

TOWN REPORT

2021

Groveland, Massachusetts



This Annual Town Report was compiled by
the Offices of the Board of Selectmen and
Town Administrator
Town of Groveland
183 Main Street
Groveland, MA 01834
www.grovelandma.com

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Local Municipal Information and Statistics

- Groveland was settled in 1630, and was part of Rowley until 1675, then part of Bradford from 1675 until 1850
- Incorporated on September 9th, 1850 as “The Town of Groveland” (known as Groveland Day)
- Located in Essex County, Massachusetts (zip code 01834) (area code 978)
- Surrounding cities and towns include: West Newbury, Haverhill, Georgetown and Boxford, as well as the banks of the Merrimack River
- Total area is 9.4 square miles, land area is 8.9 square mi and water area is 0.5 square mi.
- Total miles of roadways: 44 miles
- The town consists of two precincts: Groveland and South Groveland
- The form of government consists of a 5-member Board of Selectmen and Open Town Meeting
- Schools include Dr. Elmer S. Bagnall Elementary School and Pentucket Regional Middle and High Schools
- Website: www.grovelandma.com

**ELECTED AND
APPOINTED
POSITIONS,
BOARDS AND
COMMITTEES**

TOWN OF GROVELAND
OFFICE OF THE TOWN CLERK, 183 MAIN ST
TEL: 978-556-7221 FAX 978-469-5006

Elected Town Boards and Officials at the start of Fiscal
2021 (July 1, 2020 through June 30, 2021)

Please contact the Town Clerk for a list of those who served

ASSESSOR

3 members, 3-year terms

CEMETERY COMMISSION

3 members, 3-year terms

HEALTH BOARD

3 members, 3-year terms

HOUSING AUTHORITY

5 members, 5-year terms

LIBRARY TRUSTEE

9 members, 3-year terms

LIGHT COMMISSION

3 members, 3-year terms

MODERATOR

1-year term

PLANNING BOARD

5 members, 5-year terms

SCHOOL COMMITTEE

3 members, 3-year terms

SELECTMEN

5 members, 3-year terms

TOWN CLERK

3-year term

WATER/SEWER COMMISSION

3 members, 3-year terms

Town of Groveland
ELECTED OFFICIALS 2021

BOARD OF ASSESSORS	Term Expires
WILLIAM H. DARKE	5/1/2022
N. DANA MOODY	5/1/2023

BOARD OF HEALTH	Term Expires
DEBORAH KADAR-HULL	5/1/2023
JAMES STEPANIAN	5/6/2024

BOARD OF LIBRARY TRUSTEES	Term Expires
JAY COLLINS	5/2/2022
MARY LOU COSTELLO	5/6/2024
JAN DEMPSEY	5/6/2024
ROBERT I DOWNEY	5/1/2023
JAMIE KOULOURAS	5/1/2023
ELAINE MEUSE	5/2/2022
KATHLEEN PRUNIER	5/2/2022
LAUREL PUCHALSKI	5/1/2023
LEONARD LEE THOMAS	5/6/2024

BOARD OF SELECTMEN	Term Expires
KATHLEEN KASTRINELIS	5/1/2023
DANIEL MACDONALD	5/6/2024
JASON NAVES	5/1/2023
WILLIAM G. O'NEIL	5/8/2022
EDWARD WATSON	5/6/2024

CEMETERY COMMISSION	Term Expires
VERNON N. COTTON	5/6/2024
RAYMOND S DOWER III	5/1/2022
MICHAEL KASTRINELIS	5/1/2023

ELECTRIC LIGHT COMMISSION	Term Expires
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MICHAEL CLOUTIER	5/6/2024
STEPHEN DANIELS	5/2/2022
SEAN LABELLE	5/1/2023

HOUSING AUTHORITY	Term Expires
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INGER BURKE	5/4/2023
ELAINE DAVEY	5/4/2026
ELIZABETH A. GORSKI	5/1/2024
KATHLEEN PRUNIER	5/1/2025

