



TOWN OF GROVELAND

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TOWN OF GROVELAND

2025 TOWN MEETING WARRANT

COMMONWEALTH OF MASSACHUSETTS

Town Meeting: Monday, April 28, 2025

Essex, ss:

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

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the **Annual Town Meeting to meet at the Dr. Elmer S. Bagnall School, 253 School Street, Groveland, MA on Monday, April 28, 2025 @ 6:30 P.M.** to act upon or take any other action relative thereto on the following Articles.

ADA ADVISORY – Anyone in need of special accommodations for Town Meeting, please contact the office of the Select Board at 978-556-7204 by April 18, 2025, in order that reasonable accommodations may be made.

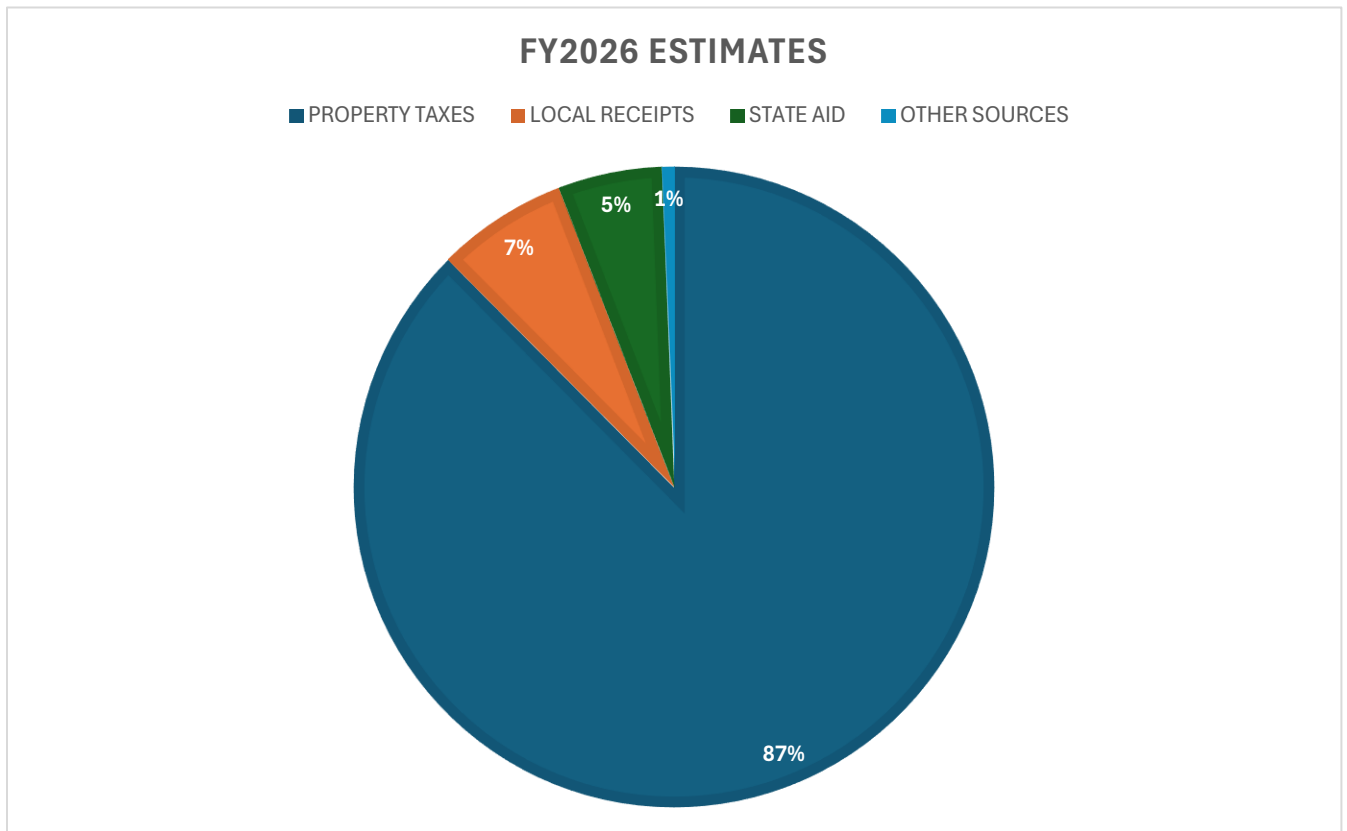
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2025
ANNUAL TOWN MEETING
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SUMMARY OF REVENUES

Source	Amount (\$)
Property Taxes	21,377,044
Local Receipts	1,612,860
State Aid	1,277,051
Other Sources	147,904
Other Non-Appropriated Expenses	(201,938)
Total	24,212,921



GENERAL GOVERNMENT MATTERS

ARTICLE 1: To direct those qualified to vote in the Annual Town Election to meet in their respective voting precinct at **Town Hall, 183 Main Street Groveland, MA on Monday, May 5, 2025, between the hours of 7:00 A.M. and 8:00 P.M.** to elect the following Town Officers and vote on the following Officers:

Position	Term	Available Positions
Board of Assessors	3 Years	1
Board of Assessors	1 Year	1
Select Board	3 Years	1
Board of Health	3 Years	1
Board of Library Trustees	3 Years	3
Cemetery Commission	3 Years	1
Electric Light Commission	3 Years	1
Housing Authority	3 Years	1
Moderator	1 Year	1
School Committee	3 Years	1
Town Clerk	3 Years	1
Water & Sewer Commission	3 Years	1

ARTICLE 2: To see if the Town will vote to accept G.L. c. 59, § 5 clauses 22I and 22J as added by Section 23 of Chapter 178 of the Acts of 2024 (An Act Honoring, Empowering, and Recognizing our Servicemembers and Veterans), or take any action relative thereto.

Article submitted by the Veterans Agent

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *By accepting this amendment, the Town will be creating two avenues for increasing property tax exemptions for veterans. The first would create a mechanism for the Town to double the current exemption for veterans. The second ties the annual property tax abatement amount to inflation, allowing exempted property tax amounts to increase with inflation.*

ARTICLE 3: To see if the Town will vote to accept as a public way “Billis Way” as it has been laid out by the Select Board in the manner depicted on the plan entitled “Plan of Land in Groveland, MA - Street Acceptance Plan Showing Right of Way of Billis Way”, dated February 28, 2024, by Millennium Engineering, Inc., and to authorize the Select Board to acquire, by gift, purchase, or eminent domain, such interests in land as are necessary to provide for the use and

maintenance of said way for all purposes for which public ways are used in the Town of Groveland, or take any action relative thereto.

Article submitted by the Planning Board

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

PLANNING BOARD RECOMMENDS: Favorable Action

ARTICLE 4: To see if the Town would vote to authorize the Select Board to purchase, accept as a gift or otherwise acquire a fee interest (or lesser interest), in the land with any improvements thereon located in Groveland, Essex County, Massachusetts being shown as Parcel A and B on a certain plan titled, “Billis Way, a Subdivision in Groveland, Mass., Definitive Subdivision Plan”, dated March 17, 2017, prepared by WGH Land Survey & Design, recorded with the Essex County Registry of Deeds as Plan Book 466, Page 23, or to take any action relative thereto.

Article submitted by the Planning Board

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

PLANNING BOARD RECOMMENDS: Favorable Action

ARTICLE 5: To see if the Town will vote to authorize the Select Board to purchase, accept as a gift or otherwise acquire a fee interest (or lesser interest), the drainage easements on, Lot 4 and Lot 5 of Billis Way, as shown on a plan entitled “Billis Way, a Subdivision in Groveland, Mass., Definitive Subdivision Plan”, dated March 17, 2017, prepared by WGH Land Survey & Design, recorded with the Essex County Registry of Deeds as Plan Book 466, Page 23, the acquisition of said land having been determined to be necessary for the health and welfare of the inhabitants of Groveland and to be maintained as drainage easements for the roadway, and enter into all agreements and execute any and all documents or instruments necessary to effectuate the purposes of this article; or take any action relative thereto.

Article submitted by the Planning Board

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

PLANNING BOARD RECOMMENDS: Favorable Action

ARTICLE 6: To see if the Town will vote to accept as a public way “Katie Lane” as it has been laid out by the Select Board in the manner depicted on the plan entitled "Street Acceptance Plan of Katie Lane Located in Groveland Massachusetts”, dated March 31, 2025 by William G. Holt, and to authorize the Select Board to acquire, by gift, purchase, or eminent domain, such interests in land as are necessary to provide for the use and maintenance of said way for all purposes for which public ways are used in the Town of Groveland, or take any action relative thereto.

Article submitted by the Planning Board

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

PLANNING BOARD RECOMMENDS: Favorable Action

ARTICLE 7: To see if the Town would vote to authorize the Select Board to purchase, accept as a gift or otherwise acquire a fee interest (or lesser interest), in the land with any improvements thereon located in Groveland, Essex County, Massachusetts being shown as Lot A and E on a certain plan titled, “Definitive Subdivision Plan of Valley Farm”, dated September 8, 1992, by Engineer S&W LANDTECH, of Bradford, Mass., recorded with the Essex County Registry of Deeds as Plan Book 287, Page 61, or to take any action relative thereto.

Article submitted by the Town Administrator/Town Planner

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

ARTICLE 8: To see if the Town will vote to authorize the Select Board to convey, upon such terms and conditions as the Select Board may determine, the permanent easement in, on, over, across, under and along Main Street and the Town’s property as shown on the Assessor’s Map 24 Parcel 041, specifically, that area noted as Easement Area consisting of 1,390 square feet +/- as shown on a plan entitled Easement Plan drawn by Boston Gas d/b/a National Grid 170 Data Drive Waltham, MA 02451 dated March 20, 2023, and a copy of which has been placed on file with the Town Clerk, the disposal of said land having been determined to be necessary for the health and welfare of the inhabitants of Groveland and to be used by Boston Gas Company d/b/a National Grid for the installation and operation of a pressure release valve building, and enter into all agreements and execute any and all documents or instruments necessary to effectuate the purposes of this article; or take any action relative thereto.

Article submitted by the Select Board

(Requires a 2/3rd Majority)

SELECT BOARD RECOMMENDS: Favorable Action

Summary: *This article would allow the Town to convey the easement associated with the installation of a gas pipeline and pressure release valve building at the property located along Main Street as shown on the Assessor’s Map 24 Parcel 041.*

ARTICLE 9: To determine if the Town will vote to accept a deed in lieu of foreclosure from Woodard & Curran, Inc. or the then current owner(s), pursuant to M.G.L. Chapter 60, Section 77C for the following parcel of land:

<u>Street Address</u>	<u>Approximate Size</u>	<u>Assessors Map and Parcel Reference</u>
196 King Street	0.689 Acres	Map 42, Parcel 046

Which parcel is subject to a tax taking held by the Treasurer, said parcel to be under the care, custody, control and management of the Select Board for general municipal purposes, and to authorize the Select Board to record the deed, provided the Select Board determines that the deed and the acceptance shall comply with the provisions of M.G.L. Chapter 60, Section 77C; or take any action relative thereto.

Article submitted by the Treasurer/Collector & Town Administrator

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

Summary: *This property at 196 King Street is a viable building lot and the Town has the intention of selling the property.*

GENERAL BYLAW

ARTICLE 10: To see if the Town will vote to amend Article IV, of the Town of Groveland General Bylaws as follows (**bold new, cross-out removed**):

§ 111-11 Statutory Authority. In accordance with M.G.L. c. 40, § 8B: "A city by ordinance or a town by by-law may establish a Council on aging for the purpose of coordinating or carrying out programs designed to meet the problems of the aging in coordination with programs of the department of elder affairs. The Council shall submit an annual report to the city or town and shall send a copy thereof to the department of elder affairs. Said department shall from time to time review and evaluate such reports and make recommendations as to any required or needed changes in said local programs. The Council may appoint such clerks and other employees as it may require. The names, addresses, telephone numbers, or other identifying information about elderly persons in the possession of the Council shall not be public records, but the use of these records shall comply with sections 14 to 24, inclusive, of chapter 19A as a condition of receiving a government contract, program grant or other benefit, or as otherwise required by law."

§ 111-12. Name.

The name of the organization shall be the "Groveland Council on Aging," hereinafter referred to as "the Council," as established by Town Meeting of the Town of Groveland in the Commonwealth of Massachusetts.

§ 111-13. Purpose; powers and duties.

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.

- A. The Council shall carry out the programs designed to meet the problems of older adults in coordination with programs of the Boards on Aging established under M.G.L. c. 40, § 8B.
- B. The Council shall identify the total needs of the older population of the community.
- C. The Council shall inform the members of the community of the needs of its older population and enlist support, cooperation and participation of the townspeople concerning these needs.
- D. The Council shall design, promote and support programs and services to fill the needs of the older population in the community.
- E. The Council shall be aware of all state and federal legislation concerning funding, information exchange, and program planning which exists for the better community programming for the older population.

§ 111-14. Council on Aging Board. Purpose; powers and duties.

The Board shall support and oversee the mission ~~staff, programs, and financial planning and the~~ **Director** of the Council on Aging. **In the absence of the Director, the Board oversees the Assistant Director.**

Membership.

- A. The Board shall consist of seven members, of which at least 51% shall be over 60 years of age.
- B. Members shall be nominated by a majority vote of the existing members of the Board, and nominations shall be sent to the **Select Board** ~~of Selectmen~~ for appointment. Vacancies in unexpired terms shall be filled in the same manner.
- C. Board members shall be appointed for a term of three years, except members appointed to fill a vacancy in an unexpired term. These appointees to fill a vacancy in an unexpired term shall serve initially only for the duration of the unexpired term.
- ~~D. Except as provided in Subsection E, members may serve no more than two consecutive terms. Appointment to a vacancy in an unexpired term does not constitute a full term for the purpose of this section and subsection.~~
- ~~E. Upon unanimous recommendation of the Nominating Committee and subsequent unanimous vote of the Board membership in attendance, a retiring member shall be eligible for appointment to one additional term of three years.~~
- ~~F. After a lapse of one year, ex-members may be eligible for reappointment.~~
- ~~G. D.~~ Board members wishing to be reappointed must make their intentions known by so stating in writing to the Chairperson of the Board.
- ~~H. E.~~ All voting rights shall be vested in the members and each individual present shall be entitled to one vote with respect to any question or matter which may come before the Board.
- ~~I. F.~~ If a member should miss three consecutive meetings without just cause, resignation shall ~~may~~ be requested.
- ~~J. The Board may set up an associate membership list of interested residents who may attend meetings but may not vote. Upon approval by the Board, associate members may sit in committees and may form a pool from which prospective full members may be chosen.~~

§ 111-15. Officers.

- A. Number, qualification, election and term of office.
 - 1) The officers of the Board shall consist of a Chairperson, Vice-Chairperson, Secretary, and Treasurer, and may include such number of assistants as the Board may from time to time deem advisable.
 - 2) Each of such principal officers shall be elected annually from the membership at the regular annual meeting of the Board in the month of June.
 - 3) New terms of office take effect at the first meeting of the Board in the month of July, with the start of the fiscal year.
 - 4) **[MOVED to 111.18 B.1]**
 - 5) **[MOVED to 111.18 B.2]**

- 6) 4) Election of officers to fill vacancies created by death, resignation or other cause may take place at any regular or special meeting and shall be for the unexpired term of the previous incumbent, except that the office of Chairperson, if vacated, shall first be filled by the Vice-Chairperson followed by the Secretary, and then the Treasurer, for the unexpired portion of the Chairperson's term of office.
- 5) After serving two consecutive terms of one year, the Chairperson shall be ineligible to hold that office for the next two years. However, said Chairperson shall be eligible to hold another office.
- B. Chairperson. The Chairperson shall be the chief executive officer of the Board, subject to the direction of members of the Board, and shall have charge of the business affairs of the Board in its general operations, including correspondence. The Chairperson shall preside at all meetings of the Board, shall appoint all committees and shall be an ex officio member of all committees.
- C. Vice-Chairperson. During the absence of the Chairperson, the Vice- Chairperson shall exercise all the functions of the Chairperson, and when so acting, shall have all the powers of, and be subject to all the restrictions upon, the Chairperson.
- D. Secretary. The Secretary shall:
 - 1) Record all the proceedings of the meetings of the Board;
 - 2) Cause all notices to be duly given in accordance with the provisions of the bylaws and which may be required by statute; and
 - 3) In general perform all duties pertaining to the office.
- E. Treasurer. The Treasurer shall:
 - 1) ~~The Treasurer and/or Chairperson of Board must approve and sign all vouchers for payment. In the Treasurer's absence, the Board Chairperson may approve and sign payment vouchers.~~ **Approve and sign all vouchers for payment following the approval of the Director.**
 - 2) Serve as Chair of the Finance sub-committee.

