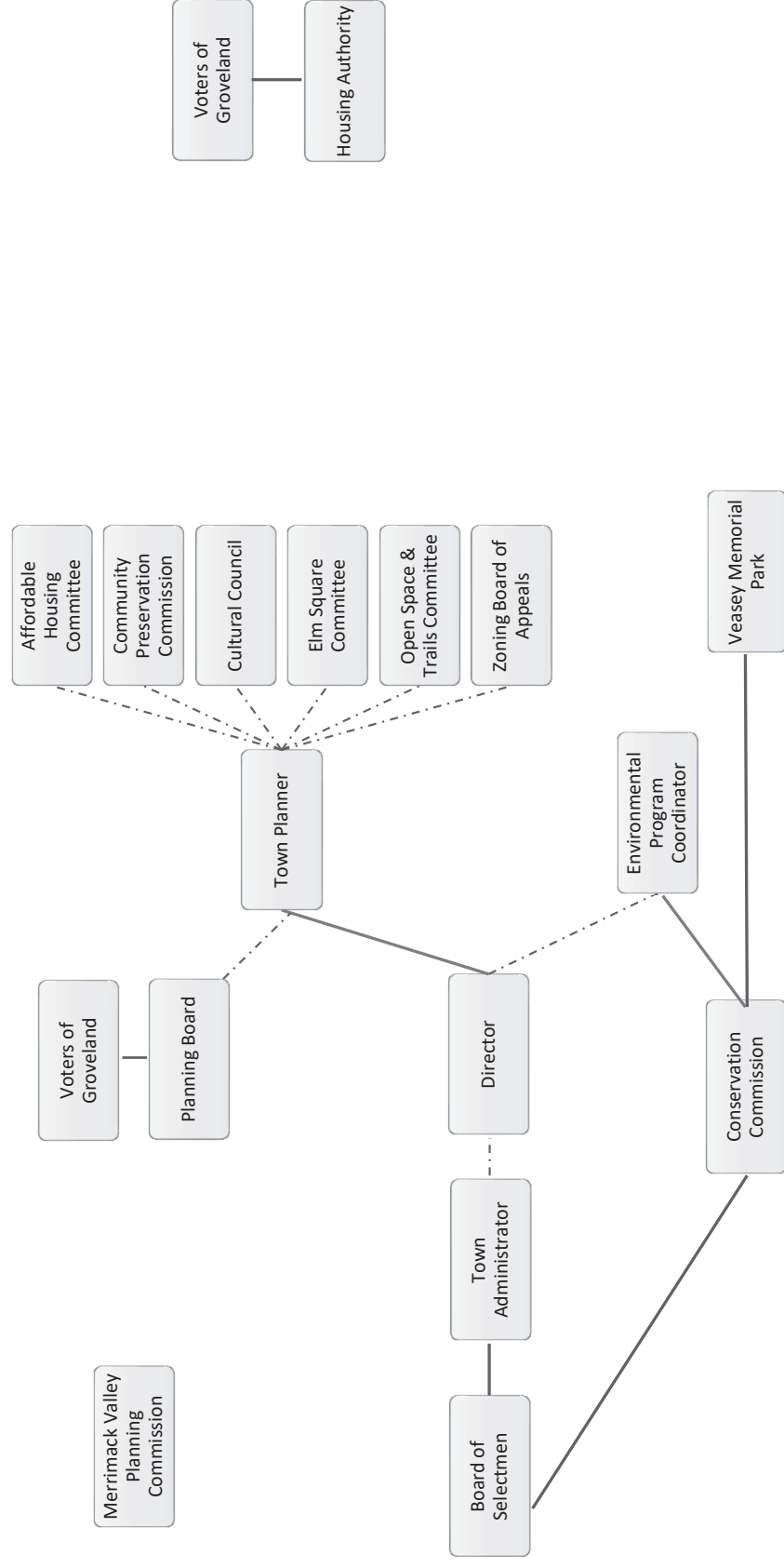
Board & Committees

Board and Committee Member Appointing Authority

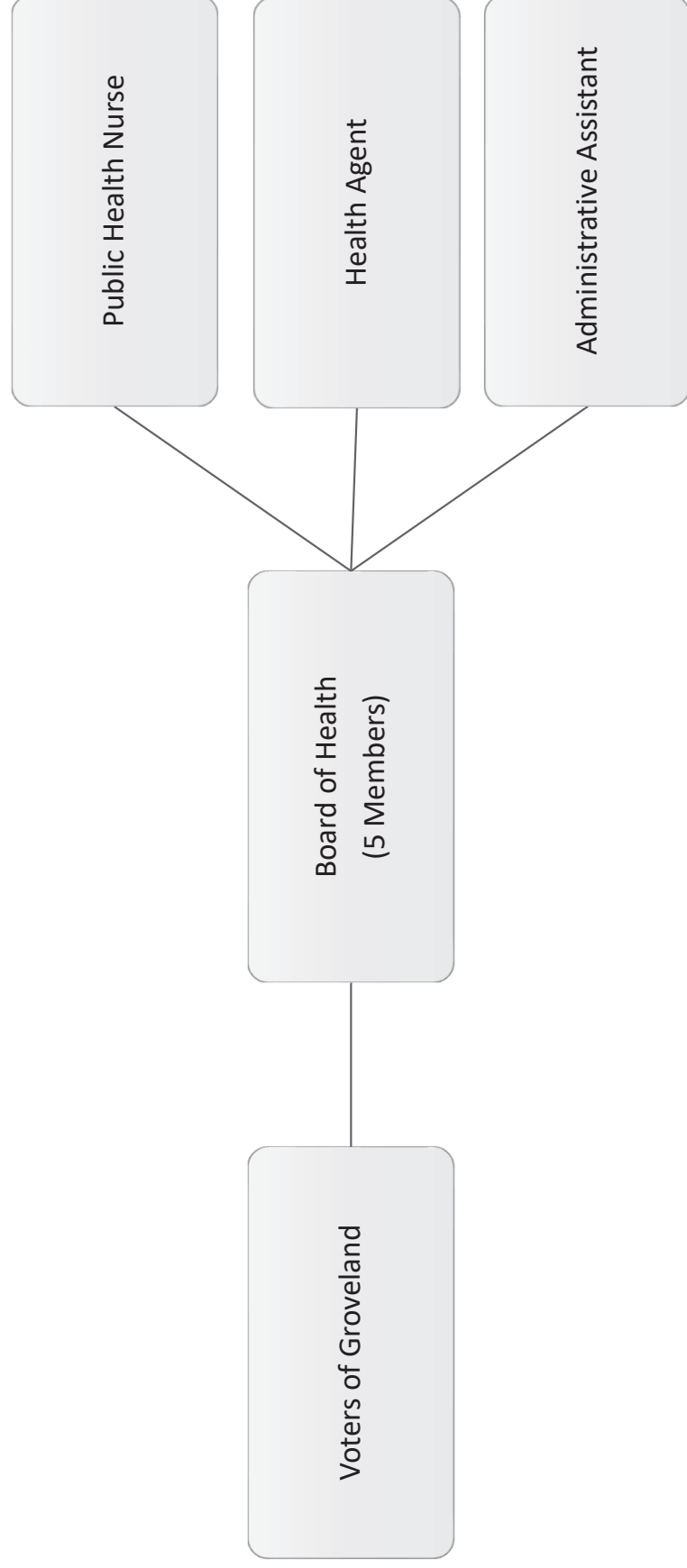
Community Preservation Committee, consisting of nine (9) voting members pursuant to MGL Chapter 44B. The composition of the committee, the appointment authority and the term of office for the committee members shall be as follows: One member of the Board of Selectmen as designated by the Board of Selectmen for a term of three years. One member of the Finance Committee as designated by the Finance Committee for a term of three years. One member of the Conservation Commission as designated by the Conservation Commission for a term of three years. One member of the Planning Board as designated by the Planning Board for a term of three years. One member of the Historical Commission as designated by the Historical Commission for an initial term of one year and thereafter for a term of three years. One member of the Recreation Committee as designated by the Recreation Committee for an initial term of one year and thereafter for a term of three years. One member of the Housing Authority as designated by the Housing Authority for an initial term of one year and thereafter for a term of three years. One member of the Open Space & Trails Committee as designated by the Open Space & Trails Committee for an initial term of two years and thereafter for a term of three years. One member of the Affordable Housing Task Force as designated by the Affordable Housing Task Force for an initial term of two years and thereafter for a term of three years.