MODERATOR	Term Expires
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WILLIAM H. DARKE	5/2/2022
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PLANNING BOARD	Term Expires
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WALTER SORENSON	5/1/2023
JOHN STOKES III	5/2/2022

SCHOOL COMMITTEE	Term Expires
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EMILY M DWYER	5/1/2023
RICHARD C HODGES	5/2/2022
ASHLEY MCLAUGHLIN	5/6/2024

TOWN CLERK	Term Expires
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ELIZABETH CUNNIFF	5/2/2022
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WATER / SEWER COMMISSION	Term Expires
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JAMES M SHEEHAN	5/1/2023
JON C BELLINGER	5/2/2022
JONATHAN RIOPELLE	5/1/2023

Annually Appointed Town Officers at the start of Fiscal 2021 (July 1, 2020)

<u>Position</u>	<u>Name</u>
ADA Coordinator.....	Sam Joslin
Administrative Assistant Board of Selectmen.....	Katheryn Worden (start 8/4/2020)
Animal Control Officer.....	Stephen M. Sargent
Assessing Manager	Julie Yebba (start 9/28/2020)
Assistant Treasurer/Collector.....	Kaitlin Gilbert (resigned)
Assistant Treasurer/Collector Clerk.....	Michele Beegan (start 8/4/2020)
Assistant Treasurer/Collector.....	Michele Beegan (start 12/7/2020)
Building Inspector.....	Sam Joslin
Burial Agent.....	Elizabeth Cunniff
Dockmaster	Robert Raimondi
Dockmaster.....	Nicholas RC Toleos
Earth Removal Enforcement Officer/ Site Inspector.....	Renny Carroll
Emergency Management Director.....	Stephen M. Sargent
Assistant Emergency Management Director.....	Jeffery T. Gillen
Finance Director.....	Denise Dembkoski (resigned)
Finance Director (Interim).....	Kevin E. Paicos (start 10/26/2020)
Forest Fire Warden.....	Robert Valentine
Election Constable... ..	Dave Tuttle
Election Constable.....	Edward Reed
Harbormaster.....	Michael J. Vets

Health Agent.....Joseph Tevald, Interim Agent (resigned)

Health Agent..... Rosemary Decie (start 12/23/2020)

Health Nurse.....Claire Walsh (resigned)

Merrimack Valley Planning Commissioner..... Rebecca Oldham

Merrimack Valley Planning Commissioner Alternate.....Vacant

Plumbing/ Gas Inspector.....Gerald Viens (resigned)

 Assistant Plumbing/ Gas Inspector.....Richard K. Danforth

Right to Know Officer..... Vacant

Town Accountant..... Ellen Petrillo

Town Counsel... ..Kopelman and Paige, P.C.

Town Planner.....Rebecca Oldham

Veteran's Agent.....Michael Ingham

Wire Inspector.....Zaven Gostanian (resigned)

 Assistant Wire Inspector..... William Robitaille (resigned)

 Assistant Wire Inspector..... Thomas Tombarello (start 1/19/2021)

Wire Inspector.....Thomas Tombarello (start 3/10/2021)

Zoning Enforcement Officer... ..Sam Joslin

Appointed Town Boards and Committees at the start of Fiscal 2021 (July 1, 2020)

Affordable Housing Committee (5 members, 1 year terms)

- vacant, vacant, vacant, vacant, vacant

Board of Registrars (3 members, 3 year terms)

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

Cable TV Advisory Board (5 members, 1 year terms)

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

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

-vacant, vacant, vacant, vacant, vacant, Denise Dembkoski (ex-officio resigned) Kevin E. Paicos (ex-officio start 10/26/2020- end 5/31/2021)

Community Preservation Committee (6 members, 3 year terms)

-Edward Watson BOS, Elizabeth Gorski GHA, Linda Friel Historic, Michael Davis Open Space, Walter Sorenson Planning, Michael Dempsey ConCom

Conservation Commission (7 members, 3 year terms)