§ 111-16. Meetings.

- A. Regular meetings. Regular meetings of the Board shall be posted with the Town Clerk at least two workdays in advance and shall be held each month.
- B. Special meetings. Special meetings of the Board may be called by the Chairperson or upon the written request of three members. All members shall be notified of special meetings.
- C. Annual meeting. The annual meeting of the Board shall be held during the month of June. Notice of the annual meeting, stating the purpose for which the meeting is called, and the time and place where it is to be held, shall be given to each voting member not less than seven days before the meeting.
- D. Quorum. At all meetings of the Board, the presence of a majority of the voting membership shall be necessary and sufficient to constitute a quorum for the transaction of any business.

§ 111-17. Staff.

- A. The Board **shall appoint, subject to the Town Administrator's approval, a Director of the Council on Aging.** ~~shall have the power and authority to employ any professional or administrative assistance it may require to discharge its duties.~~
- B. No member of the Board, other than the Chairperson, shall make requests of the staff or assign duties.
- C. The Council on Aging Director, **subject to the approval of the Town Administrator, will have the authority to appoint all Council on Aging staff aside from the Director. All such appointments shall be made in a manner consistent with the Town's current hiring practices.** ~~has the authority to screen and interview applicants for any Staff positions that the Director supervises.~~
- D. **Upon the recommendation of the Director of the Council on Aging, The Council on Aging Director the Town Administrator has the authority to terminate any staff position that the Director supervises, in accordance with the Town's Personnel Procedures Manual.** ~~Appropriate information about the termination is will be communicated to the Board's Personnel Committee. Board. The Director acts In accordance with the approved Town Personnel Policies and Procedures.~~
- E. ~~In the absence of a Director, the Board oversees the Assistant Director~~

§ 111-18. Committees.

- A. The Chairperson shall appoint the following standing committees: (1) Nominating; (2) Personnel; and (3) Finance. The Board Chairperson may also make replacements to the members as the Chairperson deems advisable and necessary.
 - 1) Nominating Committee

~~The Nominating Committee of three persons, with one designated as Chairperson, shall be appointed and confirmed by the Board as a whole each April for the purpose of nominating candidates for the principal officers of the Board. The Chairperson of the Committee shall assure that any member of the Board seeking an office shall have their name submitted in due course with proper notice for ballot by Board. Should there be more than one applicant for a stated position, election for that position shall be by secret ballot. The Chairperson of the Nominating Committee shall present the Committee's report at the May meeting and shall have ballots available for the election at the annual June meeting.~~
 - 2) Personnel Committee

~~The Personnel Committee consults with and supports the Council on Aging Director in personnel matters. The Personnel Committee is responsible for preparing the Director's performance evaluation in accordance with the approved Town Personnel Policies and Procedures.~~
 - 3) Finance Committee

~~The Finance Committee consults with and supports the Council on Aging Director in financial matters. The Finance Committee attends pertinent Town Finance Board meetings as requested by the Director of the Council on Aging.~~

- B. The Board Chairperson may create AD HOC committees as needed. AD HOC committee chairpersons must be Board members. The AD HOC chairperson shall form the committee which may include non- Board members.**

§ 111-19. Amendments to bylaws.

The Board shall have the power to suggest amendments to the bylaws in the following manner: Any proposed amendment or alteration of the bylaws must be approved by affirmative vote of 2/3 of the members of the Board at two consecutive regular meetings. Proposed amendments or alterations may be considered at a special meeting of the Board called for such purpose, preceded by not less than 14 days' notice of the proposed action. In either case, notice shall be accompanied by the full text and purpose of the proposed amendment or alteration. The Council on Aging Board's amendments to the bylaw must be submitted to Town government for review, approval and inclusion on the Town Meeting warrant.

§ 111-20. Effective date.

The effective date of these bylaws shall be the date of that meeting at which the bylaws have been approved by an affirmative vote of not less than 2/3 of members. The date on which this approval is voted is June 6, 1988.

or take any action relative thereto.

Article submitted by the Council on Aging

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *This article is being presented by the Council on Aging Board to clarify COA Board and Staff roles and to update definitions and language.*

ARTICLE 11: To see if the Town will vote to amend the General Bylaws by adding a new Article VII in Chapter 137 entitled "Town Administrator," as follows:

Article VII, Town Administrator.

§137-13. Authority

Massachusetts General laws Chapter 41, Section 23A allows the Select Board to appoint a Town Administrator for a term of one or three years. Under the statutory provisions, the Town Administrator acts by and for the Select Board.

Collectively, the Select Board is the chief executive officer of the Town of Groveland. It is charged by state statute, regulation, and the town bylaws with the responsibility for the orderly and efficient operation of town government, and the safety and wellbeing of its citizens. The Select Board is the policy maker for the town. It sets policies and goals for successful future government administration.

The Town Administrator shall be the chief administrative officer of the Town and shall act as the agent for the Select Board, they have the daily responsibility for the operation of town government, and oversight of the employees, special employees, boards, committees, commissions and departments appointed by the Select Board.

The Town Administrator duties and responsibilities are set out in the statutes and regulations of the Commonwealth of Massachusetts, the terms of this bylaw, and the provisions of the other town bylaws where applicable.

§ 137-14 Appointment

A. The Select Board shall appoint, and may re-appoint, and enter into a contract for the employment of a Town Administrator for a term not to exceed what is allowed by statute, who shall be a person with executive and administrative qualifications and especially fitted by education, training and experience to perform the duties of the office; provided, that the town may from time to time, by bylaw, establish such additional qualifications as it deems necessary and appropriate. The person shall not have served in an elective office in or for the town of Groveland for the appropriate cool off period required by the Commonwealth's Conflict of Interest Law, prior to their appointment. The person shall devote full time to the office and shall not hold any other public office, elective or appointive, nor shall they engage in any other business, occupation, or profession during the term of office, unless such action is approved in advance, in writing by the Select Board. The Select Board may enter into a formal contract with the Town Administrator consistent with the provisions of this bylaw which shall take precedence over any personnel by-laws. The Town Administrator shall be a citizen of the United States of America and need not be a resident of the town of Groveland.

B. The Select Board shall set the compensation for the Town Administrator, not to exceed the amount appropriated by Town Meeting.

C. The Select Board shall appoint a search committee of at least five members, not to include any member of the Select Board, for the purpose of recommending candidates for the position of Town Administrator. This search committee shall be composed of three (3) Community representatives (residents, business owners, civic leaders) and two (2) Department heads (e.g., finance, public works)

D. No one member of the Select Board, unless authorized by a majority vote of the Board, may direct the Town Administrator in the performance of any of the powers and duties set forth below.

§ 137-15: Powers and Duties

A. The Town Administrator shall be the chief administrative officer of the town and shall be responsible for administering and coordinating all employees, activities, and departments placed

by the General Laws, statutes, regulations, this bylaw or any other town bylaw under the control of the Select Board.

B. The Town Administrator is responsible for consulting with the Town Accountant and the Town's independent auditors to ensure the Town has a properly updated and maintained Financial Policies Manual. The manual shall contain a system of controls directed at preventing fraud and/or embezzlement by either a Town employee or a town contractor. The Financial Policies Manual may be amended by the Town Administrator with the consent of the Select Board.

C. The Town Administrator shall review and approve all Town warrants authorized by the Town Accountant for payment.

D. The Town Administrator shall be the Chief Procurement Officer of the Town with the responsibility for purchasing all supplies and services for all departments except those of the School Departments and Light Department. They shall be responsible for all Town department budgets, with the exception of the Light Department, and coordinating the Town budget with the School Department budget.

E. The Town Administrator is responsible for assembling, preparing, and presenting a balanced annual operating budget and a capital improvement budget, which shall include the annual revision of the Capital Improvement Plan to the Select Board.

F. The Town Administrator is responsible for seeing that the budget is administered and expended as adopted by Town Meeting and in accordance with the General Laws, the Town's Financial Policies Manual, and the Town's General Bylaws.

G. The Town Administrator is responsible for distributing the warrant and Finance Committee report for all Town Meetings.

H. The Town Administrator shall serve as personnel director for the Town, with responsibility for the administration of the Town's personnel system in accordance with the provisions of the Town's Personnel Bylaw and the Personnel Procedures Manual.

I. The Town Administrator shall conduct annual evaluations of all department heads who are subject to the provisions of the Personnel Procedures Manual and not otherwise excepted from evaluation by statute.

J. The Town Administrator shall, with the approval of the Select Board, negotiate all collective bargaining agreements and individual employment contracts to which the Town is a party, except for the School Department and the Light Department.

K. The Town Administrator is responsible for administering and enforcing collective bargaining agreements, individual employment contract, personnel rules, regulations, and bylaws adopted by the Town.

L. The Town Administrator may inquire at any time into the conduct of any Town officer, employee, special employee, independent contractor, department, board, commission, or agency with regard to any matters affecting the Town's business interests and shall have open and free access to all documents and records from any source, electronic or otherwise, that are relevant to said inquiry and not otherwise privileged.

M. The Town Administrator is responsible for periodically reviewing the Town's personnel bylaw and procedures to keep them current and consistent with best practices. Such policies and procedures include, without limitation, methods of determining the merit and qualifications of candidates for appointment and promotion; policies and procedures regulating reduction in force and removal of employees; hours of work and wages, attendance regulations, and provisions for sick, vacation, military, and other leave.

N. The Town Administrator may implement policies and procedures relating to provisional appointments in service training programs, grievance procedure rules, rules relating to employee organizations, and other practices and procedures necessary to the efficient operation of a personnel system. Unless otherwise agreed, the Town Administrator's personnel responsibilities do not extend to the Police, Fire, Light Departments, or the School Department.

O. The Town Administrator shall have the power to appoint any employee, department head, or supervisor based solely on merit and qualifications within the limitations outlined by state statutes. The power to appoint can be revoked by a vote of 4 out of 5 Select Board members.

P. The Town Administrator shall act as the hearing officer to adjudicate "step two" grievances under the town's Personnel Procedures Manual with regard to any grievance brought by a town employee unless the power to act as the hearing officer is revoked by a vote of 4 out of 5 Select Board members, or that appointment constitutes a conflict of interest for the Town Administrator. In such instances, the Select Board will remain as the "step two" grievance hearing panel. The Town Administrator as designated hearing officer shall within the timelines outlined in the Manual investigate the allegations in the complaint; meet with the employee; attempt to satisfactorily resolve the complaint; and in the absence of a satisfactory resolution of the complaint render, within 10 days of the presentation of the grievance, a written decision with a statement of reasons for disposing of the complaint. Any employee dissatisfied with the Administrator's decision may within seven (7) days after receipt of the decision appeal to the Select Board, who within seven (7) days of receipt of the appeal, may, with or without a hearing, affirm, modify, or reverse the decision of the Town Administrator.

Q. The Town Administrator, where allowed by state statutes, may, when circumstances warrant such action, immediately suspend any employee, supervisor, or department head with or without pay as outlined in the Personnel Procedures Manual. The employee is entitled to grieve the temporary suspension as outlined in the Manual.

R. The Town Administrator shall have the power to dismiss any employee, department head or supervisor in conformance with the procedures outlined in the Personnel Procedures Manual

within the limitations outlined by state statutes and unless the power to dismiss is revoked by a vote of 4 out of 5 Select Board members.

- a) If, after this bylaw is enacted and approved by the Attorney General, any subsequent amendment of the Personnel Procedures Manual dealing with “discipline” and “grievances” of employee’s conflicts with the terms of this subsection, then the terms of the Personnel Procedures Manual shall thereafter control.
- b) Any of the time limits set forth in subsection 15 above may be extended by the Select Board for an additional period not to exceed seven (7) days. Any additional extensions may occur only upon the agreement of both parties in writing.

S. The Town Administrator may with the approval of the Select Board, establish, reorganize, consolidate or abolish any department or position placed by this bylaw under their supervision and control, except as otherwise provided by General Laws of the Commonwealth or the provisions of another town bylaw. The creation of any new full-time compensated position shall require the approval of the affirmative vote of four (4) members of the Select Board.

§ 137-16 Evaluation

A. The Select Board shall evaluate annually the performance of the Town Administrator, based on mutually established predetermined goals, standards or criteria for performance and the evaluation shall, at least in summary form, be a public record.

B. A copy of the evaluation shall be provided to the Town Administrator.

§ 137-17 Removal

A. The Select Board, by a vote of at least four (4) members, may remove the Town Administrator for cause by adopting a resolution to that effect stating the reasons for the removal. The vote initiating removal shall be taken at a regularly scheduled Select Board meeting in accordance with the Commonwealth’s Open Meeting Law.

B. The adoption of said resolution shall serve to suspend the Town Administrator for a period of not more than forty-five (45) days, during which time their salary shall continue to be paid. A copy of such resolution shall be delivered forthwith to the Town Administrator in person or sent by certified mail return receipt requested to their place of residence.

C. Removal shall take place only upon seven (7) days prior written notice, and after a hearing at which the Town Administrator shall have the right to be represented by counsel, in accordance with the terms of the Town Administrator’s contract and in accordance with the Commonwealth’s Open Meeting Law.

D. Town Counsel shall preside at such hearing.

E. At any such hearing, the reasons for the removal shall first be read aloud.

F. Final removal of the Town Administrator shall be by an affirmative vote of at least four (4) members of the Select Board at a public meeting of the Board.

G. The Town Administrator shall provide the Select Board with at least 45 days' notice of an intended resignation; provided, however, that the Select Board may, at its discretion, shorten or waive such requirement.

H. Temporary Suspensions: The Select Board, where allowed by state statutes, may when circumstances warrant such action, immediately suspend the Town Administrator with or without pay as outlined in the Personnel Procedures Manual. The Town Administrator is entitled to grieve the temporary suspension as outlined in the Manual.

§ 137-18: Filling Vacancy

When a vacancy arises in the office of the Town Administrator, the Select Board shall advertise the vacancy as soon as possible. The Board shall fill the vacancy as soon as possible.

§ 137-19: Acting Town Administrator

The Select Board shall designate, within ten (10) days, or as soon as practicable, a Town employee or other person to exercise the rights and perform the duties of Town Administrator during any vacancy caused by the temporary absence or suspension, or removal, resignation, or death of the Town Administrator. The appointment shall be for a period not to exceed ninety (90) days, and it may be renewed, in the case of suspension, removal, resignation, or death for an additional period not to exceed 90 days.

§ 137-20: Conflict with Other Bylaws

If any other Town bylaw or terms of any procedures manual not established by special acts legislation conflicts with the provisions of this bylaw, the terms and provisions of this bylaw shall control.

§ 137-21: Severability

If any provision of this bylaw is deemed unconstitutional or unlawful by a court of competent jurisdiction then all other sections of the bylaw shall remain in full force and effect.

Or take any action relative thereto.