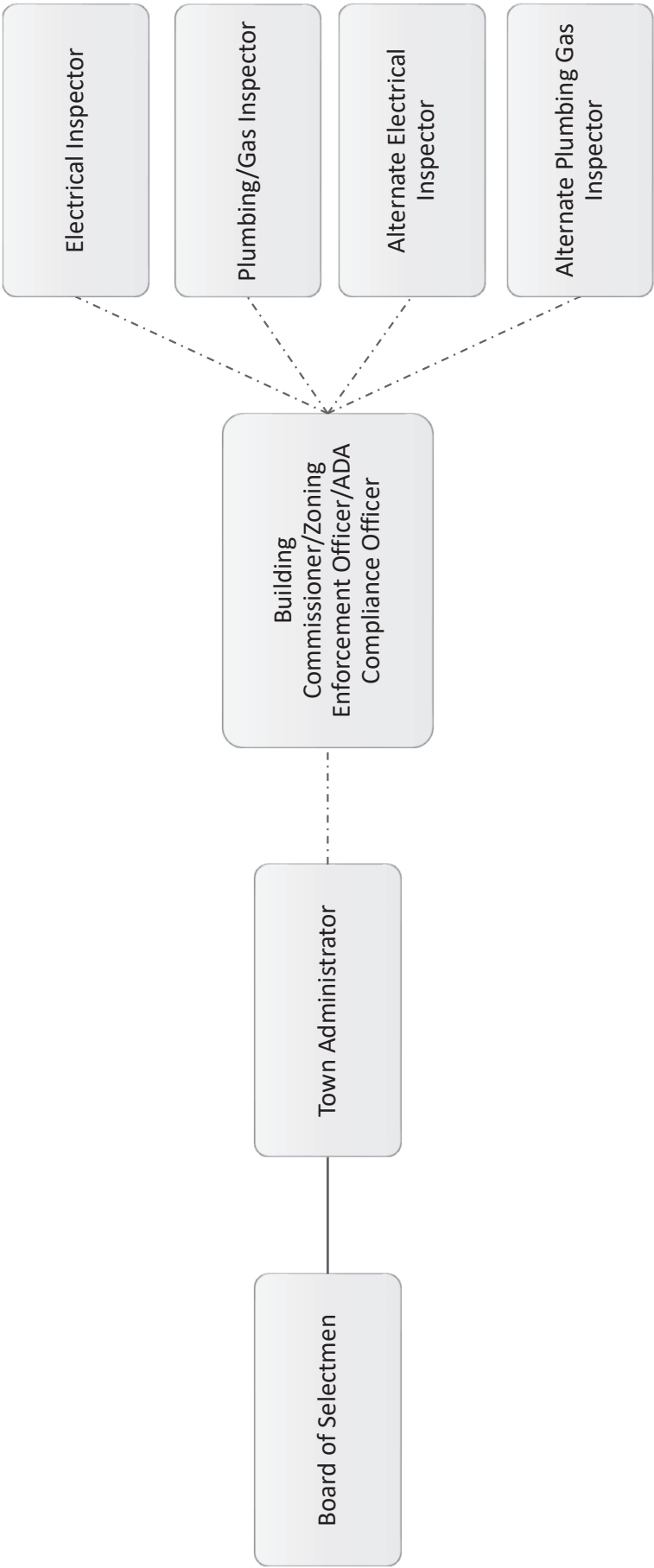
Economic Development Planning & Conservation