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

Council on Aging (5 members, 3 year terms)

-Kathryn Alesse, Dorothy DiChiara, Laurel Puchalski, Frank Sadowski, Anita Wright

Cultural Council (5 members, 6 year terms)

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

Dog Park Committee (5 members, 1 year terms)

-Carole Funchion, Jason Naves, Joanna Smart, Inez Steele, Daniel Vienneau

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

-Michael Dempsey, Elizabeth Gorski, Gregory Stark Jr., Kathleen Kastrinelis, Brian Connell, Lee Yang, Joanna Valhouli Davis

Finance Board (7 members, 3 year terms)

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

Groveland Day Committee (7 members, 1 year terms)

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

Historical Commission (5 members, 3 year terms)

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

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

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

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

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

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

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

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

-Chris Goodwin, John Stokes II, Jason Norman, Matthew Guy, Kathleen Franson (resigned) vacant (alternate), vacant (alternate)

ACCOUNTANT'S REPORT

TOWN OF GROVELAND, MASSACHUSETTS
Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2021
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups	All Fund Types
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long-term Debt	Total
<u>ASSETS</u>							
Cash and cash equivalents	1,075,665	5,446,966	26,552	6,013,238	3,265,351		15,827,772
Receivables:							
Personal property taxes	10,056						10,056
Real estate taxes	230,204	5,501					235,705
Allowance for abatements and exemptions	(360,526)						(360,526)
Betterments				126,791			126,791
Tax liens	521,196			5,242			526,437
Motor vehicle excise	122,383						122,383
User fees				206,212			206,212
Amounts to be provided - payment of bonds			181,685	3,045,000		3,135,000	6,361,685
Amounts to be provided - payment of easements			35,001				35,001
Amounts to be provided - deposit refunds				182,787			182,787
Total Assets	<u>1,598,977</u>	<u>5,452,467</u>	<u>243,239</u>	<u>9,579,269</u>	<u>3,265,351</u>	<u>3,135,000</u>	<u>23,274,303</u>
<u>LIABILITIES AND FUND EQUITY</u>							
Liabilities:							
Accounts payable							0
Warrants payable							0
Accrued payroll and withholdings	5,045						5,045
Other liabilities			35,001	182,787			217,788
Agency Funds							0
Deferred revenue:							
Real and personal property taxes	(120,266)	5,501					(114,766)
Betterments				126,791			126,791
Tax liens	521,196			5,242			526,437
Motor vehicle excise	122,383						122,383
User fees				206,212			206,212
Bonds payable			181,685	3,045,000		3,135,000	6,361,685
Total Liabilities	<u>528,357</u>	<u>5,501</u>	<u>216,686</u>	<u>3,566,031</u>	<u>-</u>	<u>3,135,000</u>	<u>7,451,575</u>
Fund Equity:							
Reserved for encumbrances	5,117	4,347		4,475			13,939

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups	All Fund Types
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long-term Debt	Total
Reserved for expenditures	161,500	627,500		81,600			870,600
Reserved for continuing appropriations	67,874	331,245		77,864			476,983
Reserved for petty cash	400			650			1,050
Reserved for System Development							0
Reserved for Sewer Capital Maintenance							0
Reserved for Habitat Mgmt Fund				18,454			18,454
Reserved for debt service			181,685				181,685
Reserved for premiums		44,957					44,957
Reserved Fund Balance			35,001	182,787			217,788
Designated: CPA Open Space		361,350					361,350
Designated: CPA Historical		139,307					139,307
Designated: CPA Community Housing		354,695					354,695
Designated: CPA Administrative Expense		57,466					57,466
Designated: Depreciation Fund				3,017,544			3,017,544
Designated: Stabilization Fund				1,171,396	1,905,868		3,077,265
Designated: OPEB Liability Fund				376,255	563,809		940,064
Undesignated fund balance	835,729	3,526,098	(190,134)	1,082,213	795,674		6,049,580
Unreserved retained earnings							0
Total Fund Equity	1,070,620	5,446,966	26,552	6,013,238	3,265,351	-	15,822,727
Total Liabilities and Fund Equity	1,598,977	5,452,467	243,239	9,579,269	3,265,351	3,135,000	23,274,303
	-	-	-	-	-	-	-