Article submitted by the Select Board

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *The Town has adopted the statute to appoint a Town Administrator under M.G.L. Chapter 41, Section 23A but has not yet adopted a bylaw regulating the role. This bylaw now provides a clear distinction of duties and expectations for the position, ensuring clarity and consistency in the responsibilities of the Town Administrator.*

ARTICLE 12: To see if the Town will vote to amend the Town's Bylaw to add to Article VI, Chapter 340, Removal of Snow and Ice, by adding the following:

§ 340-25 Removal of Snow from Sidewalks: In accordance with Massachusetts General Law Chapter 85, Section 5, the responsibility for snow and ice removal on sidewalks shall fall upon the tenant or occupant of any building or lot bordering a street, lane, court, square, or public place within the Town. If there is no tenant or occupant, this responsibility shall rest with the owner or any person responsible for the property's care. All snow must be removed, and ice must be treated within 24 hours after snowfall ends. This requirement applies to snow and ice falling from buildings as well as from natural precipitation.

And renumber the existing §340-25 Enforcement to be §340-26 Enforcement.

Or take any action relative thereto.

Article submitted by the Highway Department

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

Summary: *The Town's Highway Department has limited resources to clear snow from every sidewalk. This bylaw aims to ensure that sidewalks remain accessible while allowing Highway crews to prioritize keeping streets safe.*

ARTICLE 13: To see if the Town will vote to amend the Town's Bylaw by amending Article II Chapter 340, Use and Obstruction of Public Ways, by adding the following:

§340-10.1 Disposal of Debris on Public Sidewalks Prohibited: No person, except an officer or employee of the Town shall place or throw or cause to be placed or thrown on to any public sidewalk, street, fire hydrant, or highway any snow, dirt, leaves, gravel or foreign substance or material.

§340-10.2 Natural Growth on Public Sidewalks Prohibited: Any planted or naturally occurring brush, trees, or vegetation on private property that encroaches upon the Town's right-of-way and obstructs roads, sidewalks, or trails is prohibited. It is the property owner's responsibility to remove such obstructions. If the owner fails to do so, the Town may remove them at the owner's expense. Additionally, all brush, trees, vegetation, or structures (including but not limited to fences and sheds) on private property must not obstruct sightlines for motorists or pedestrians.

§340-10.3 Enforcement: The Town of Groveland may elect to utilize the noncriminal disposition procedure set forth in G.L. Ch. 40, §21D for any violation of the Use and Obstruction of Public Ways bylaw. The Highway Superintendent or their appointee shall be responsible for enforcement of this §340-10.1 through §340-10.2. Violations of this section shall be punishable by a fine of \$25.00 per day if the material is not removed, every day being a separate offense.

Or take any action relative thereto.

Article submitted by the Highway Department

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

Summary: *This bylaw is necessary to ensure public safety, maintain clear roadways and sidewalks, and protect essential infrastructure like fire hydrants. Unregulated dumping of snow, dirt, leaves, or other materials can create hazardous conditions for pedestrians and drivers, obstruct emergency services, and contribute to drainage issues.*

ARTICLE 14: To see if the Town will vote to amend the Town of Groveland General Bylaws by amending Article II, Chapter 340 as follows:

§340-10.4 Prohibiting Discharge of Water on Public Property

No person, homeowner, business owner or corporate entity shall discharge or pump any water, ground water or runoff onto a public roadway, sidewalk or town owned land within the limits of the Town unless permission is obtained from the Highway Department.

No person, homeowner, business owner or corporate entity, at any time, shall directly connect any discharge pipes from their property into the town's drainage systems pipes, manholes, catch basins, waterways or into a culvert structure unless permission is obtained from the Highway Department.

§340-10.5 Fines and Enforcement

The Town of Groveland may elect to utilize the noncriminal disposition procedure set forth in G.L. Ch. 40, §21D for any violation of the illicit discharge bylaw. The Highway Department Superintendent or their appointee shall be responsible for enforcement of this §340-10.4. The penalty for each violation shall be \$300.00. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

Or take any action relative thereto.

Article submitted by the Highway Department

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

Summary: *This warrant article aims to prevent hazardous ice conditions and protect town infrastructure by regulating water discharge onto public roads and drainage systems. It ensures proper water management and enforces compliance through fines.*

ARTICLE 15: To see if the Town will vote to amend the Town of Groveland Bylaws Chapter 340 Section 8, and omit the existing bylaw and replace it as follows:

§340-8 Driveways

A. Permit Required

No person shall make or construct or reconstruct or modify a driveway or other means of access or exit for motor vehicles onto a public roadway or across a sidewalk, unless a permit is issued and approved by the Highway Department. The contractor that performs the work will need to apply for a Street Opening Permit and submit a detailed drawing of the proposed new or modified driveway.

B. Design Requirements

1. A residential driveway apron shall not exceed 24 feet in width. (Multiple openings can be combined to equal 24 feet)
2. Residential driveways will consist of a driveway configured at an angle 90° to the first 20 feet of the property line.
3. Circular driveways are allowed, with a minimum frontage of 100 feet. Each apron may not exceed 12 feet or combined to equal 24 feet.
4. Driveways are to be set back 50 feet or more from a street corner, measured between the nearest edge of the driveway and the cross-road's edge of pavement.
5. The grade of a driveway may not exceed 10% for a distance of at least 20 feet from the property line into the lot and not more than 30% at any point.
6. New or modified driveways shall not increase the amount of runoff that drains to the roadway and shall be graded so that runoff does not drain to the roadway, if there is no other option there must be a drain installed on the property to capture any runoff before it enters the roadway.
7. Driveways shall not be constructed in any manner which inhibits the existing drainage system of the Town way. Drainage shall include country-style drainage solutions, such as swales, detention areas, or permeable pavers, to mitigate the volume of runoff. Driveway openings shall not be located at catch basins or curb inlets.
8. The elevation of the driveway at the property line shall be a minimum of three (3) inches higher than the elevation of the centerline of the Town right of way.
9. Any access to a public way or across any sidewalk shall conform to the typical cross-section of driveway apron which will be graded and constructed to be ADA compliant.
10. At locations where sidewalks and curbing exist, curb corners of like material shall be installed with a minimum 2-foot radius.
11. New or modified driveways constructed within 25 feet of any resource area described in the Town of Groveland's Wetland Bylaw Article 1 § 30-1.2 Jurisdiction (except for 100-foot buffer areas) will require the approval of the Conservation Commission.
12. Commercial driveways and parking lot entrances design requirements are included within the Town of Groveland's Zoning Bylaw Chapter 50 Article IX § 50-9.3 Off Street Parking and Parking Facilities.

C. Applications: All permit applicants for proposed residential driveways or modifications to existing driveways must submit a detailed drawing that shall include all pertinent trees, hydrants, utility poles, catch basins, manholes, water gates, wetland areas etc., as well as the existing and proposed driveway dimensions, grades and property lines in sufficient detail to ensure compliance with the above requirements.

D. Application for Relief: A property owner or applicant may request relief from any of the provisions of this bylaw, in whole or in part, by submitting a written request to the Town Administrator. The request must include:

1. A detailed explanation of the specific provision(s) from which relief is being sought.
2. A statement of the reasons why compliance with the provision(s) would be unreasonable, impractical, or otherwise infeasible.
3. Any proposed alternatives that meet the intent of the bylaw to the greatest extent possible.
4. Supporting documentation, including plans, studies, or reports as necessary to justify the request.

E. Review of Request: The Town Administrator or their designee will review the request for relief. The Administrator may consult with other relevant Town departments or boards, including the Planning Board, Zoning Board of Appeals, Conservation Commission, or Highway Department, depending on the nature of the request.

F. Criteria for Relief: Relief may be granted only if the applicant demonstrates that:

1. Compliance with the bylaw would cause undue hardship due to site-specific conditions, such as topography, existing infrastructure, or environmental constraints.
2. The requested relief will not result in adverse impacts to public safety, welfare, or the environment.
3. The intent and purpose of the bylaw will still be substantially met with the requested relief.
4. The requested relief will not create a detriment to the general public or surrounding properties.

G. Approval of Relief: If the Town Administrator finds that the request meets the criteria for relief, they may approve the request with conditions, modifications, or other stipulations

to ensure compliance with the overall goals of the bylaw. The Town Administrator may also require additional measures, such as mitigation of environmental impacts or additional safety features, as part of the relief granted.

Or take any action relative thereto.

Article submitted by the Highway Department

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

Summary: *This warrant article ensures safe and regulated driveway construction by requiring permits and adherence to design standards. It prevents drainage issues, protects town infrastructure, and maintains accessibility and safety for pedestrians and vehicles.*

ARTICLE 16: To see if the Town will vote to amend the Town of Groveland General Bylaws by amending Chapter 252, Garbage, Rubbish and Refuse, as follows:

§252-5 Trash Disposal for Property other than Single, Two or Three family properties:

All commercial establishments, nonprofit organizations, and multifamily residential properties consisting of four (4) or more dwelling units are required to arrange and maintain their own garbage, rubbish, refuse, and recycling collection services. The Town's hauling contractor will not pick up any trash or recycling left curbside at any of these type of properties during its weekly residential trash and recycling collections.

§252-6 Waste Disposal Standards: Property owners, management companies, or authorized representatives of these establishments are responsible for ensuring that adequate waste management services are in place to accommodate the volume and type of waste generated. This includes the proper segregation of recyclables from general waste, in compliance with local, state, and federal recycling regulations.

To maintain public health and community standards, all waste and recycling containers must:

1. Be appropriately sized to handle the waste volume generated.
2. Be kept in a clean and sanitary condition to prevent odors, pest infestations, and unsightly conditions.
3. Be stored in designated, secured areas that comply with local zoning and safety codes.
4. Be serviced on a regular schedule to prevent overflow and ensure timely removal of waste.

Property owners and management entities are encouraged to work with licensed and reputable waste management companies to establish appropriate service contracts.

§252-7 Enforcement:

The Town of Groveland may elect to utilize the noncriminal disposition procedure set forth in G.L. Ch. 40, §21D for any violation of the Trash Disposal for Property other than Single, Two or Three family property bylaw. The Highway Department Superintendent or their appointee shall

be responsible for enforcement of this §252-5 and §252-6. The penalty for each violation shall be \$300.00. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

Or take any action relative thereto.

Article submitted by the Select Board

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

Summary: This bylaw clarifies that commercial, nonprofit, and multifamily properties are responsible for managing their own waste and recycling, ensuring that taxpayers are not charged for these services.

ARTICLE 17: To see if the Town will vote to amend Chapter 111, Article 5, Community Preservation Committee, of the Town of Groveland General Bylaws as follows (**bold new, cross out removed**):

§ 111-21 Establishment; membership.

A. There is hereby established a Community Preservation Committee, consisting of nine voting members pursuant to M.G.L. c. 44B. The composition of the Committee, the appointment authority and the term of office for the Committee members shall be as follows:

- (1) One member of the **Select Board** ~~of Selectmen~~ as designated by the **Select Board** ~~of Selectmen~~ for a term of three years.
- (2) One member of the Finance **Board Committee** as designated by the Finance **Board Committee** for a term of three years.
- (3) One member of the Conservation Commission as designated by the Conservation Commission for a term of three years.
- (4) One member of the Planning Board as designated by the Planning Board for a term of three years.
- (5) 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.
- (6) 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.
- (7) 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.
- (8) Two members of the general public—who are neither town employees nor currently holding elected or appointed positions—shall be recommended by the Community Preservation Committee and appointed by the Select Board. One member shall serve an initial term of one year, and the other an initial term of two years.**
- ~~(8) One member of the Open Space and Trails Committee as designated by the Open Space and Trails Committee for an initial term of two years and thereafter for a term of three years.~~

~~(9) 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.~~

B. Each member of the Committee shall serve for the term as set forth above, or until the person no longer serves in the position or on the board or committee as set forth above, whichever is earlier.

C. Should any of the commissions, boards, councils or committees who have appointment authority under this section be no longer in existence for whatever reason, the appointment authority for that commission, board, council, or committee shall become the responsibility of the **Select Board of Selectmen**.

D. Any member of the Committee may be removed for cause by their respective **appointing** authority after a hearing.

§ 111-22 Duties.

A. The Community Preservation Committee shall study the needs, possibilities and resources of the Town regarding community preservation, including the consideration of regional projects for community preservation. The committee shall consult with existing municipal boards, including the Conservation Commission, the Historical Commission, the Planning Board, the Recreation Committee, the Housing Authority, ~~the Open Space and Trails Committee, and the Affordable Housing Task Force~~, or persons acting in those capacities or performing like duties, in conducting such studies. As part of its study, the Committee shall hold one or more public informational hearings on the needs, possibilities and resources of the Town regarding community preservation possibilities and resources. Notice of the meetings shall be posted publicly and published for each of two weeks preceding a hearing in a newspaper of general circulation in the Town.

B. The Community Preservation Committee ~~shall~~**may** make one or more recommendations at ~~the~~ Town Meeting for the acquisition, creation and preservation of open space; for the acquisition, preservation, rehabilitation and restoration of historic resources; for the acquisition, creation, preservation, rehabilitation and restoration of land for recreational use; for the acquisition, creation, preservation and support of community housing; for the acquisition, creation and preservation of land for natural resources and conservation purposes; and for the rehabilitation or restoration of open space and community housing that is required or created as provided in this section; provided, however, that funds expended pursuant to this article shall not be used for maintenance. With respect to community housing, the Community Preservation Committee shall recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.

C. The Community Preservation Committee may include a recommendation at Town Meeting to set aside for later spending funds for specific purposes that are consistent with community preservation but for which sufficient revenues are not then available in the Community

Preservation Fund to accomplish those specific purposes or to set aside for later spending funds for general purposes that are consistent with community preservation.

D. In every fiscal year, the Community Preservation Committee must recommend either that ~~the legislative body~~ **Town Meeting** spend, or set aside for later spending, not less than 10% of the annual revenues in the Community Preservation Fund consistent with the provisions in M.G.L. c. 44B.

§ 111-23 Conduct of meetings; cost estimates.

The Community Preservation Committee shall comply with the provisions of the Open Meeting Law, M.G.L. c. 30A, §§ 18 through 25. The Committee shall not meet or conduct business without the presence of a majority of the members of the Community Preservation Committee, which shall constitute a quorum. The Community Preservation Committee shall approve its actions by majority vote. Recommendations to ~~the~~ Town Meeting shall include the Committee's anticipated costs.

§ 111-24 Amendments.

This bylaw may be amended from time to time by a majority vote of the Town Meeting consistent with the provisions of M.G.L. c. 44B.

§ 111-25 Severability.

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

§ 111-26 When effective; initial appointments.

Following Town Meeting approval, this bylaw shall take effect immediately upon approval by the Attorney General of the Commonwealth, and after all requirements of M.G.L. c. 40, § 32 have been met. Each appointing authority shall have 30 days after approval by the Attorney General to make their initial appointments. Should any appointing authority fail to make their appointment within that allotted time, the current acting Chairman on each of the nine groups listed under § 111-21 will sit on the Community Preservation Committee until another representative is appointed.

or take any action relative thereto

Article submitted by the Community Preservation Committee

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

Summary: *This bylaw change updates the membership to align with the current committees/boards and adds two residential members.*

ZONING BYLAW

ARTICLE 18: To see if the Town will vote to amend the Town’s Zoning Bylaw as follows:
Substitute “Select Board” in place of (a) “Board of Selectmen” (and any variants as “BoS”, “BOS”, “Board of Selectman”) and (b) for “Selectmen” in context in which that term refers to the Select Board as a whole, acting as a board;

Substitute (a) “Select Board member” in place of “Selectman”, and (b) “Select Board members” in place of “Selectmen” in contexts in which that term refers to one or more (or all) Selectmen individually but not in the entire Select Board acting as the Board.

Or take any action relative thereto.