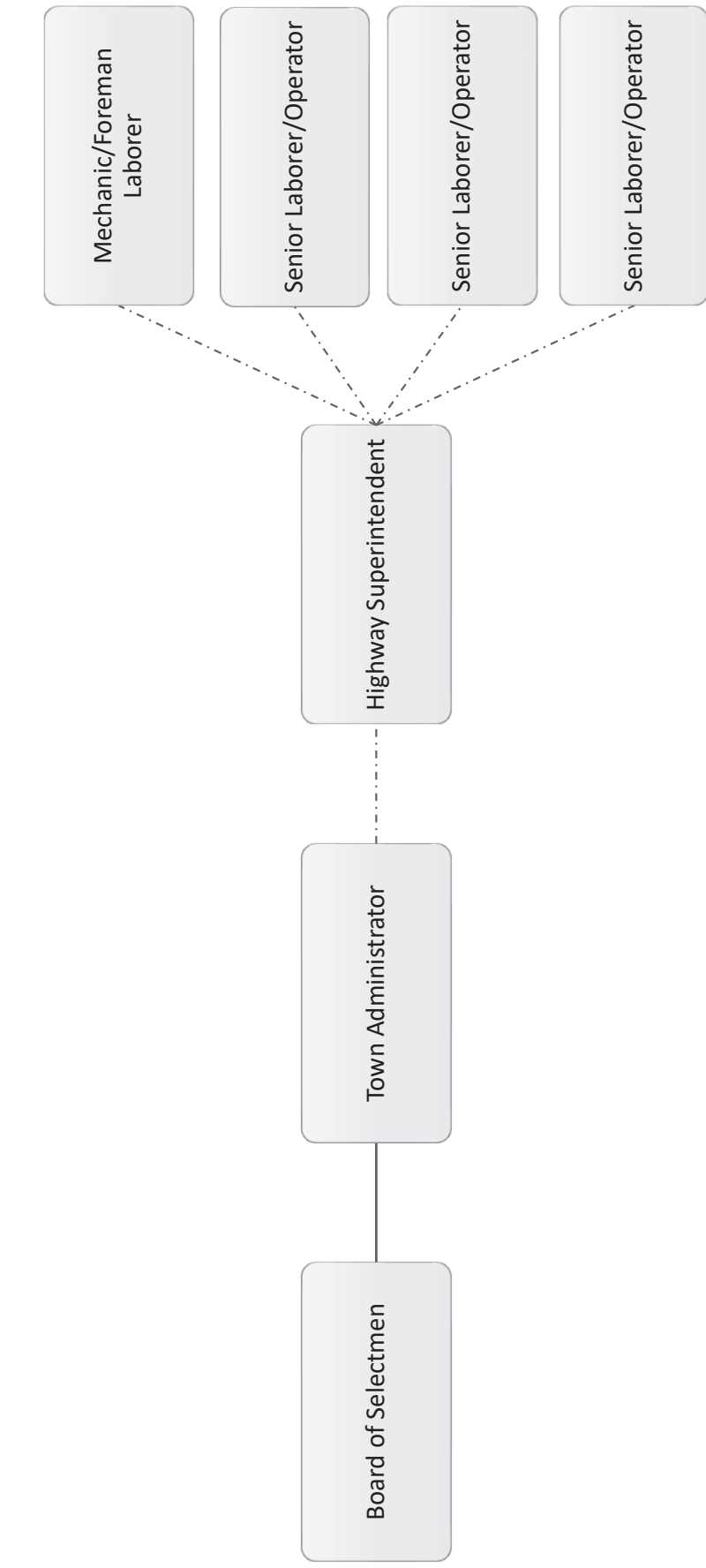
Board of Health



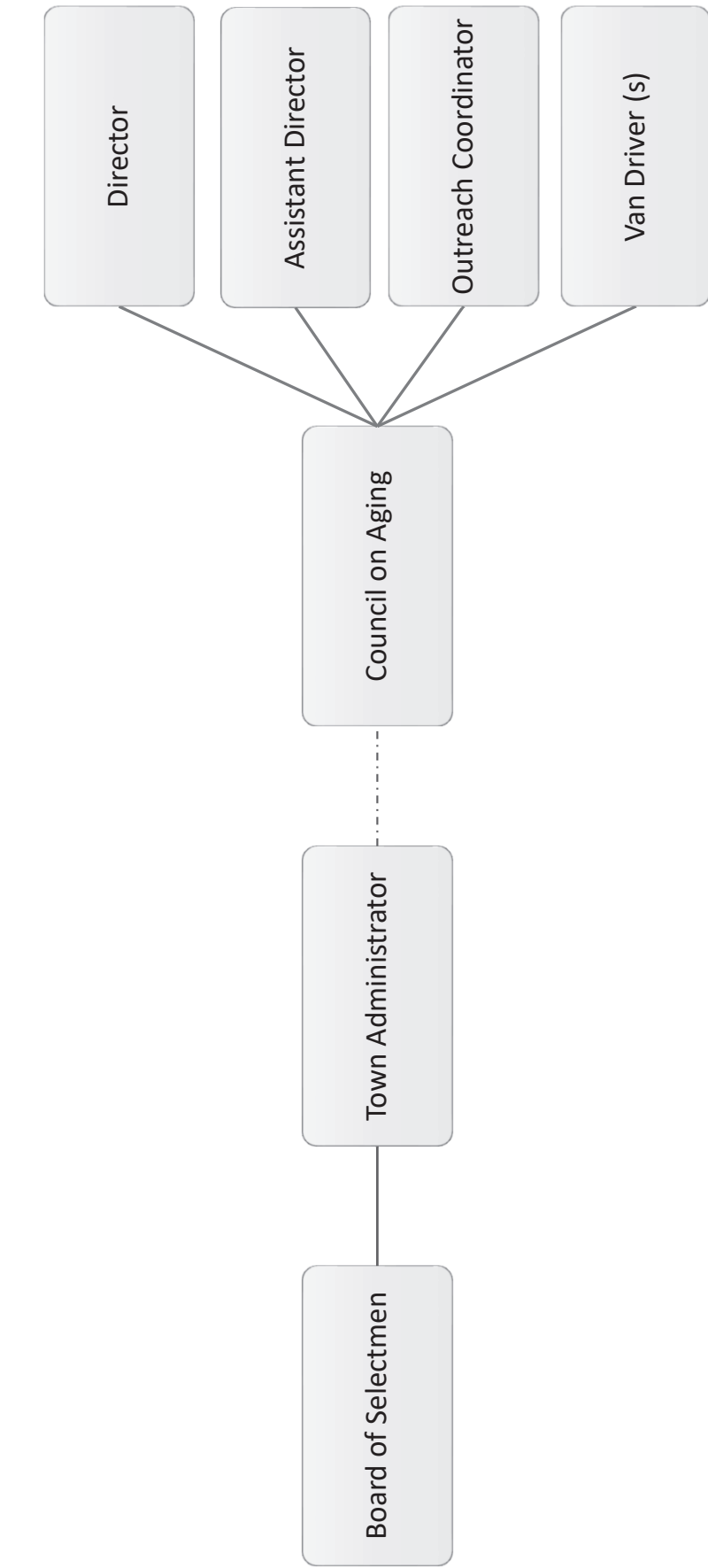
Building Inspections



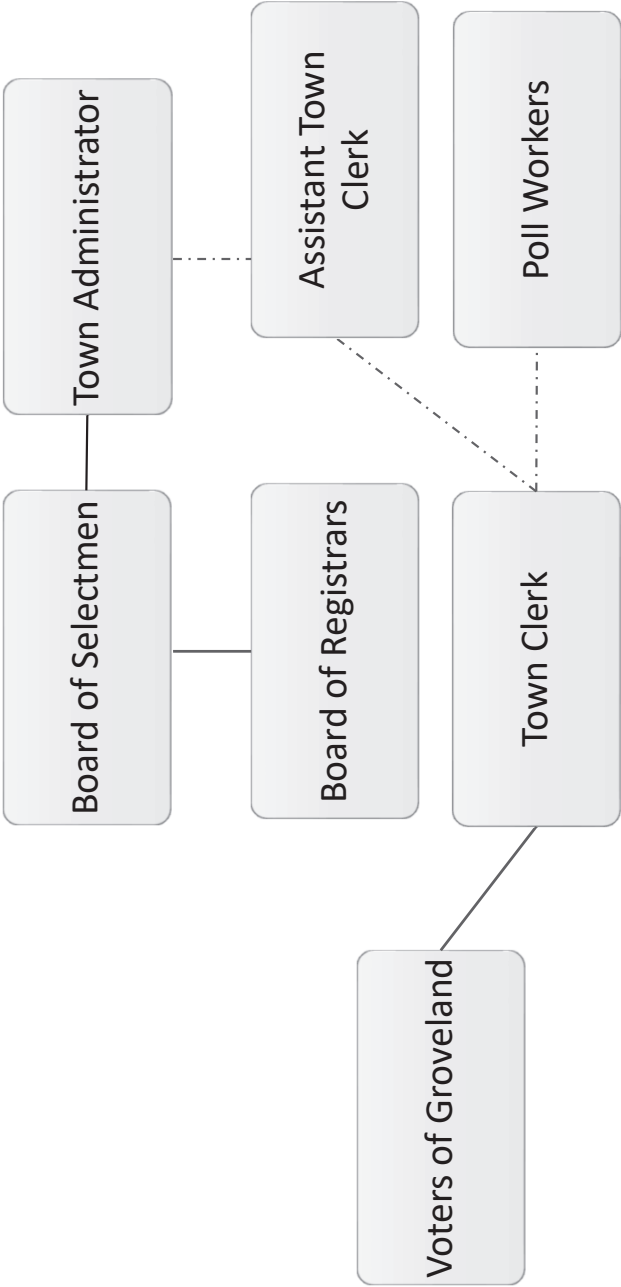
Highway Department



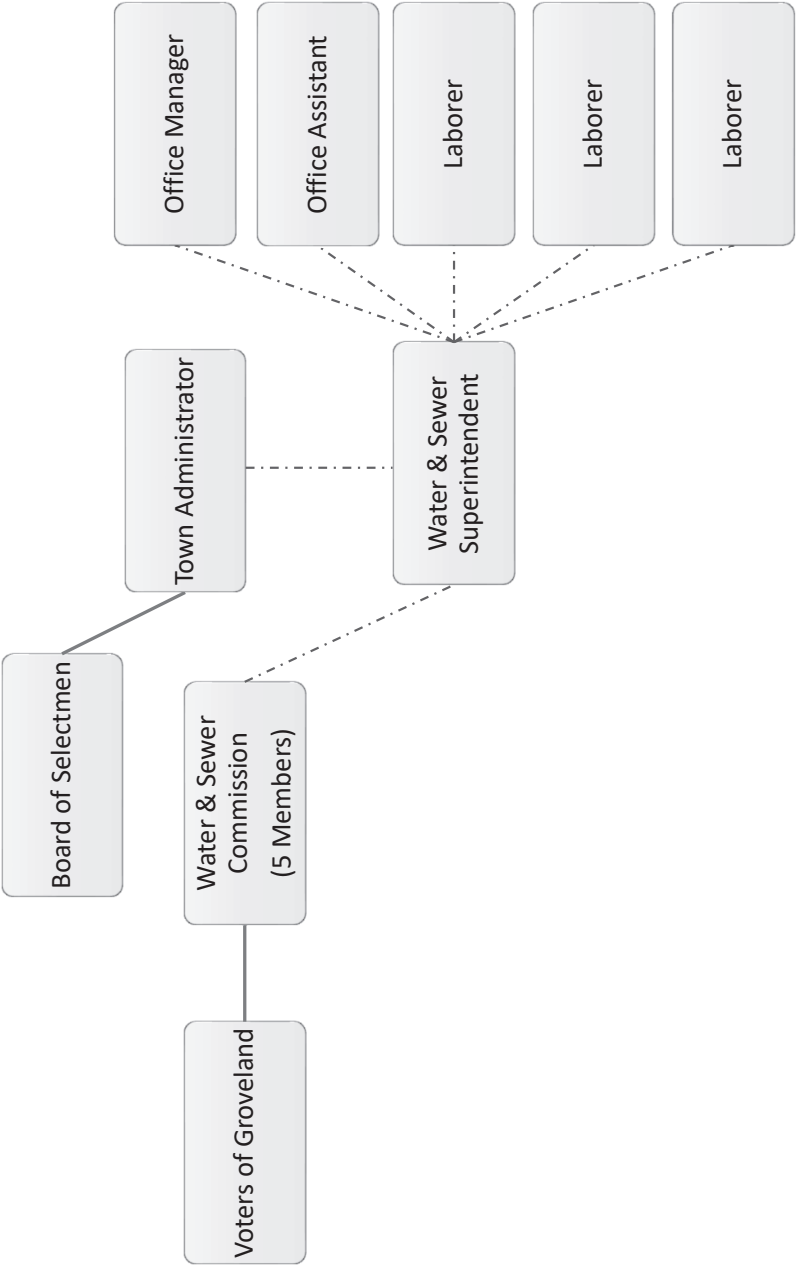
Council on Aging