TOWN OF GROVELAND
COMBINED STATEMENT OF ACTIVITIES - ALL FUND TYPES AND ACCOUNT GROUPS
FOR THE FISCAL YEAR ENDED JUNE 30, 2021
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	All Fund Types
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Total
<u>REVENUES</u>						
Personal Property Taxes	375,137					375,137
Real Estate Taxes	15,915,302					15,915,302
Excise Taxes	1,110,202					1,110,202
Community Preservation Taxes		376,595				376,595
Penalties and interest on taxes	227,235					227,235
Payments in lieu of taxes	66,337					66,337
Charges for Services				7,846,312		7,846,312
Other Department Revenue	78,130					78,130
Licenses and Permits	138,637					138,637
Federal Revenue		830,948				830,948
State Revenue	875,802	350,093	280,295			1,506,190
Fines and Forfeitures	35,386					35,386
Miscellaneous Revenues	39,426	463,012		343,887	131,095	977,420
Earnings on Investments	10,197	12,494	8	592,772	218,578	834,049
Bond Proceeds			181,685			181,685
Other Financing Sources	15,412	352,558			175,000	542,970
Total Revenues	18,887,203	2,385,702	461,988	8,782,971	524,673	31,042,536
<u>EXPENSES</u>						
Salaries and Wages	3,104,551	226,830		1,163,209		4,494,590
Expenditures	13,859,357	1,097,243	296,867	5,702,270	109,265	21,065,002
Capital Outlay	216,182			175,810		391,992
Debt Service	376,379		181,685	348,581		906,645
Unclassified	1,433,134					1,433,134
Other Financing Uses	235,000	307,970				542,970
Total Expenses	19,224,603	1,632,043	478,552	7,389,870	109,265	28,834,333
Transfers, Net	(183,716)	58,716	-	-	125,000	-
<u>CHANGE IN NET POSITION</u>	(337,400)	753,659	(16,564)	1,393,101	415,408	2,208,204
<u>NET POSITION:</u>						
Beginning of Year	1,408,020	4,693,307	43,117	4,620,137	2,849,942	13,614,523
End of Year	\$ 1,070,620	\$ 5,446,966	\$ 26,552	\$ 6,013,238	\$ 3,265,351	\$ 15,822,727