Article submitted by the Select Board

(Requires a 2/3rd Majority)

PLANNING BOARD RECOMMENDS: Favorable Action

SELECT BOARD RECOMMENDS: Favorable Action

Summary: This change was made in the General Bylaws at the 2024 Town Meeting, this will allow for the Zoning Bylaws to be consistent with the General Bylaws.

ARTICLE 19: To see if the Town will vote to delete the “Flood, Intermediate Regional” definition from Article II, of the Groveland Zoning Bylaw:

~~Flood, Intermediate Regional: A flood having an average frequency of occurrence in the order of once in 100 years although the flood may occur in any year; i.e., all the floodplain area has a 1% chance of being flooded each year while some portion of it may be flooded every year.~~

Or take any action relative thereto.

Article submitted by the Building Commissioner

(Requires a 2/3rd Majority)

PLANNING BOARD RECOMMENDS: Favorable Action

SELECT BOARD RECOMMENDS: Favorable Action

Summary: This term is no longer used in the Bylaw.

ARTICLE 20: To see if the Town will vote to approve an amendment to the Zoning Bylaws, Section 50.6.1, regarding Floodplain Overlay District, to include the following changes (**bold** new, ~~cross-out~~ removed):

A. Purpose and intent. The purposes of the Floodplain Overlay District are to:

- (1) Ensure public safety through reducing the threats to life and personal injury;
- (2) Eliminate new hazards to emergency response officials;

- (3) Prevent the occurrence of public emergencies resulting from water quality contamination and pollution due to flooding;
- (4) Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding;
- (5) Eliminate costs associated with the response and cleanup of flooding conditions;
- (6) Reduce damage to public and private property resulting from flooding waters.

B. Definitions. These definitions are unique to this section.

BASE FLOOD (BFE) — The elevation of the base flood, including wave height, relative to the National Geodetic Vertical Datum (NGVD), North American Vertical Datum (NAVD) or other datum specified on the Flood Insurance Rate Map (FIRM).

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

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) — The governmental agency that administers the National Flood Insurance Program and provides a nationwide flood hazard area mapping study program for communities as well as regulatory standards for development in the flood hazard areas.

~~**FLOOD BOUNDARY AND FLOODWAY MAP** — An official map of a community issued by FEMA that depicts, based on detailed analyses, the boundaries of the 100-year and 500-year floods and the 100-year floodway. (For maps done in 1987 and later, the floodway designation is included on the FIRM.)~~

~~**FLOOD HAZARD BOUNDARY MAP (FHBM)** — An official map of a community issued by the Federal Insurance Administrator, where the boundaries of the flood and related erosion areas having special hazards have been designated as Zone A or E. [US Code of Federal Regulations, Title 44, Part 59]~~

FLOOD INSURANCE RATE MAP (FIRM) — An official map of a community on which FEMA has delineated both the areas of special flood hazard and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY — An examination, evaluation, and determination of flood hazards, and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of flood-related hazards.

FLOODWAY — The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [780 CMR Base Code, Chapter 2, Section 202]

FUNCTIONALLY DEPENDENT USE — A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking

facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59]; also [Referenced Standard ASCE 24-14]

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

HISTORIC STRUCTURE — Any structure that is:

- (1) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- (2) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (3) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- (4) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - (a) By an approved state program as determined by the Secretary of the Interior; or
 - (b) Directly by the Secretary of the Interior in states without approved programs.

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

LOWEST FLOOR — The lowest floor of the lowest enclosed area (including basement or cellar). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of NFIP Regulations 60.3.

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

RECREATIONAL VEHICLE — A vehicle which is:

- (1) Built on a single chassis;
- (2) Four hundred square feet or less when measured at the largest horizontal projection;

- (3) Designed to be self-propelled or permanently towable by a light-duty truck; and
- (4) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

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

REGULATORY FLOODWAY — See "floodway."

SPECIAL FLOOD HAZARD AREA — The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, AH, V, VO, VE or V1-30. [780 CMR Base Code, Chapter 2, Section 202]

START OF CONSTRUCTION —

- (1) The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns.
- (2) Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual "start of construction" means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [780 CMR Base Code, Chapter 2, Section 202]

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

SUBSTANTIAL DAMAGE — Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred. [US Code of Federal Regulations, Title 44, Part 59]

SUBSTANTIAL IMPROVEMENT — Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure before the start of construction of the improvement. The term includes structures that have incurred substantial damage, regardless of the cause of damage and regardless of the cost of repair work actually performed. However, the term does not include:

- (1) Any project for improvement of a structure to correct existing violations of state

or local health, sanitary, or safety code specifications that have been identified by the local code enforcement official, and that are the minimum necessary to ensure safe living conditions; or

- (2) Any alteration of an historic structure, provided that the alteration will not preclude the structure's continued designation as an "historic structure." [US Code of Federal Regulations, Title 44, Part 59]

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

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

VIOLATION — The failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in § 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

ZONE A — An area of special flood hazard without water surface elevations determined.

ZONE A1-30 and ZONE AE — Area of special flood hazard with water surface elevations determined.

ZONE A99 — Area of special flood hazard where enough progress has been made on a protective system, such as dikes, dams, and levees, to consider it complete for insurance rating purposes. (Flood elevations may not be determined.)

ZONE AH — Areas of special flood hazards having shallow water depths and/or unpredictable flow paths between one and three feet, and with water surface elevations determined.

ZONE AO — Area of special flood hazards having shallow water depths and/or unpredictable flow paths between one and three feet. (Velocity flow may be evident; such flooding is characterized by ponding or sheet flow.)

ZONE V — Area of special flood hazards without water surface elevations determined, and with velocity, that is inundated by tidal floods (coastal high hazard area).

ZONE V1-30 and ZONE VE (for new and revised maps) — Area of special flood hazards, with water surface elevations determined and with velocity, that is inundated by tidal floods (coastal high hazard area).

ZONES B, C, AND X — Areas of minimal or moderate flood hazards or areas of future-

conditions flood hazard. (Zone X replaces Zones B and C on new and revised maps.)

- C. Abrogation and greater restriction. The floodplain management regulations found in this Floodplain Overlay District section shall take precedence over any less restrictive conflicting local laws, ordinances or codes.
- D. Disclaimer of liability. The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection.
- E. Severability. If any section, provision or portion of this bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.
- F. Designation of community floodplain administrator. The Town of Groveland hereby designates the position of Building Commissioner/Inspector of Buildings to be the official floodplain administrator for the Town.
- G. Subdivision proposals.
 - (1) All subdivision proposals and development proposals in the Floodplain Overlay District shall be reviewed to assure that:
 - (a) Such proposals minimize flood damage.
 - (b) Public utilities and facilities are located and constructed so as to minimize flood damage.
 - (c) Adequate drainage is provided.
 - (2) When proposing subdivisions or other developments greater than 50 lots or five acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.
- H. Permit required. The Town of Groveland requires a **Floodplain Development Permit made on forms furnished by the Inspectional Services Department** ~~special permit from the Planning Board~~ for all proposed construction or other development in the Floodplain Overlay District, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties. **The Flood Plain Development Permit must be accompanied by the following:**
 - (1) **A narrative that describes the extent to which any watercourse will be altered or relocated as a result of the proposed development. Note that no encroachments may be proposed within a designated floodway (see Section K Floodway Encroachment). In a riverine situation where alteration or relocation of a watercourse is proposed, the applicant shall notify by certified mail, return receipt requested, all adjacent communities, the NFIP State Coordinator for the MA Department of Conservation and Recreation and the NFIP Program Specialist for the Federal Emergency Management Agency Region 1. Proof of notification shall**

be submitted with the floodplain development permit application.

- (2) **Plans, drawn to scale, showing the nature, location, dimensions, and elevations of the area in question with detail of existing or proposed structures, fills, and drainage facilities shall be included with the floodplain development permit application. Specifically, the following information is required on the plan:**

- (a) **Certification by a registered professional engineer that any construction, improvements, or development meets the requirements of the rules and regulations stipulated in 44 CFR 60.3 (known as the Federal Emergency Management Agency's National Flood Insurance Program and known more specifically as Floodplain Management Criteria for Flood-Prone Areas). Copies of these regulations are available at the Municipal Inspections Department and City Engineer's office.**
- (b) **In Zone A, where flood base elevation data is not provided on the FIRM, the applicant shall obtain any existing base flood elevation data, and it shall be reviewed by a registered professional engineer for its reasonable utilization toward meeting the requirements of the Floodplain Overlay District ordinance.**
- (c) **Information as to the elevation in relation to base flood elevation of the lowest floor of all structures (including basements).**

- (3) **The proponent must acquire all necessary local, state and federal permits necessary to carry out the proposed development in the Floodplain Overlay District. A list of permits, required and obtained, shall be submitted to the ~~Planning Board and floodplain administrator.~~ Inspectional Services Department.**

- (4) **Prior to the issuance of the permit the Floodplain Administrator shall make the following findings relative to the issuance of a permit approval in the floodplain:**

- (a) **Such proposals shall not increase potential damage caused by flood;**
- (b) **All public utilities and facilities shall be located and constructed to minimize or eliminate flood damage;**

- I. ~~Application procedure. See § 50-14.6 of the Zoning Bylaw and Planning Board regulations for special permits for filing and other requirements. When feasible, the Planning Board and Conservation Commission may schedule a joint public hearing for applications submitted.~~
- I. ~~Floodplain Overlay District boundaries. The Floodplain Overlay District is herein established as an overlay district. The Floodplain Overlay District includes all special flood hazard areas designated on Groveland's Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program, dated July 3, 2012, and on the Flood Boundary and Floodway Map dated July 3, 2012. These maps indicate the one percent chance regulatory~~

~~floodplain. The exact boundaries of the Floodplain Overlay District shall be defined by the one percent chance base flood elevations shown on the FIRM and further defined by the Flood Insurance Study (FIS) report dated (July 3, 2012). The effective FIRM, FBFM, and FIS report are incorporated herein by reference and are on file with the Town Clerk, and the Building Official. The map panels of the Essex County FIRM that are wholly or partially within the Town of Groveland are panel numbers 25009C0092F, 25009C0093F, 25009C0094F, 25009C0113F, 25009C0114F, 25009C0231F, 25009C0232F, 25009C0233F and 25009C0251F, dated July 3, 2012.~~ **The Floodplain Overlay District is herein established as an overlay district. The District includes all special flood hazard areas within Groveland designated as Zone A or AE on the Essex County Flood Insurance Rate Map (FIRM) dated July 8, 2025 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the District shall be defined by the 1%-chance base flood elevations shown on the FIRM and further defined by the Essex County Flood Insurance Study (FIS) report dated July 8, 2025. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official and Conservation Commission.**

- J. Unnumbered A Zones. In A Zones, in the absence of FEMA BFE data and floodway data, the Inspectional Services Department will obtain, review and reasonably utilize base flood elevation and floodway data available from a federal, state, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.
- K. Floodway encroachment.
- ~~(1) In Zones A, A1-30, and AE, along watercourses that have not had a regulatory floodway designated, the best available federal, state, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.~~
- (1) In Zones A1-30 and AE, along watercourses that have a regulatory floodway designated on the Town's **Groveland's** most recent FIRM or Flood Boundary and Floodway Map, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge. **encroachments are prohibited, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.**
- L. Requirement to submit new technical data. If the Town acquires data that changes the

base flood elevation in the FEMA mapped special flood hazard areas, the Town will, within six months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s). Notification shall be submitted to:

~~(1) FEMA Region 1 Risk Analysis~~

~~Branch Chief 99 High St., 6th floor~~

~~Boston, MA 02110~~

~~And copy of notification to:~~

~~(2) Massachusetts NFIP State Coordinator~~

~~Massachusetts Department of Conservation and~~

~~Recreation 251 Causeway Street, 8th Floor~~

~~Boston, MA 02114-2104~~

(1) NFIP State Coordinator

Massachusetts Department of Conservation and Recreation

(2) NFIP Program Specialist

Federal Emergency Management Agency, Region I

M. Notification of watercourse alteration. In a riverine situation, the Building Inspector shall notify the following of any alteration or relocation of a watercourse:

(1) Adjacent communities.

(2) Bordering states, if affected.

(3) Massachusetts NFIP State Coordinator.

~~Massachusetts Department of Conservation and Recreation 251~~

~~Causeway Street, 8th Floor~~

~~Boston, MA 02114-2104~~

(4) NFIP Program Specialist

Federal Emergency Management Agency, Region I 99

High Street, 6th Floor

Boston, MA 02110

N. ~~AO and AH Zones drainage requirements. Within Zones AO and AH on the FIRM, adequate drainage paths must be provided around structures on slopes, to guide floodwaters around and away from proposed structures.~~

- N. Recreational vehicles. In ~~A1-30, AH, AE Zones, V1-30, VE, and V Zones,~~ **A and AE Zones** all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.
- O. Use regulations. All development in the Floodplain Overlay District, including structural and non-structural activities must be in compliance with M.G.L. c. 131, § 40, and with the following:
- (1) 780 CMR the Massachusetts State Building Code;
 - (2) Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);
 - (3) Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);
 - (4) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5);
- P. Permitted uses. All uses normally allowed in the underlying zone(s), provided that they comply with this bylaw, the Massachusetts State Building Code and the requirements of the NFIP, shall be permitted if the requirements of this bylaw are met.
- Q. Variances to building code floodplain data. The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files. The Town shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that:
- (1) The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage; and
 - (2) Such construction below the base flood level increases risks to life and property. Such notification shall be maintained with the record of all variance actions for the referenced development in the Floodplain Overlay District.
- R. Variances to local Zoning Bylaws related to community compliance with the National Flood Insurance Program (NFIP). A variance from these floodplain bylaws must meet the requirements set out by state law, and may only be granted if:
- (1) Good and sufficient cause and exceptional non-financial hardship exist;
 - (2) The variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and
 - (3) The variance is the minimum action necessary to afford relief.
- S. Planning Board findings. The Planning Board shall make the following findings relative

to special permit approval in the floodplain:

- (1) Such proposals shall not increase potential damage caused by flood;
- (2) All public utilities and facilities shall be located and constructed to minimize or eliminate flood damage;
- (3) Adequate drainage shall be provided to reduce exposure to flood hazards;
- (4) There is no volumetric loss of flood storage within the designated floodplain resulting in an increase in the BFE within the affected floodplain.

T. Enforcement. Enforcement shall be in compliance with § 50-14.2 of this bylaw and with Chapter 40A, Section 7.

Or take any action relative thereto.

Article submitted by the Building Commissioner

(Requires a 2/3rd Majority)

PLANNING BOARD RECOMMENDS: Favorable Action

SELECT BOARD RECOMMENDS: Favorable Action

Summary: *This change will allow for the Town to maintain compliance with the National Flood Insurance Program.*

ARTICLE 21: To see if the Town will vote to amend the Town's Zoning Bylaw Section 50-9.2(A) as follows to include the following changes (**bold** new, ~~cross-out~~ removed):

Evidence shall be submitted that parking is available within ~~500~~ **1,500** feet of the premises, which lot satisfies the requirements of this bylaw and has excess capacity during all or part of the day, which excess capacity shall be demonstrated by a competent parking survey conducted by a traffic engineer registered in the Commonwealth of Massachusetts.

Or take any action relative thereto.

Article submitted by the Zoning Board

(Requires a 2/3rd Majority)

PLANNING BOARD RECOMMENDS: Favorable Action

SELECT BOARD RECOMMENDS: Favorable Action

Summary: *There is a municipal lot in Elm Park which is excluded by the 500 feet that is required by this portion of the bylaw, by extending this range, businesses in Elm Park will be able to count the municipal lot in their parking calculations.*

ARTICLE 22: To see if the Town will vote to delete and replace the "Dwelling, Single-Family" definition from Article II, of the Groveland Zoning Bylaw (**bold** new, ~~cross-out~~ removed):

~~Dwelling, Single-Family: A detached structure consisting of one dwelling unit. Approved accessory apartments shall be considered as part of a single family dwelling for the purposes of this zoning bylaw.~~

Dwelling, Single-Family: A structure on a lot containing not more than one dwelling unit.