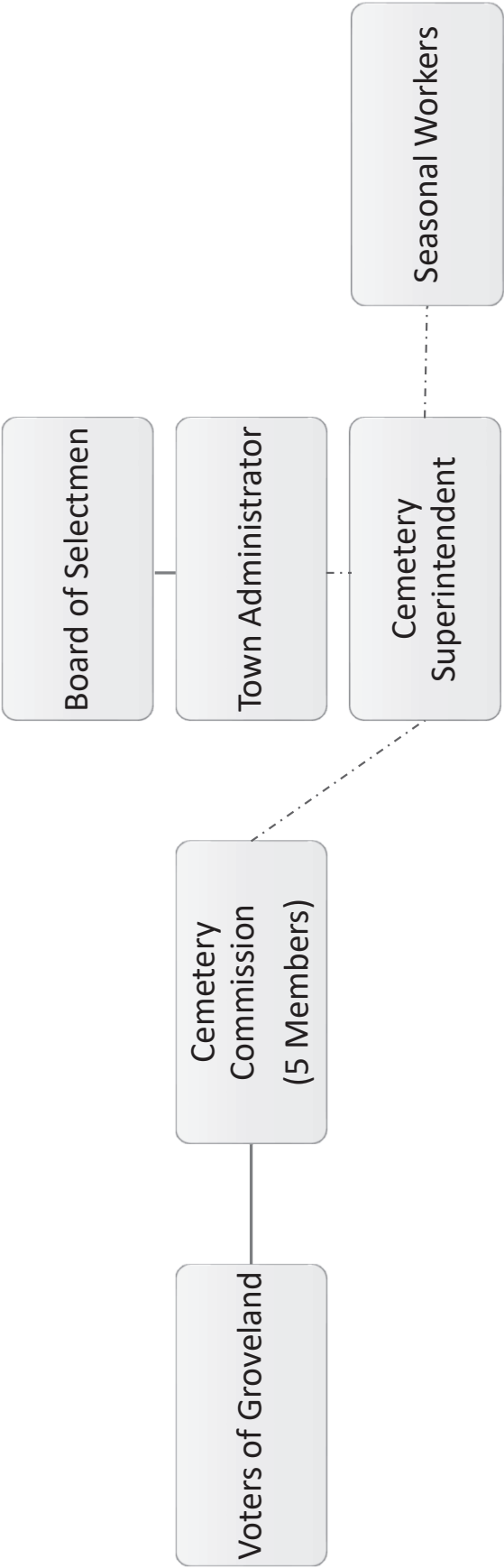
Town Clerk



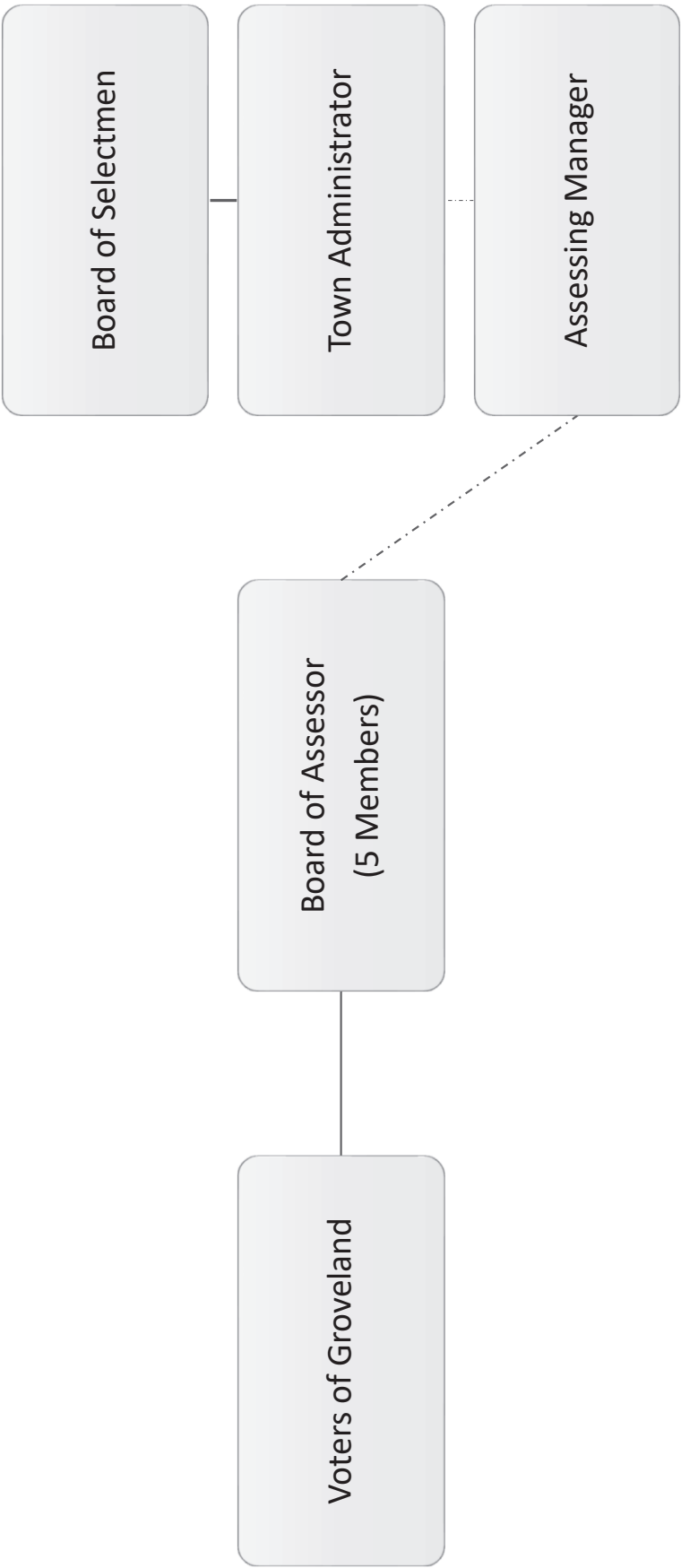
Water & Sewer Department



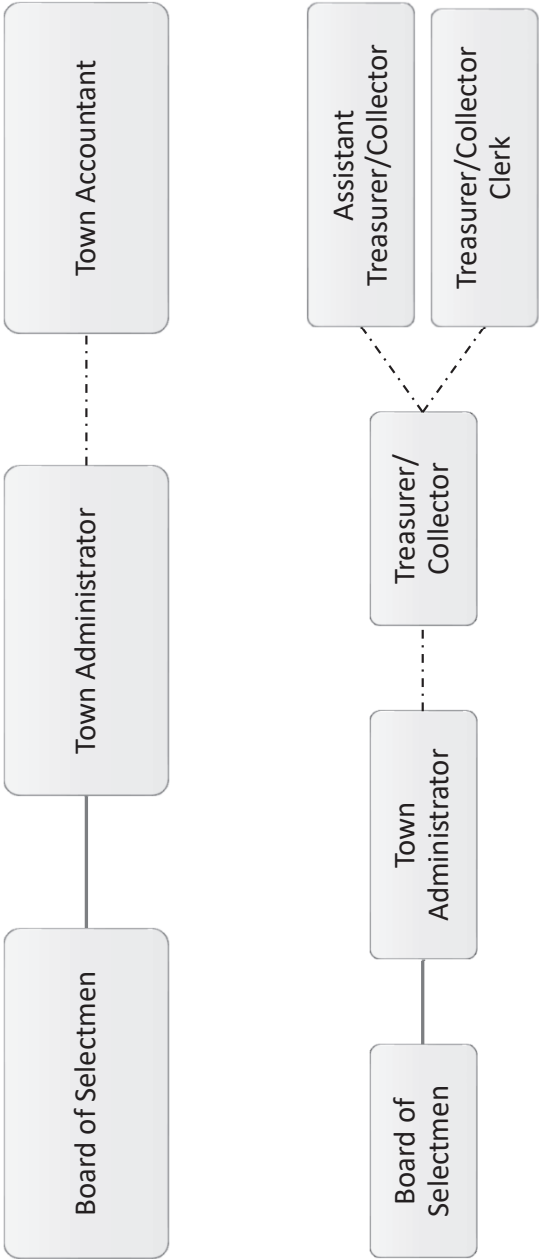
Cemetery Department



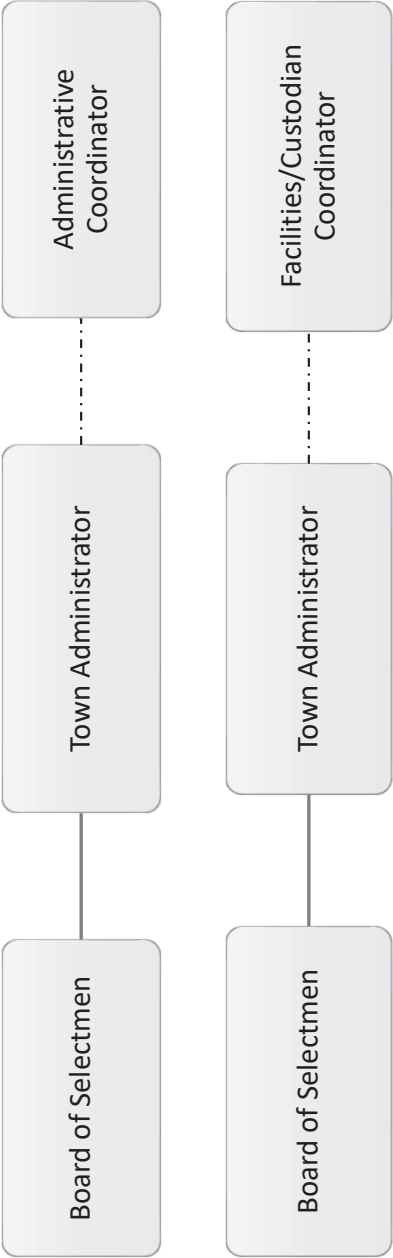
Assessing Department