**TOWN OF GROVELAND
GENERAL FUND APPROPRIATIONS VS. EXPENDITURES
FOR THE FISCAL YEAR ENDED 06/30/2021**

Line Item	Appropriated FY'21	Budgetary Transfers FY'21	Expended FY'21	Unexpended FY'21
GENERAL GOVERNMENT				
MODERATOR				
Stipend	100	-	-	100
1 Total Moderator Budget	\$ 100	\$ -	\$ -	\$ 100
SELECTMEN				
Selectmen's Stipend	7,500	(250)	3,000	4,250
Admin. Asst. Salary	-	5,000	5,000	-
2 Total Salaries	\$ 7,500	\$ 4,750	\$ 8,000	\$ 4,250
Town Audit	25,000	-	25,000	-
Reserve Fund	25,000	(5,000)	-	20,000
Association Fees	2,000	-	1,340	660
Town Reports	1,850	-	843	1,007
Minutes Clerk	3,000	-	1,015	1,985
Expenses	1,200	250	1,448	2
3 Total Expenses	\$ 58,050	\$ (4,750)	\$ 29,645	\$ 23,655
Total Selectmen	\$ 65,550	\$ -	\$ 37,645	\$ 27,905
FINANCE DEPARTMENT				
Finance Director's Salary (inc. T/C)	120,000	35,000	150,445	4,555
Asst. Treasurer/Collector's Salary	54,176	500	54,297	379
Treasury/Collection Clerk	22,770	(11,000)	11,358	412
Finance Director Car Allowance	1,300	-	475	825
4 Total Salaries	\$ 198,246	\$ 24,500	\$ 216,576	\$ 6,170
Tax Title Treasury/Collection	750	-	-	750
Education and Association Fees	3,000	-	2,010	990
Postage	16,000	2,000	14,990	3,010
Payroll Fees	4,800	-	4,708	92
Office Expense	3,000	-	3,000	-
Online Payment Fees	600	-	459	141
Personnel Expenses	500	-	338	162
5 Total Expenses	\$ 28,650	\$ 2,000	\$ 25,505	\$ 5,145
Total Finance Department	\$ 226,896	\$ 26,500	\$ 242,081	\$ 11,315
TOWN ACCOUNTANT				
Accountant's Salary	65,937	-	65,772	165
Office Expenses	1,500	-	888	612
Education and Association Fees	2,000	-	85	1,915
7 Total Town Accountant	\$ 69,437	\$ -	\$ 66,746	\$ 2,691
BOARD OF ASSESSORS				
Assessor's Stipends	1,500	-	1,000	500
Assessors' Manager's Salary	54,575	-	54,575	-
Assessors' - Assessing Manager Crossover Wages	5,425	-	2,507	2,918
8 Total Salaries	\$ 61,500	\$ -	\$ 58,082	\$ 3,418
Expenses	3,000	-	2,280	720
Revaluation Maintenance	40,000	-	36,800	3,200
Software & Licenses	7,250	-	6,950	300
Maps - Updating	7,000	-	6,793	207
9 Total Expenses	\$ 57,250	\$ -	\$ 52,823	\$ 4,427
Total Board of Assessors	\$ 118,750	\$ -	\$ 110,904	\$ 7,846
TOWN COUNSEL				
Legal Expense	65,000	(14,000)	27,705	23,295
10 Total Town Counsel	\$ 65,000	\$ (14,000)	\$ 27,705	\$ 23,295
TECHNOLOGY				
Computer Hardware Maint & Lic Fees	58,000	-	51,788	6,212
Hardware & Software Expense	5,000	-	3,653	1,347
11 Total Technology Department	\$ 63,000	\$ -	\$ 55,441	\$ 7,559
TOWN CLERK				
Town Clerk's Salary	61,261	-	61,261	-
Poll Workers	8,500	57	8,557	-
12 Total Salaries	\$ 69,761	\$ 57	\$ 69,818	\$ -
Election Expenses	8,058	-	7,993	65
Education Expenses	1,200	(990)	160	50
Office Expenses & Supplies	7,441	933	7,858	516
13 Total Expenses	\$ 16,699	\$ (57)	\$ 16,010	\$ 632
Total Town Clerk	\$ 86,460	\$ -	\$ 85,828	\$ 632
CONSERVATION COMMISSION				
Conservation Agent - Part-Time (TM Transfer)	13,566	(9,393)	4,172	1
Stipends	1,400	(1,400)	-	-
14 Total Salaries	\$ 14,966	\$ (10,793)	\$ 4,172	\$ 1
Expenses	3,240	10,793	14,032	1