Or take any action relative thereto.

Article submitted by the Building Commissioner

(Requires a Simple Majority)

PLANNING BOARD RECOMMENDS: Favorable Action

SELECT BOARD RECOMMENDS: Favorable Action

Summary: The purpose of this change is to make the language consistent with the new M.G.L. Ch. 40A Regulations relating to Accessory Dwelling Units.

ARTICLE 23: To see if the Town will vote to amend its Zoning Bylaw to delete and replace Section 50-7.1. Accessory Apartments with Section 50-7.1. Accessory Dwelling Units (ADU) to read as follows:

50-7.1. Accessory Dwelling Units

A. Shall be permitted and constructed in compliance with M.G.L. 40A Sections 1 & 3.

B. Special Permit ADUs. The Groveland Zoning Board of Appeals may by Special Permit, as outlined in Article 14, Section 6, allow ADUs to:

1. Have an increase in gross floor area of up to 10% if the configuration of the structure makes strict compliance with this requirement difficult.

Or take any action relative thereto.

Article submitted by the Building Commissioner

(Requires a Simple Majority)

PLANNING BOARD RECOMMENDS: Favorable Action

SELECT BOARD RECOMMENDS: Favorable Action

Summary: The Affordable Homes Act amended Chapter 40A of the State Zoning Act to allow Accessory Dwelling Units as-of-right if they met the definitions in the Act. This change will amend our Zoning Bylaw to reflect the changes made at the state level.

ARTICLE 24: To see if the Town will vote to approve an amendment to the Zoning Bylaws, Section 50.7, regarding Battery Energy Storage Systems (BESS), to include the following changes (**bold** new, ~~cross out~~ removed):

A. Purpose

The purpose of this Section is to advance and protect the public health, safety, welfare, and quality of life by creating regulations for the installation and use of battery energy storage systems, with the following objectives:

1. To provide a regulatory scheme for the location, construction and operation of battery energy storage systems consistent with best practices and safety. ~~protocols.~~
2. To ensure compatible land uses in the vicinity of the areas affected by battery energy storage systems and to mitigate any potential impacts on abutting and nearby properties; and
3. To mitigate the impacts of battery energy storage systems on environmental resources such as agricultural lands, forests, wildlife, wetlands, aquifer, and other natural resources.

This Section shall be construed to be consistent with state law, including but not limited to the provisions of General Laws chapter 40A, section 3, and state regulations, including but not limited to the provisions of the State Building Code, State Fire Code, and State Electrical Code. In the event of any conflict between the provisions of this section and the provisions of state law or regulations, the state law and regulations shall prevail.

B. Definitions

As used in this bylaw, the following terms shall have the meanings indicated. Terms that are not defined herein or elsewhere in this Zoning Bylaw shall be as defined in NFPA 855 if applicable.

ANSI: American National Standards Institute

BATTERY OR BATTERIES: A single cell or a group of cells connected together electrically in series, in parallel, or a combination of both, which can charge, discharge, and store energy electrochemically. For the purposes of this bylaw, batteries utilized in consumer products are excluded from these requirements.

BATTERY ENERGY STORAGE MANAGEMENT SYSTEM (BESS): An electronic system that protects energy storage systems from operating outside their safe operating parameters and disconnects electrical power to the energy storage system or places it in a safe condition if potentially hazardous temperatures or other conditions are detected.

CELL: The basic electrochemical unit, characterized by an anode and a cathode, used to receive, store, and deliver electrical energy.

COMMISSIONING: A systematic process that provides documented confirmation that a battery energy storage system functions according to the intended design criteria and complies with applicable code requirements.

DEDICATED-USE BUILDING: A building that is built for the primary intention of housing battery energy storage system equipment, and complies with the following:

1. The building's only use is battery energy storage, energy generation, and other electrical grid- related operations.
2. No other occupancy types are permitted in the building.

3. Occupants in the rooms and areas containing battery energy storage systems are limited to personnel that operate, maintain, service, test, and repair the battery energy storage system and other energy systems.
4. Administrative and support personnel are permitted in areas within the buildings that do not contain battery energy storage system, provided the following:
 - a. The areas do not occupy more than 10 percent of the building area of the story in which they are located.
 - b. A means of egress is provided from the administrative and support use areas to the public way that does not require occupants to traverse through areas containing battery energy storage systems or other energy system equipment.

NATIONALLY RECOGNIZED TESTING LABORATORY (NRTL): A U.S. Department of Labor designation recognizing a private sector organization to perform certification for certain products to ensure that they meet the requirements of both the construction and general industry OSHA electrical standards.

NFPA: National Fire Protection Association.

NON-DEDICATED-USE BUILDING: All buildings that contain a battery energy storage system and do not comply with the dedicated-use building requirements.

NON-PARTICIPATING PROPERTY: Any property that is not a participating property.

NON-PARTICIPATING RESIDENCE: Any residence located on non-participating property.

PARTICIPATING PROPERTY: A battery energy storage system host property or any real property that is the subject of an agreement that provides for the payment of monetary compensation to the landowner from the battery energy storage system owner (or affiliate) regardless of whether any part of a battery energy storage system is constructed on the property.

THIS BYLAW: Section 8.12 of the Zoning Bylaw

UL: Underwriters Laboratory

C. Applicability

1. The requirements of this bylaw shall apply to battery energy storage systems permitted, installed, decommissioned or modified after the effective date of this bylaw, excluding general maintenance and repair. BESS subject to this bylaw are only those that exceed **100 kWh**, **including but not limited to the following battery types:** ~~the following capacities:~~

- Lead-acid ~~with a capacity of greater than 70 kWh~~
- Nickel ~~with a capacity of greater than 70 kWh~~
- Lithium-ion ~~with a capacity of greater than 30 kWh~~
- Sodium nickel chloride ~~with a capacity of greater than 20 kWh~~
- Flow ~~with a capacity of greater than 20 kWh~~

- ~~Other battery technologies with a capacity of greater than 10 kWh~~

BESS that do not ~~meet~~ **exceed** the threshold capacities above are not subject to this bylaw and are allowed by right in all zoning districts.

2. A battery energy storage system that is subject to this bylaw is classified as a Tier 1 or Tier 2 Battery Energy Storage System as follows:

- a) Tier 1 Battery Energy Storage Systems have an aggregate energy capacity less than or equal to 1MWh and, if in a room or enclosed area, consist of only a single energy storage system technology.
- b) Tier 2 Battery Energy Storage Systems have an aggregate energy capacity greater than 1MWh or are comprised of more than one storage battery technology in a room or enclosed area.
- c) Modifications to, retrofits or replacements of an existing battery energy storage system that increase the total battery energy storage system designed discharge or power rating shall be subject to this bylaw.

D. General Requirements

1. All permits required by state codes, including but not limited to building permit, an electrical permit, and a fire department permit shall be required for installation of all battery energy storage systems.

2. All battery energy storage systems, all Dedicated Use Buildings, and all other buildings or structures that

- (a) contain or are otherwise associated with a battery energy storage system and

- (b) subject to the requirements of the State Building Code, shall be designed, erected, and installed in accordance with all applicable provisions of the State Building Code 780 CMR, State Fire Code 527 CMR 1.00, and State Electrical Code 527 CMR 12.00. All battery energy storage systems shall comply with NFPA 855, Standard for the Installation of Stationary Energy Storage Systems.

3. Energy storage system capacities, including array capacity and separation, are limited to the thresholds contained in NFPA 855.

4. All access roads should be at least ~~12~~ **18'** wide, constructed of an all-weather surface, an area for vehicular use and/or parking area that shall be surfaced with either asphalt, concrete, chip seal, graded and compacted gravel, or other stabilized system approved by the Groveland Fire Department, and be cleared of all obstructions on both sides by at least 2'. A ~~46"~~ **16'** vertical clearance shall be maintained for large vehicle access. Access gates erected on site shall be a minimum of ~~12~~ **18'** wide, accessible via Groveland Fire Department emergency access key system. Access to all sides of each enclosure shall be provided where practical.

E. Permitting Requirements for Tier 1 Battery Energy Storage Systems

Tier 1 Battery Energy Storage Systems are allowed by right in all zoning districts, subject to applicable provisions of the State Building Code, Electrical Code, Fire Code, and other applicable codes, and are subject to minor site plan review and such provisions of this bylaw as are applicable.

F. Permitting Requirements for Tier 2 Battery Energy Storage Systems

Tier 2 Battery Energy Storage Systems are subject to this bylaw and require the issuance of a special permit in all zoning districts. Tier 1 and Tier 2 BESS shall comply with the applicable requirements set forth in this bylaw, as well as this Zoning Bylaw, and the Groveland General Bylaw. The following requirements apply to all Tier 1 and Tier 2 BESS subject to this bylaw, except where it is specifically noted to apply only to Tier 2 BESS:

1. Utility Lines and Electrical Circuitry. All on-site utility lines shall be placed underground to the extent feasible and as permitted by the serving utility, with the exception of the main service connection at the utility company right-of-way and any new interconnection equipment, including without limitation any poles.

2. Signage. Signage shall comply with the requirements of Section 11 of this Zoning Bylaw and the following additional requirements; in the event of a conflict between the provisions of Section 11 and this section, the requirements of this section shall prevail.

a) The signage shall be in compliance with ANSI Z535 and shall include the type of technology associated with the battery energy storage systems, any special hazards associated, the type of suppression system installed in the area of battery energy storage systems, and 24-hour emergency contact information, including reach-back phone number.

b) As required by the state electrical code, disconnect and other emergency shutoff information shall be clearly displayed on a light reflective surface. A clearly visible warning sign concerning voltage shall be placed at the base of all pad-mounted transformers and substations.

c) Signage compliant with ANSI Z535 shall be provided on doors to rooms, entrances to BESS facilities, and on BESS outdoor containers.

3. Lighting. Lighting of the battery energy storage system shall be limited to that minimally required for safety, security and operational purposes and shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, shall be shielded to eliminate glare from abutting properties and shall be directed downward to reduce light pollution.

4. Vegetation and tree-cutting. Areas within ten feet on each side of Tier 2 Battery Energy Storage Systems shall be cleared of combustible vegetation and other combustible growth. Single specimens of trees, shrubbery, or cultivated ground cover such as green grass, ivy,

succulents, or similar plants used as ground covers shall be permitted provided that they do not form a means of readily transmitting fire. Removal of trees should be minimized to the extent possible.

6. Setbacks. Tier 2 Battery Energy Storage Systems shall be set back a minimum of 50 feet from all side, rear, and front lot lines; except that Tier 2 BESS shall be set back a minimum of 100 feet from side, rear, and front lot lines that abut or are across a street from residential zoning districts or existing single, two-family, or multi-family structures. The minimum setback areas shall include a buffer area at least fifteen feet wide along all property lines that will limit visual impacts and be consistent with neighborhood characteristics. Access drives and parking are allowed in the setback areas but shall not intrude into the required buffer areas except where necessary to provide access or egress to the property. In addition, a minimum of 10 feet must be maintained between BESS components and all buildings, stored combustible materials, hazardous materials, high-piled storage, personnel means of egress, and other exposure hazards not associated with electrical grid infrastructure.

7. Dimensional. Tier 2 Battery Energy Storage Systems shall comply with the dimensional limitations for principal structures of the underlying zoning district as provided in Section 8 of ~~this~~ **the Groveland** Zoning Bylaw, unless otherwise provided in this bylaw.

8. Fencing Requirements. Tier 2 Battery Energy Storage Systems, including all mechanical equipment, shall be enclosed by a minimum ~~six~~ **eight-foot-high** fence with locking gate to prevent unauthorized access unless housed in a dedicated-use building. Security barriers, fences, landscaping, and other enclosures must not inhibit required air flow to or exhaust from the BESS and components. Electrical equipment greater than 1,000V require a separate and additional means to restrict access. NFPA 855 requires specialty safety systems to be provided based on the BESS chemistry and installed location.

9. Screening and Visibility. Tier 2 Battery Energy Storage Systems shall have views minimized from adjacent properties to the extent reasonably practicable using architectural features, earth berms, landscaping, or other screening methods that will harmonize with the character of the property and surrounding area. Such features may not inhibit required air flow to or exhaust from the BESS and components and must comply with the setbacks established in paragraph 6 above.

10. Mitigation for Loss of Carbon Sequestration and Forest Habitat. If land that is Forestland or has been Forestland within one year immediately preceding the filing an application to install a Tier 2 BESS, the plans shall designate thereon an area of unprotected (meaning, not subject to G.L. c. 184, sections 31-33 at time of application) land on the same lot and of a size equal to two times the total area of Forestland that will be eliminated, cut, destroyed, or otherwise disturbed by such installation. Such designated land shall remain in substantially its natural condition without alteration, including prohibition of commercial forestry or tree cutting not related to the maintenance of the installation, until such time as the installation is decommissioned; except in response to a natural occurrence, invasive species or disease that impacts the trees and requires cutting to preserve the health of the forest.

11. Mitigation for Disruption of Trail Networks. If existing trail networks, old roads, or woods or cart roads are disrupted by the location of a Tier 2 BESS, the plans shall show alternative trail alignments to be constructed by the applicant, although no rights of public access may be established hereunder.

12. Mitigation for Disruption of Historic Resources and Properties. Historic resources, structures and properties, such as cellar holes, farmsteads, stone corrals, marked graves, water wells, or pre-Columbian features, including those listed on the Massachusetts Register of Historic Places or as defined by the National Historic Preservation Act, shall be excluded from the areas proposed to be developed for a Tier 2 BESS. A written assessment of the project's effects on each identified historic resource or property and ways to avoid, minimize or mitigate any adverse effects shall be submitted as part of the application. A suitable buffer area as determined by the PEDB shall be established on all sides of each historic resource.

13. Batteries. Failed battery cells and modules shall not be stored on the site and shall be removed no later than 30 days after deemed failed by the BESS operator or cell/module manufacturer. The operator shall notify the Groveland Fire Chief and Groveland Building Commissioner in advance if the type of battery or batteries used onsite is to be changed.

14. Decommissioning Plan. The applicant shall submit with its application a decommissioning plan for Tier 2 BESS to be implemented upon abandonment and/or in conjunction with removal of the facility. The owner or operator of the BESS shall notify the Building Commissioner, Groveland Municipal Light Department and Groveland Fire Chief in writing at least twenty days prior to when a Tier 2 BESS will be decommissioned. Decommissioning of an abandoned or discontinued Tier 2 BESS shall be completed within six months after the facility ceases operation. The decommissioning plan shall include:

- a. A narrative description of the activities to be accomplished, including who will perform that activity and at what point in time, for complete physical removal of all battery energy storage system components, structures, equipment, security barriers, and transmission lines from the site;
- b. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations;
- c. The anticipated life of the battery energy storage system;
- d. The estimated decommissioning costs and how said estimate was determined;
- e. The method of ensuring that funds will be available for decommissioning and restoration;
- f. The method by which the decommissioning cost will be kept current;
- g. The manner in which the site will be restored, including a description of how any changes to the surrounding areas and other systems adjacent to the battery energy storage system, such as, but not limited to, structural elements, building penetrations, means of

egress, and required fire detection suppression systems, will be protected during decommissioning and confirmed as being acceptable after the system is removed; and

h. A listing of any contingencies for removing an intact operational energy storage system from service, and for removing an energy storage system from service that has been damaged by a fire or other event.

15. Decommissioning Fund. The owner and/or operator of the energy storage system, shall continuously maintain a fund or other surety acceptable to the Town, in a form approved by the Planning Board and Town Counsel, for the removal of the battery energy storage system, in an amount to be determined by the Town, for the period of the life of the facility. All costs of the financial security shall be borne by the applicant.