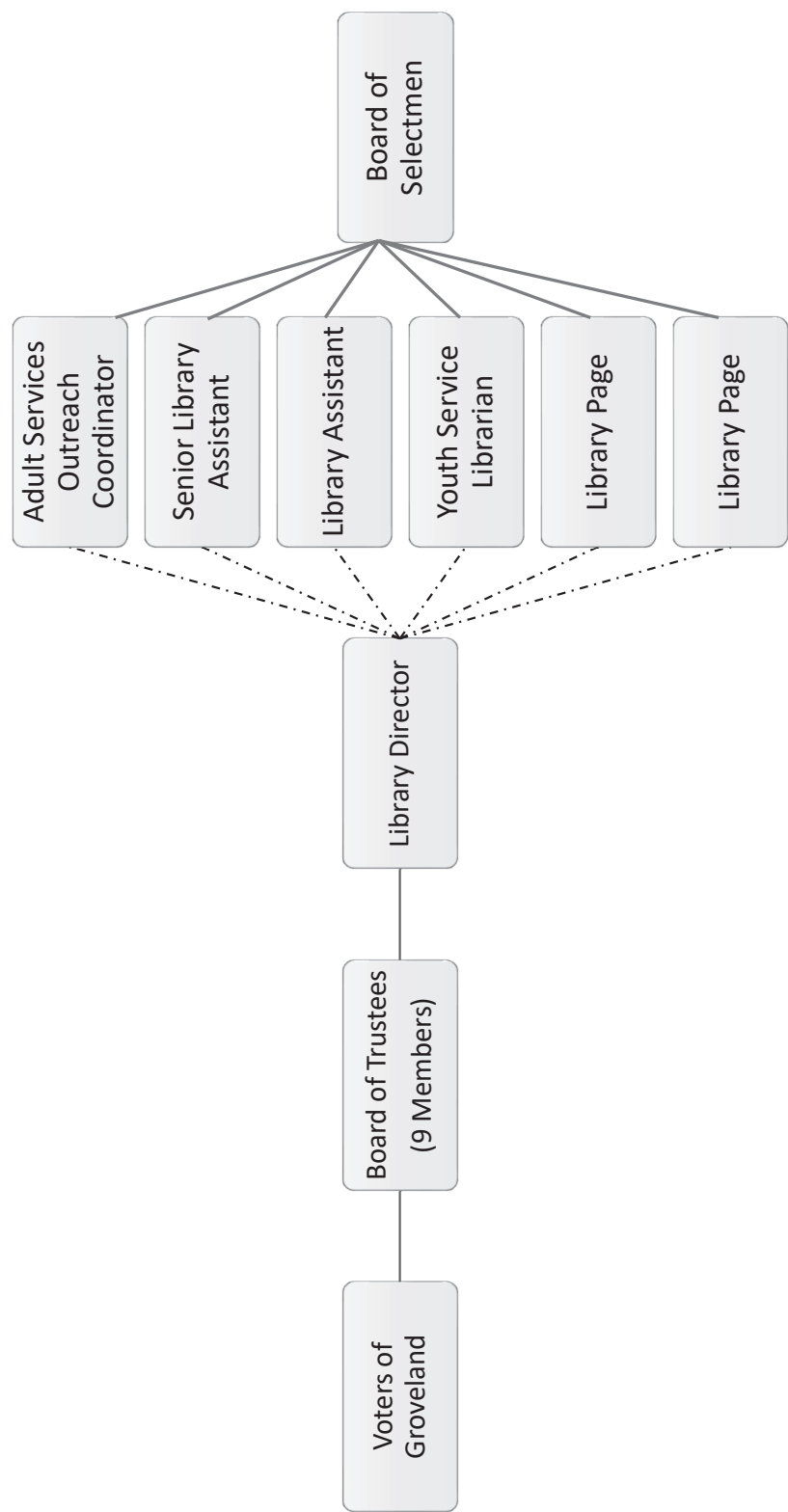
Accountant & Treasurer Collector



General Administration



Library Department



TOWN DIRECTORY

Town Hall Main Line	978-556-7200
Accountant's Office	978-556-7203
Assessor's Office	978-556-7218
Cemetery Department	978-373-5686
Economic Development Planning & Conservation	978-556-7214
Council on Aging	978-556-7217
Electric Light Department	978-372-1671
Town Administrator	978-556-7204
Fire Department	978-374-1923
Health Department	978-556-7210
Highway Department	978-556-7208
Inspectional Services	978-556-7209
Langley Adams Library	978-372-1732
Police Department	978-521-1212
Selectmen's Office	978-556-7207
Tax Office (Treasurer/ Collector)	978-556-7202
Town Clerk's Office	978-556-7221
Water and Sewer Department	978-556-7220