16. Proof of Liability Insurance. The applicant or property owner shall provide evidence of commercially liability insurance in an amount and type generally acceptable in the industry and approved by the Planning Board prior to the issuance of a building permit, and shall continue such insurance in effect until such facility has been decommissioned, removed, and the site restored in accordance with this bylaw.

G. Battery Energy Storage System Site plan application.

For a Tier 2 Battery Energy Storage System the site plan application shall include the following information, in addition to that required by Section 13.5 of ~~this~~ **the Groveland** Zoning Bylaw and the Planning and Economic Development Board Rules and Regulations Governing Site Plan Applications:

1. A one- or three-line electrical diagram detailing the battery energy storage system layout, associated components, and electrical interconnection methods, with all State Electrical Code compliant disconnects and over current devices.

2. A preliminary equipment specification sheet that documents the proposed battery energy storage system components, inverters and associated electrical equipment that are to be installed. A final equipment specification sheet shall be submitted prior to the issuance of building permit.

3. Name, address, and contact information of proposed or potential system installer and the owner and/or operator of the battery energy storage system. Such information of the final system installer shall be submitted prior to the issuance of building permit.

4. Large-scale fire test data, evaluation information, and calculations, and modeling data. For any of the following, UL 9540A fire test data must be made available to the Planning and Economic Development Board for review:

- BESS systems with a capacity of greater than 570kWh
- BESS systems with spacing between arrays of less than 3 feet
- Safety data sheets (SDS) that address response safety concerns and extinguishment.

5. Commissioning Plan. The system installer or commissioning agent shall prepare a commissioning plan prior to the start of commissioning. Such plan shall be compliant with NFPA 855 and document and verify that the system and its associated controls and safety systems are in proper working condition per requirements set forth in applicable state codes. Where commissioning is required by the Building Code, battery energy storage system commissioning shall be conducted by a Massachusetts Licensed Professional Engineer after the installation is complete but prior to final inspection and approval. A corrective action plan shall be developed for any open or continuing issues that are allowed to be continued after commissioning. A report describing the results of the system commissioning and including the results of the initial acceptance testing required by applicable state codes shall be provided to Zoning Enforcement Officer, Groveland Municipal Light Department and Groveland Fire Department prior to final inspection and approval and maintained at an approved on-site location.
6. Fire Safety Compliance Plan. Such plan shall document and verify that the system and its associated controls and safety systems are in compliance with state codes.
7. Operation and Maintenance Manual. Such plan shall describe continuing battery energy storage system maintenance and property upkeep, as well as design, construction, installation, testing and commissioning information and shall meet all requirements set forth state codes and NFPA 855. Maintenance provisions will be driven by manufacturer requirements for the specific listed system.
8. Depending on the location of the BESS in relation to and its interaction with the electrical grid, interconnection will be completed ~~per~~ **pursuant to** 527 CMR 12.00. System interconnections into utility grids shall be in accordance with NFPA 855. An accessible disconnect is required per 527 CMR 12.00.
- 9 Prior to the issuance of the building permit, engineering documents must be signed and sealed by a Massachusetts Licensed Professional Engineer.
10. Emergency Operations Plan. An Emergency Operations Plan compliant with NFPA 855 is required. A copy of the approved Emergency Operations Plan shall be given to the system owner, the local fire department, and local fire code official. For so long as the BESS is operational, the operator shall provide the Fire Department, Police Department, Building Commissioner, Groveland Municipal Light Department, and Town Administrator's office with contact information for personnel that can be reached 24 hours per day every day, and this contact information shall be updated by the operator whenever there is a change in the information. The operator shall also be required to have an official representative be present onsite not later than two hours after notification by the Fire Chief, Police Chief, or their designee. A permanent copy shall also be placed in an approved location to be accessible to facility personnel, fire code officials, and emergency responders. The emergency operations plan shall include the following information:

- a. Procedures for safe shutdown, de-energizing, or isolation of equipment and systems under emergency conditions to reduce the risk of fire, electric shock, and personal injuries, and for safe start-up following cessation of emergency conditions.
- b. Procedures for inspection and testing of associated alarms, interlocks, and controls, including time intervals for inspection and testing.
- c. Procedures to be followed in response to notifications from the Battery Energy Storage Management System, when provided, that could signify potentially dangerous conditions, including shutting down equipment, summoning service and repair personnel, and providing agreed upon notification to fire department personnel for potentially hazardous conditions in the event of a system failure.
- d. Emergency procedures to be followed in case of fire, explosion, release of liquids or vapors, damage to critical moving parts, or other potentially dangerous conditions. Procedures can include sounding the alarm, notifying the fire department, evacuating personnel, de-energizing equipment, and controlling and extinguishing the fire.
- e. Response considerations similar to a safety data sheet (SDS) that will address response safety concerns and extinguishment when an SDS is not required.
- f. Procedures for safe disposal of battery energy storage system equipment damaged in a fire or other emergency event, including maintaining contact information for personnel qualified to safely remove damaged battery energy storage system equipment from the facility.
- g. Other procedures as determined necessary by the Town to provide for the safety of occupants, neighboring properties, and emergency responders.
- h. Procedures and schedules for conducting drills of these procedures and for training local first responders on the contents of the plan and appropriate response procedures.
- i. Explosion control mitigation plan.
- j. A plan showing the proposed location of the system on the lot.

H. Ownership Changes

If the owner of the battery energy storage system changes or the owner of the property changes, the special permit shall remain in effect, provided that the successor owner or operator assumes in writing all of the obligations of the special permit, site plan approval, and decommissioning plan. A new owner or operator of the battery energy storage system shall notify the Building Commissioner, Groveland Municipal Light Department and Groveland Fire Department of such change in ownership or operator within 14 days of the ownership change. A new owner or operator must provide such notification to the Building Commissioner in writing.

I. Safety

1. System Certification. Battery energy storage systems and equipment shall be listed by a Nationally Recognized Testing Laboratory to UL 9540 (Standard for battery energy storage systems and Equipment) or approved equivalent, with subcomponents meeting each of the following standards as applicable:

- a. UL 1973 (Standard for Batteries for Use in Stationary, Vehicle Auxiliary Power and Light Electric Rail Applications),
- b. UL 1642 (Standard for Lithium Batteries),
- c. UL 1741 or UL 62109 (Inverters and Power Converters),
- d. Certified under the applicable electrical, building, and fire prevention codes as required.
- e. Alternatively, field evaluation by an approved testing laboratory for compliance with UL 9540 (or approved equivalent) and applicable codes, regulations and safety standards may be used to meet system certification requirements.

2. Site Access. Battery energy storage systems shall be maintained in good working order and in accordance with industry standards. Site access shall be maintained, including snow removal at a level acceptable to the local fire department.

3. Battery energy storage systems, components, and associated ancillary equipment shall have required working space clearances, and electrical circuitry shall be within weatherproof enclosures marked with the environmental rating suitable for the type of exposure in compliance with NFPA 70.

J. Abandonment

The battery energy storage system shall be considered abandoned when it ceases to operate consistently for more than six months. If the owner and/or operator fails to comply with decommissioning upon any abandonment, the Town may, after compliance with any applicable state and federal constitutional requirements, enter the property and utilize the available bond and/or security for the removal of a Tier 2 BESS and restoration of the site in accordance with the decommissioning plan.

K. Waivers

Waivers may only be granted for aesthetic items, not health and/or safety requirements.

or take any action in relation thereto.

Article submitted by the Building Commissioner

(Requires a 2/3rd Majority)

PLANNING BOARD RECOMMENDS: Favorable Action

SELECT BOARD RECOMMENDS: Favorable Action

Summary: *The proposed changes are primarily to correct clerical errors. The only substantive change was to increase the capacity threshold for smaller battery storage systems not affected by the bylaw from 70 kilowatt hours to 100 kilowatt hours. This change was made to avoid having to frequently amend the bylaw as battery technology evolves.*

ARTICLE 25: To see if the Town will vote to amend the Groveland Zoning Bylaws to create the Multi-family Overlay District (MFOD) by adding the following text as a new section 50-6.4 to be numbered accordingly; modify the following relevant sections of the bylaw to incorporate the new district: §50-3.1.B, and §50-3.3.G; and amend the zoning map to include the new MFOD boundary, as shown in the attached map, and to act on anything related thereto:

1. Modify §50-3.1. Zoning district identified, paragraph B by adding the following text (bold and underlined):

Aquifer Protection District
Floodplain District
Multi-family Overlay District (MFOD)
Wireless Communication District

2. Add new section §50-6.4: Multi-family Overlay District (all text is new).

§50-6.4: Multi-family Overlay District

A. Purpose

The purpose of the Multi-family Overlay District (MFOD) is to allow multi-family housing as of right in accordance with Section 3A of the Zoning Act (Massachusetts General Laws Chapter 40A).

B. Establishment and Applicability

This MFOD is an overlay district having a land area of approximately 9.60 acres in size that is superimposed over the underlying zoning district(s) and is shown on the Multi-family Overlay District Map, dated March 24, 2025, and prepared by Innes Associates, and the Official Zoning Map of the Town, as updated.

- (1) An applicant may develop multi-family housing located within a MFOD in accordance with the provisions of this Section 6.4.
- (2) The MFOD is an overlay district superimposed on underlying zoning districts. The regulations for use, dimension, and all other provisions of the Zoning Bylaw governing the respective underlying zoning district(s) shall remain in full force, except for uses allowed as of right in the MFOD. Uses that are not identified in Section 6.4 are governed by the requirements of the underlying zoning district(s).

C. Definitions

The following definitions shall apply in this bylaw. All other undefined terms in this section shall either be governed by Article II, Definitions, of this bylaw or shall be interpreted in accordance with such normal dictionary meaning or customary usage as is appropriate to the context.

- (1) **AFFORDABLE UNIT** — A multi-family housing unit that is subject to a use restriction recorded in its chain of title limiting the sale price or rent or limiting occupancy to an individual or household of a specified income, or both.
- (2) **AFFORDABLE HOUSING** — Housing that contains Affordable Units as defined by this §50-6.4.
- (3) **APPLICANT** — A person, business, or organization that applies for a building permit, Site Plan Review, or Special Permit.
- (4) **AREA MEDIAN INCOME (AMI)** — The median family income for the metropolitan statistical region that includes the Town of Groveland as defined by the U.S. Department of Housing and Urban Development (HUD).
- (5) **AS OF RIGHT** — Development that may proceed under the Zoning in place at time of application without the need for a special permit, variance, zoning amendment, waiver, or other discretionary zoning approval.
- (6) **MULTI-FAMILY HOUSING** — A building with three or more residential dwelling units or two or more buildings on the same lot with more than one residential dwelling unit in each building. Multi-family housing allowed in the MFOD is defined as the following:
 - (a) **COTTAGE HOUSING** — A group of small (1 to 1.5-story), detached structures arranged around a shared court visible from the street.
 - (b) **DUPLEX** — A detached structure consisting of two attached dwelling units, both units joined side by side, front to back, or one above the other, and each unit having a distinct and separate entrance.
 - (c) **SINGLE-FAMILY CONVERSION** — The conversion of a single-family dwelling to a multi-unit dwelling of three to four dwelling units. Each unit has a distinct and separate entrance.
 - (d) **TOWNHOUSE** — A single-family dwelling unit constructed in a group of three or more attached units in which each unit extends from foundation to roof and with a yard or public way on not less than two sides.
 - (e) **TRIPLEX** — A residential property with three separate living units, each with its own entrance and living space.
 - (f) **SMALL MULTI-FAMILY** — 4-7 unit building. A multi-unit building that can have separate housing units from four (4) to seven (7) units.
- (7) **SITE PLAN REVIEW AUTHORITY** — The Groveland Planning Board is the Site Plan Review Authority.
- (8) **SUBSIDIZED HOUSING INVENTORY (SHI)** — A list of qualified Affordable Housing Units maintained by the Executive Office of Housing and Livable

Communities (EOHLC) used to measure a community's stock of low-or moderate-income housing for the purposes of M.G.L. Chapter 40B, the Comprehensive Permit Law.

D. Permitted Uses

- (1) Uses Permitted As of Right. The following multifamily housing types are permitted as of right within the MFOD.
 - (a) Duplex
 - (b) Townhouse
 - (c) Triplex
 - (d) Single-Family Conversion
 - (e) Small multi-family
 - (f) Cottage Housing
- (2) Accessory Uses. The following uses are considered accessory as of right to any of the permitted uses in Section D.1.
 - (a) Parking.
 - (b) Customary Home Occupations as defined by §50-7.3 of the Town of Groveland Zoning Bylaws.

E. Dimensional Standards

- (1) Table of Dimensional Standards. Notwithstanding anything to the contrary in this Zoning, the dimensional requirements applicable in the MFOD are as follows:

Standard	MFOD
Lot Size – Minimum area (SF)	10,000
Frontage – Minimum (feet)	100
Minimum Setbacks (feet)	
Front	30
Side	15
Rear	15
Maximum Height (feet)	35
Maximum Lot Coverage (%)	40
Maximum Impervious Area (%)	50
Lot Area per Dwelling Unit	3,000

- (2) Multi-Building Lots. In the MFOD, lots may have more than one residential building.
- (3) Exceptions. The limitation on height of buildings shall not apply to chimneys, ventilators, towers, silos, spires, or other ornamental features of buildings, which features are in no way used for living purposes and do not constitute more than 25% of the ground floor area of the building.
- (4) Exceptions: Renewable Energy Installations. The Site Plan Review Authority or Special Permit Granting Authority may waive the height and setbacks in this §50-6.4(E) 3. Dimensional Standards to accommodate the installation of solar photovoltaic, solar thermal, living, and other eco-roofs, energy storage, and air-source heat pump equipment. Such installations shall not create a significant detriment to abutters in terms of noise or shadow and must be appropriately integrated into the architecture of the building and the layout of the site. The installations shall not provide additional habitable space within the development.

F. General Development Standards

- (1) Relationship to Existing Zoning. The following sections of the Zoning Bylaw are modified by this §50-6.4.F.
 - (a) §50-4.2. Multiple uses. This section does not apply to development in the MFOD. More than one residential building is allowed per lot, subject to the dimensional standards of this §50-6.4.E.
 - (b) §50-6.1. Floodplain Overlay District and §50-6.2. Aquifer Protection District. A Special Permit for multifamily housing is not required for the purposes of §50-6.1 or §50-6.2. The criteria for the review of the application and the issuance of a special permit for either or both of these two sections shall be a component of the site plan review process conducted by the Planning Board for applications under this §50-6.4.
 - (c) §50-8.2.A. Lot regularity. Any existing lot within the MFOD is considered to be conforming with respect to this requirement for the purposes of a multifamily housing development under this §50-6.4.
 - (d) §50-8.6 Dwellings per lot. For any application under this §50-6.4 that includes more than one residential dwelling per lot, the Planning Board shall request the information about adequate ways providing access to each site, if the site is subdivided, as part of the site plan review process.
 - (e) Article IX. Off-site Parking and Loading Standards. Parking for multifamily housing is subject to the requirements of this section.
- (2) Design Guidelines. The Site Plan Review Authority may adopt and amend, by simple majority vote, Design Guidelines which shall be applicable to all rehabilitation,

redevelopment, or new construction within the MFOD. Such Design Guidelines must be objective and not subjective and may only address the scale and proportions of buildings, the alignment, width, and grade of streets and sidewalks, the type and location of infrastructure, the location of building and garage entrances, off-street parking, the protection of significant natural site features, the location and design of on-site open spaces, exterior signs, and buffering in relation to adjacent properties. Design Guidelines may contain graphics illustrating a particular standard or definition to make such standard or definition clear and understandable.

(3) Additional Development Standards.

- (a) The building(s) adjacent to the public street shall have a pedestrian entry facing the public street.
- (b) All façades visible from a public right-of-way shall be treated with similar care and attention in terms of entries, fenestration, and materials.
- (c) Primary entrances shall be connected by a paved surface to the public sidewalk, if applicable.
- (d) Where feasible, curb cuts shall be minimized, and shared driveways encouraged.
- (e) Parking and circulation on the site shall be organized so as to reduce the amount of impervious surface.
- (f) Multi-family housing shall have common outdoor space that all residents can access. Such space may be located in any combination of ground floor, courtyard, rooftop, or terrace.
- (g) Pervious surfaces that allow water infiltration into the soil beneath are encouraged for hardscape treatments such as pathways, patios, and parking above the minimum required amounts.
- (h) Plantings shall include species that are native or adapted to the region. Plants on the Massachusetts Prohibited Plant List, as may be amended, shall be prohibited.
- (i) Strategies that demonstrate compliance of the construction activities and the proposed project with the most current versions of the Massachusetts Department of Environmental Protection Stormwater Management Standards, the Massachusetts Stormwater Handbook, Massachusetts Erosion Sediment and Control Guidelines, and, if applicable, additional requirements under the Town of Groveland's MS4 Permit for projects that disturb more than one acre and discharge to the Town's municipal stormwater system, and an Operations and Management Plan for both the construction activities and ongoing post-construction maintenance and reporting requirements.
- (j) Light levels shall meet or exceed the minimum design guidelines defined by the Illuminating Engineering Society of North America (IESNA) and shall provide illumination necessary for safety and convenience while preventing glare and overspill onto adjoining properties and reducing the amount of skyglow.

- (k) Mechanical equipment at ground level shall be screened by a combination of fencing and plantings. Rooftop mechanical equipment shall be screened if visible from a public right-of-way.
 - (l) Fire exits serving more than one story shall not be located on a street-facing façades.
 - (m) Dumpsters shall be screened by a combination of fencing and plantings. Where possible, dumpsters or other trash and recycling collection points shall be located within the building.
 - (n) Parking shall be subordinate in design and location to the principal building façade.
 - (o) Surface parking shall be located to the rear or side of the principal building. Parking shall not be located in the front setback between the building and any lot line adjacent to the public right-of-way.
 - (p) The principal pedestrian entry into the building shall be more prominent in design and placement than the vehicular entry into any attached garage.
- (4) Waivers. Upon the request of the Applicant, the Site Plan Review Authority may waive the requirements of §50-6.4.F.3, in the interests of design flexibility and overall project quality.

G. Affordability Requirements.

- (1) Applicability. This requirement is applicable to all residential and mixed-use developments with ten (10) or more new dwelling units, whether new construction, substantial rehabilitation, expansion, reconstruction, or residential conversion (Applicable Projects). No project may be divided or phased to avoid the requirements of this section.
 - (a) §50-10.1. Inclusion of affordable housing. The requirements of this section shall not apply to applications for project in the MFOD, except as specified in this Section §50-6.4.G.
- (2) Affordability requirements. All units affordable to households earning 80% or less of AMI created in the MFOD under this section must be eligible for listing on EOHLC's Subsidized Housing Inventory.
- (3) Provision of Affordable Housing. In Applicable Projects, ten percent (10%) of housing units constructed shall be Affordable Housing Units. For purposes of calculating the number of units of Affordable Housing required within a development project, a fractional unit shall be rounded down to the next whole number. The Affordable Units shall be available to households earning income up to eighty percent (80%) of the AMI.

- (4) Fee in Lieu. As an alternative to the requirements of paragraph 3 of this section, an Applicant may contribute to the Local Housing Fund as specified in §50-10.1.H.
- (5) Development Standards. Affordable Units shall be:
 - (a) Integrated with the rest of the development and shall be compatible in design, appearance, construction, and quality of exterior and interior materials with the other units and/or lots;
 - (b) Dispersed throughout the development;
 - (c) Located such that the units have equal access to shared amenities, including light and air, and utilities (including any bicycle storage and/or Electric Vehicle charging stations) within the development;
 - (d) Located such that the units have equal avoidance of any potential nuisances as market-rate units within the development;
 - (e) Distributed proportionately among unit sizes; and
 - (f) Distributed proportionately across each phase of a phased development.
- (6) Occupancy permits may be issued for market-rate units prior to the end of construction of the entire development provided that occupancy permits for Affordable Units are issued simultaneously on a pro rata basis.

H. Site Plan Review

- (1) Site Plan Review is required for a project that proposes four (4) or more dwelling units. An application for Site Plan Review shall be reviewed by the Site Plan Review Authority for consistency with the purpose and intent of this §50-6.4.
- (2) Article XIII Site Plan Review shall govern applications for Site Plan Review under this §50-6.4 unless modified in this §50-6.4.H.
- (3) Site Plan Review should be commenced no later than 30 days of the submission of a complete application and should be completed expeditiously. The Site Plan Review Authority may, when appropriate, seek the input of other municipal boards or officials. In general, site plan review should be completed no more than 6 months after the submission of the application.
- (4) Site Plan approval for uses listed in §50-6.4.D Permitted Uses shall be granted upon determination by the Site Plan Review Authority that the following conditions have been satisfied. The Site Plan Review Authority may impose reasonable conditions, at the expense of the applicant, to ensure that these conditions have been satisfied.
 - (a) the Applicant has submitted the required fees and information as set forth in the Town of Groveland's requirements for a Building Permit and Site Plan Review, including §50-13.5. Contents of plan; and
 - (b) the project as described in the application meets the development standards set forth in §50-6.4.F. General Development Standards and the additional criteria in §50-13.7 Approval.

- (5) An Applicant may propose, in a Site Plan Review submission, that a project be developed in phases subject to the approval of the Site Plan Review Authority, provided that the submission shows the full buildout of the project and all associated impacts as of the completion of the final phase. However, no project may be phased solely to avoid the provisions of §50-6.4.G. Affordability Requirements.

Or take any action relative thereto.

Article submitted by the Planning Board

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

PLANNING BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *Overlay map may be found in Appendix A.*

COMMUNITY PRESERVATION

ARTICLE 26: To see if the Town will vote to appropriate or reserve from Community Preservation Fund Fiscal Year 2026 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
Set Aside Appropriations:	
Committee Administrative Expenses	\$ 35,000
Reserves:	
Open Space	\$ 78,700
Historic Preservation	\$ 78,700
Community Housing	\$ 78,700

or take any action relative thereto.

Article submitted by the Community Preservation Committee

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *Annual appropriation set-asides are required for CPA funds at 10 percent of total revenue including any state match for Open Space, Historic Resources and Community Housing. Any Administrative expenses unspent are returned to the General CPA account. The Recreation category has no set aside.*

ARTICLE 27: Save Our Last Historic Mill Building. To see if the Town will vote to appropriate a sum of up to SEVEN THOUSAND DOLLARS (\$7,000.) from the Community Preservation General Reserve FY-2025 to support the environmental testing of 46 Washington Street per the application submitted and amended by the Community Preservation Committee. The project is to be managed by the Historic Society and overseen by the Town Administrator under the CPA category of Historic Preservation or take any action relative thereto.

Article submitted by the Community Preservation Committee

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *This project will conduct environmental testing on the building to preserve the building while determining future use.*

ARTICLE 28: Trail Enhancement Project. To see if the Town will vote to appropriate a sum of up to SEVENTY-THREE THOUSAND DOLLARS (\$73,000.) from the Community Preservation General Reserve FY-2025 to support the restoration of trails and conservation properties per the application submitted and approved by the Community Preservation Committee. The project is to be managed by the Recreation Committee and Conservation Commission and overseen by the Town Administrator under the CPA category of Recreation or take any action relative thereto.

Article submitted by the Community Preservation Committee

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *This project will preserve and enhance town properties and trails with a partnership between the Groveland Recreation Committee and the Groveland Conservation Commission. The project will assess the status and rehabilitation needs of trails on Conservation and other protected town properties. The project will rehabilitate, enhance, and implement signage, trail markings, bridges, benches, kiosks and other improvements on trails for all properties.*

ARTICLE 29: Groveland Congregational Church Clock & Bell Restoration. To see if the Town will vote to appropriate a sum of up to TWENTY-FIVE THOUSAND DOLLARS (\$25,000.) from the Community Preservation General Reserve FY-2025 to support the restoration of the clock and bell chimes at the Congregational Church per the application submitted and approved by the Community Preservation Committee. The project is to be managed by the Groveland Congregational Church and overseen by the Town Administrator under the CPA category of Historic Preservation, and further authorize the Select Board to enter into a Preservation Restriction in accordance with G.L. c. 184 sections 31-33, and finally, that the Town be granted a deed restriction wherein if the Church is sold in the next 30 years, the grant hereunder shall be repaid, or take any action relative thereto.

Article submitted by the Community Preservation Committee

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *This project aims to replace the existing mechanical clock, which dates back to 1883, with a modern, reliable electric clock system. The project will also restore the bell chimes, which have not been synced to the clock for several years. This restoration will enhance the historical and functional role of the church steeple, a central landmark in Groveland, and provide the town with a reliable, accurate, and enduring timekeeping system.*

ARTICLE 30: Affordable Housing and Home Repair Initiative. To see if the Town will vote to appropriate a sum of up to TWENTY THOUSAND DOLLARS (\$20,000.) from the Community Preservation General Reserve FY-2025 to support the creation of a home repair program and the development of affordable housing per the application submitted and approved by the Community Preservation Committee. The project is to be managed by the Town Planner and the Town Administrator under the CPA category of Affordable Housing or take any action relative thereto.

Article submitted by the Community Preservation Committee

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *This dual-purpose initiative addresses two critical needs within Groveland: establishing a home repair program for income-eligible residents and utilizing funds from the Inclusionary Zoning Bylaw to further affordable housing development.*

ARTICLE 31: To see if the Town will vote to extend the Community Preservation Act project “Phase 2 Historic Preservation of the Veto Hand Tub Museum” originally approved at the 2017 Groveland Annual Town Meeting as Article 35 to a new completion date of June 30, 2027, and to be managed by the Historic Society and overseen by the Town Administrator or take any action relative thereto.

Article submitted by Claire Walsh

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Unfavorable Action

Summary: *This project will extend the use of CPA funds to continue the rehabilitation of the museum infrastructure in Town Hall used to display the Veto Hand Tub and to restore the historic Veto Hand Tub. A remaining balance of \$52,825 from the original allocation of \$55,000 will be applied toward these efforts.*

APPROPRIATIONS

ARTICLE 32: To see if the Town will vote to amend the Town of Groveland General Bylaws Chapter 123 Section 11, by adding a new Revolving Fund, to be known as the Pumpkinfest 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 \$5,000 during Fiscal Year 2026 from said account for expenses related to the annual Pumpkinfest event as follows;

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
Pumpkinfest	Town Administrator	Monies collected through donations	Annual Pumpkinfest event	None	Annual Report to Town Meeting	Fiscal Year 2026 and subsequent years

or take any action relative thereto.

Article submitted by Town Administrator

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *Currently donations for this event are placed in the general donation fund, creating a separate revolving fund will help to better manage revenue and expenses for this specific event.*

ARTICLE 33: To see if the Town will vote to amend the Town of Groveland General Bylaws Chapter 123 Section 11, by deleting the Bagnall Summer Program Revolving Fund, as authorized by Chapter 44, Section 53E-½ of Massachusetts General Laws; or take any action relative thereto.

Article submitted by Town Administrator

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *The Select Board has decided to discontinue the Summer Program. The Town has partnered with the YMCA to utilize the Bagnall Elementary School location for a summer program in its place. This will alleviate both the financial and operational challenges faced by the Town to operate a program.*

ARTICLE 34: To see if the Town will vote as set forth below, to set the annual spending limits for the following seven (7) revolving accounts established in the General Bylaws for Fiscal Year 2026;

REVOLVING FUND	SPENDING LIMIT FOR FISCAL YEAR 2026
COUNCIL ON AGING	\$25,000
FIRE DEPARTMENT CPR CLASS	\$6,000
GROVELAND DAY	\$30,000
PINES BOAT RAMP	\$25,000

RECREATION OPERATION AND MAINTENANCE	\$75,000
WETLANDS PROTECTION ACT	\$20,000
VEASEY MEMORIAL PARK	\$130,000

or take any action relative thereto.

Article submitted by Town Administrator

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *Reports on the revolving funds may be found in Appendix B.*

ARTICLE 35: To see if the Town will vote to transfer the sum of ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$125,000.) from the following:

FORTY THOUSAND DOLLARS (\$40,000.) from the Groveland Municipal Electric Department Operation Account

EIGHTY-FIVE THOUSAND DOLLARS (\$85,000.) from Fiscal Year 2025 Town Free Cash

to reduce the Fiscal Year 2026 tax rate; or take any action relative thereto.

Article submitted by the Town Administrator

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

ARTICLE 36: To see if the Town will transfer SEVEN HUNDRED SEVENTY-NINE THOUSAND EIGHT HUNDRED NINETY-SIX DOLLARS (\$779,896.) from Free Cash to the following accounts:

EIGHTY THOUSAND DOLLARS (\$80,000.) to the Stabilization Fund Account #8500-040-49700-000-000

EIGHTY THOUSAND DOLLARS (\$80,000.) to the Capital Stabilization Fund Account #8525-040-49700-000-000

FIFTY THOUSAND DOLLARS (\$50,000.) to the Municipal Building Improvements Account #1001-192-58401-058-000

FIVE THOUSAND DOLLARS (\$5,000.) to the MS4 Stormwater Permit Account #2452-040-49700-000-000

FIVE THOUSAND DOLLARS (\$5,000.) to the Personnel Buy Back Account # 2410-040-49700-000-000

SIXTY-EIGHT THOUSAND NINE HUNDRED SIXTY DOLLARS (\$68,960.) to purchase a Line Cruiser for the Police Department

TEN THOUSAND TWO HUNDRED THIRTY DOLLARS (\$10,230.) to purchase library shelving for the replacement project at the Langley-Adams Library

ONE HUNDRED TWENTY-SIX THOUSAND THREE HUNDRED DOLLARS (\$126,300.) to purchase a track loader for the Highway Department

FIFTY-THREE THOUSAND SIX HUNDRED ELEVEN DOLLARS (\$53,611) to purchase an asphalt hot box for the Highway Department

FIFTY-SEVEN THOUSAND DOLLARS (\$57,000.) to purchase a Kubota Tractor for the Highway Department

SIXTY-SEVEN THOUSAND SEVEN HUNDRED DOLLARS (\$67,700.) for facility improvements to the Bagnall Elementary School

ONE HUNDRED FIFTEEN THOUSAND DOLLARS (\$115,000.) for the purchase of recycling totes

TWO THOUSAND DOLLARS (\$2,000.) to be placed in an interest-bearing escrow account for the maintenance of turtle habitat, as required by the Natural Heritage & Endangered Species Program mitigation requirements for the construction of the Community Trail

TWENTY THOUSAND DOLLARS (\$20,000.) to fund the 175th Anniversary Parade Event

TWENTY-FOUR THOUSAND NINETY-FIVE DOLLARS (\$24,095.) to the Bagnall Summer Program Revolving Fund for Fiscal Year 2025

FIFTEEN THOUSAND DOLLARS (\$15,000.) to fund the pedestrian sidewalk enhancements on Route 113 for Fiscal Year 2025

or take any action relative thereto.

Article submitted by the Select Board

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

ARTICLE 37: To see if the Town will vote to appropriate or transfer from the PEG Access and Cable Related Fund the sum of ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000.) to be expended under the direction of the Town Administrator to fund cable access services, supplies and equipment for Fiscal Year 2026; or take any action relative thereto.

Article submitted by Cable Department

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

ARTICLE 38: To see if the Town will appropriate FOUR THOUSAND THREE HUNDRED NINETY-NINE DOLLARS (\$4,399.) 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 action relative thereto.

Article submitted by the Town Administrator

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *The Municipal Modernization Act (MMA) and the COVID-19 Recovery Act changed how premiums and surplus proceeds are treated. Excluded debt must now treat the premium as general fund revenue, and the legislative body must vote on the premium amount.*

ARTICLE 39: To see if the Town will vote to transfer ONE HUNDRED SEVENTEEN THOUSAND FIFTY-NINE DOLLARS and 28/100 CENTS (\$117,059.28) appropriated by Article 32 of the Town Meeting held on April 29, 2024, which funds were initially appropriated to pay costs of the highway garage replacement, which project did not commence, to pay costs of engineering and design for the Highway Garage construction; or to take any action relative thereto.

Article submitted by the Select Board

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *The funds were originally allocated for the replacement of the existing steel highway garage. However, after consulting with design professionals, the Town determined that replacing the structure would not offer any significant improvements in meeting the department's operational needs. As a result, the Town now proposes to redirect these funds toward the engineering and design of a new facility that will better accommodate those needs.*

ARTICLE 40: To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide to meet the salaries and wages of Town Officers and employees, expense and outlays of the Town Departments, and other sundry and miscellaneous, but regular expenditures necessary for the operation of the Town for Fiscal Year 2026;

General Government	\$2,542,433
Public Safety	\$2,488,773
Education	\$15,163,828
Public Works	\$1,909,377
Human Services	\$340,546
Library	\$376,475
Debt Service	\$294,763
Unclassified	\$1,096,629
TOTAL Budget	\$24,212,824

or take any relative thereto.

Article submitted by the Finance Board

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *Budget may be found in Appendix C.*

ARTICLE 41: To see if the Town will vote to fix the salary and compensation of the following elective officers of the Town of Groveland as provided by G.L. c. 41, sec. 108, as amended: Moderator, Select Board, Assessors, Clerk, Planning Board, Cemetery Commission, Water and Sewer Commission, and Board of Health for Fiscal Year 2026, or take any action relative thereto.

Article submitted by Finance Board

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

ENTERPRISE FUND

ARTICLE 42: To see if the Town will vote to raise and appropriate the sum of ONE MILLION SEVEN HUNDRED FORTY-ONE THOUSAND, NINE HUNDRED THIRTY-FOUR DOLLARS (\$1,741,934.) to fund the Water Department salaries and expenses for FY2026, said sum to be offset by Fiscal Year 2025 Water Department Revenue; or take any action relative thereto.

Article submitted by Water & Sewer Commission

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *Budget may be found in Appendix D.*

ARTICLE 43: To see if the Town will vote to raise and appropriate the sum of SEVEN HUNDRED THIRTY-EIGHT THOUSAND, NINE HUNDRED THIRTEEN DOLLARS

(\$738,913.) to fund the Sewer Department salaries and expenses for FY2026, said sum to be offset by Fiscal Year 2025 Sewer Department Revenue; or take any action relative thereto.

Article submitted by Water & Sewer Commission

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

Summary: *Budget may be found in Appendix D.*

ARTICLE 44: To see if the Town will vote to transfer the sum of FORTY-FIVE THOUSAND DOLLARS (\$45,000.) from the Sewer Enterprise Department Retained Earnings to fund a Variable Frequency Drive (VFD) replacement at the Main Street Sewer Station and Emergency Funds; or take any action relative thereto.

Article submitted by Water & Sewer Commission

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

ARTICLE 45: To see if the Town will transfer the sum of SEVENTY THOUSAND DOLLARS (\$70,000.) from Water Retained Earnings to fund Water Tank Cleaning, Emergency Funds, ERP/RRA update or any associated projects; or take any action relative thereto.

Article submitted by Water & Sewer Commission

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

ARTICLE 46: To see if the Town will vote to transfer the sum of ONE HUNDRED SEVENTEEN THOUSAND NINE HUNDRED FORTY-SIX DOLLARS (\$117,946.) from Water Retained Earnings for the purpose of funding the BAN pay-off and any associated projects for Fiscal Year 2025; or take any action relative thereto.

Article submitted by Water & Sewer Commission

(Requires a Simple Majority)

SELECT BOARD RECOMMENDS: Favorable Action

FINANCE BOARD RECOMMENDS: Favorable Action

ARTICLE 47: To see if the Town will vote to re-appropriate and transfer the remaining FOUR HUNDRED SIXTY-SIX THOUSAND SEVEN HUNDRED FIFTY-FOUR DOLLARS and 80/100 CENTS (\$466,754.80) balance of the borrowing authorized by Article 41 of the Town Meeting held on April 24, 2023, which funds were initially borrowed to pay costs of a new water supply source, which project is hereby abandoned and for which no liability remains, to pay costs of water main replacement, including the payment of costs incidental or related thereto; or to take any action relative thereto.

Article submitted by Water & Sewer Commission

(Requires a 2/3rd Majority)

SELECT BOARD RECOMMENDS: Favorable Action
FINANCE BOARD RECOMMENDS: Favorable Action

ARTICLE 48: To see if the Town will vote to appropriate FORTY-FOUR MILLION SIX HUNDRED THOUSAND DOLLARS (\$44,600,000.), more or less, to pay costs of engineering, design, permitting and constructing and equipping a Water Treatment Facility and related appurtenances (such as, but not limited to, piping), including the payment of costs incidental or related thereto; to determine whether this amount shall be raise by borrowing (including by borrowing from the Massachusetts Clean Water Trust) or otherwise; or to take any action relative thereto.

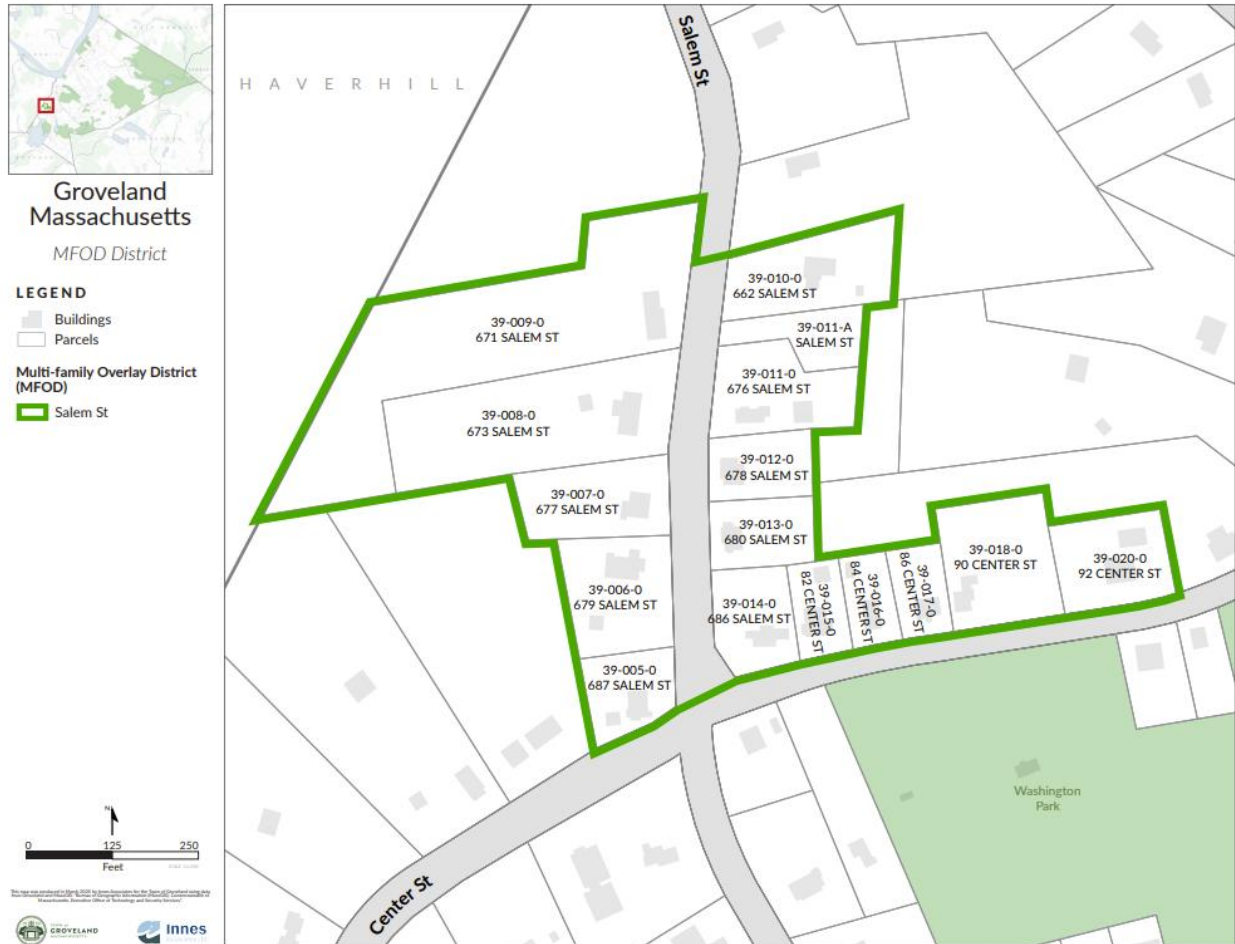
Article submitted by Water & Sewer Commission

(Requires a 2/3rd Majority)

SELECT BOARD RECOMMENDS: Favorable Action
FINANCE BOARD RECOMMENDS: Favorable Action

APPENDIX A

Multi-Family Overlay District Map



APPENDIX B

Revolving Funds Activity Through March 31, 2025

Fund Name	Beginning Balance	Revenues	Expenses	Ending Balance
Bagnall Summer Program (2406)	\$47,878.81	\$5,457.59	(\$77,430.92)	(\$24,094.52)
Council on Aging (2407)	\$25,758.82	\$16,121.50	(\$8,415.73)	\$33,464.59
Pines Boat Ramp (2409)	\$15,595.21	\$3,180.00	(\$6,873.91)	\$11,901.30
Veasey Memorial Park (2411)	\$4,875.30	\$85,335.50	(\$86,901.42)	\$3,309.38
Fire Dept. CPR Class (2451)	\$1,011.56	\$240.00	(\$250.62)	\$1,000.94
Pines Maintenance (2660)	\$9,700.03	\$21,549.55	(\$17,816.15)	\$13,433.43
Groveland Day (2661)	\$6,138.19	\$10,050.00	(\$11,203.26)	\$4,984.93
Wetlands (2662)	\$18,877.50	\$10,803.08	\$0	\$29,680.58

APPENDIX C

Fiscal Year 2026 Budget Summary

Department	Object	FY25 Approved	FY26 Recommended
General Government			
Moderator	Stipend	-	-
Select Board	Expenses	\$45,700	\$47,950
Town Administrator	Salaries	\$197,296	\$205,061
	Expenses	\$5,000	\$5,000
Town Accountant	Salaries	\$110,572	\$112,783
	Expenses	\$3,500	\$3,500
Board of Assessors	Salaries	\$82,490	\$84,140
	Expenses	\$72,397	\$64,000
Town Treasurer/Collector	Salaries	\$158,374	\$161,522
	Expenses	\$39,825	\$44,015
Town Counsel	Expenses	\$40,000	\$30,000
Technology	Expenses	\$131,779	\$228,303
Town Clerk	Salaries	\$123,101	\$113,102
	Expenses	\$37,022	\$16,928
Economic Development	Salaries	\$25,000	\$89,640
	Expenses	\$10,645	\$10,706
Municipal Buildings	Salaries	\$57,483	\$65,052
	Expenses	\$233,500	\$259,596
Insurance	Expenses	\$976,055	\$1,001,135
Total General Government		\$2,349,739	\$2,542,433
Public Safety			
Police Department	Salaries	\$1,642,197	\$1,760,610
	Expenses	\$140,473	\$128,702
Fire Department	Salaries	\$399,114	\$409,404
	Expenses	\$102,100	\$85,186
Building Department	Salaries	\$93,568	\$95,440
	Expenses	\$14,100	\$4,810
Emergency Management	Salaries	\$3,446	\$3,514
	Expenses	\$1,107	\$1,107
Total Public Safety		\$2,396,105	\$2,488,773

Department	Object	FY25 Approved	FY26 Recommended
Public Works			
Tree Warden	Expenses	\$15,000	\$10,000
Highways	Salaries	\$438,277	\$465,187
	Expenses	\$476,251	\$478,050
Rubbish Collection	Expenses	\$820,480	\$886,700
Cemetery	Salaries	\$80,689	\$67,240
	Expenses	\$14,500	\$2,200
Total Public Works		\$1,845,196	\$1,909,377
Education			
Whittier Vocational-Technical	Expenses	\$661,382	\$723,933
Essex Tech	Expenses	\$276,535	\$250,658
Pentucket Capital Assessment	Expenses	\$2,224,874	\$2,238,018
Pentucket Base Assessment	Expenses	\$11,566,398	\$11,951,219
Total Education		\$14,729,189	\$15,163,828
Human Services			
Board of Health	Salaries	\$110,457	\$112,603
	Expenses	\$3,500	\$3,000
Council on Aging	Salaries	\$185,896	\$186,879
Veterans	Expenses	\$9,364	\$8,064
	Veterans Benefits	\$30,000	\$30,000
Total Human Services		\$339,217	\$340,546
Library			
	Salaries	\$249,275	\$283,216
	Expenses	\$95,037	\$93,259
Total Library		\$344,312	\$376,475
Debt Service	Expenses	\$298,351	\$294,763
Unclassified	Expenses	\$1,083,030	\$1,096,629
Total Expenditures		\$23,385,139	\$24,212,824

APPENDIX D

Fiscal Year 2026 Water and Sewer Department Budget Summary

Water Department	
Total Salaries:	\$380,168.75
Total Expenses:	\$1,361,764.61
Water Department Total:	\$1,741,934

Sewer Department	
Total Salaries:	\$162,978.09
Total Expenses:	\$575,934.54
Sewer Department Total:	\$738,913

APPENDIX E

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 F

Table of Motions

Reprinted from **Town Meeting Time**, by Johnson, Trustman and Wadsworth.

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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.

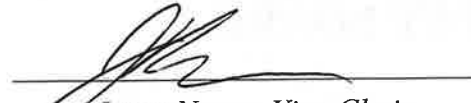
*** Unanimous if rule protects minorities; out of order if rule protects absentees.

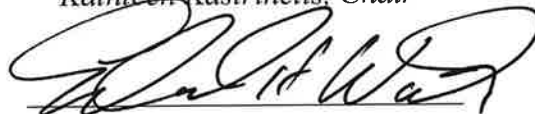
And you are directed to serve this Annual Town Meeting Warrant by posting attested copies thereof in said Town, one copy in each of the three parts of Town known as Savaryville, the Village, and South Groveland, fourteen (14) days at least before the time of holding said meeting.

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 7th day of April in the year of our Lord two thousand twenty-five.


Kathleen Kastrinelis, Chair


Jason Naves, Vice-Chair


Edward Watson, Select Board Member


Mark Parenteau, Select Board Member


Rebecca Beaucher, Select Board Member

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

Warrant posted 04/10/25

Warrant must be posted by April 14, 2025, (at least fourteen days prior to the April 28, 2025, Annual Town Meeting).

**TOWN OF GROVELAND
MASSACHUSETTS
2024-2025**

SELECT BOARD

Kathleen Kastrinelis, Chair
Jason Naves, Vice Chair
Edward Watson
Mark Parenteau
Rebecca Beaucher

TOWN ADMINISTRATOR

Rebecca Oldham

FINANCE BOARD

TERM EXPIRES

Melissa Baker, Chair	2027
William O’Neil, Vice-Chair	2026
Ruth Rivard, Secretary	2026
James Scanlon	2026
Adam Haywood	2025
Mark Huber	2026
Brian Cannizaro	2026
Alexander Wood (Alternate)	2026
Christopher Sanborn (Alternate)	2026