Line Item	Appropriated FY'21	Budgetary Transfers FY'21	Expended FY'21	Unexpended FY'21
15 Total Conservation Commission	\$ 18,206	\$ -	\$ 18,204	\$ 2
PLANNING				
Planning Members' Stipends	1,800	-	-	1,800
Town Planner	49,550	-	49,550	-
16 Total Salaries	\$ 51,350	\$ -	\$ 49,550	\$ 1,800
Expenses	7,000	-	6,732	268
Merrimack Valley Planning Assessment	2,537	-	2,537	0
17 Total Expenses	9,537	-	9,268	269
Total Planning and Engineering	\$ 60,887	\$ -	\$ 58,818	\$ 2,069
ZONING BOARD OF APPEALS				
ZBA Administrator Stipend	4,000	-	4,000	-
Contracted Services & Expenses	500	-	-	500
18 Total ZBA	\$ 4,500	\$ -	\$ 4,000	\$ 500
MUNICIPAL BUILDINGS				
Custodian/Facilities Salaries	42,759	-	42,759	-
19 Total Salaries	\$ 42,759	\$ -	\$ 42,759	\$ -
Lawn & Grounds	17,000	-	14,056	2,944
Public Relations - Town Wide	7,200	-	7,200	-
Utilities	110,000	-	103,038	6,962
Copier Lease & Supplies	9,400	-	5,113	4,287
Town Decor (Winter & Spring)	6,500	-	5,014	1,486
Repairs & Maintenance	35,000	6,000	36,527	4,473
Supplies	13,500	(6,000)	2,648	4,852
20 Total Expenses	198,600	-	173,595	25,005
Total Municipal Buildings	\$ 241,359	\$ -	\$ 216,354	\$ 25,005
INSURANCE				
Property & Casualty Insurance	201,000	-	198,419	2,581
Employee Group Life Insurance	3,000	-	2,439	561
Employee Group Health Insurance	510,000	10,000	515,125	4,875
21 Total Insurance	\$ 714,000	\$ 10,000	\$ 715,983	\$ 8,017
TOTAL GENERAL GOVERNMENT	\$ 1,734,145	\$ 22,500	\$ 1,639,710	\$ 116,935
PUBLIC SAFETY				
POLICE DEPARTMENT				
Chief's Salary	138,063	-	138,063	-
Deputy Chief's/Lieutenant's Salary	91,575	-	91,226	349
Sargeant's Salary	238,447	-	238,447	-
Patrolmen's Salary	451,140	-	448,519	2,621
Communication Salary	281,976	-	271,384	10,592
Training	20,000	-	12,257	7,743
Reserves	89,608	-	87,561	2,047
Overtime	25,947	-	22,266	3,681
Education Incentives	97,759	-	97,759	-
22 Total Salaries	\$ 1,434,515	\$ -	\$ 1,407,481	\$ 27,034
Harbormaster Expenses	500	-	-	500
Expenses	3,762	-	3,279	483
Supplies	8,900	-	6,427	2,473
Vehicle Maintenance	11,000	-	10,132	868
Equipment Maintenance	20,697	-	20,697	-
Firearms	3,500	-	3,500	-
Clothing Allowance	16,450	-	15,367	1,083
Association Fees	2,500	-	1,789	711
Communication Expenses	3,200	-	1,702	1,498
Training	10,500	-	10,402	98
Fuel	26,500	-	18,699	7,801
23 Total Expenses	\$ 107,509	\$ -	\$ 91,993	\$ 15,516
Total Police	\$ 1,542,024	\$ -	\$ 1,499,475	\$ 42,549
PARKING CLERK				
Expense	500	-	-	500
24 Total Parking Clerk Budget	\$ 500	\$ -	\$ -	\$ 500
FIRE DEPARTMENT				
Chief's Salary	75,000	2,000	77,000	-
Firefighter Call Wages	116,280	55,500	171,776	4
Inspector's Salary	10,000	(3,400)	6,600	-
Mass Fire Academy Training	7,200	(60)	6,666	474
Company Reporting	7,000	-	7,000	-
Drill Wages	40,000	3,560	43,299	261
EMS Recertification	5,000	-	4,913	87
25 Total Salaries	\$ 260,480	\$ 57,600	\$ 317,253	\$ 827
Communications	8,000	-	7,874	126
Training Expense	3,000	-	2,884	116
Fire Equipment & Supplies	35,000	-	34,832	168
Fuel	8,000	-	7,726	274
Association Dues	3,400	-	2,500	900

Line Item	Appropriated FY'21	Budgetary Transfers FY'21	Expended FY'21	Unexpended FY'21
Annual Testing & Inspecting	20,000	1,400	21,398	2
Medical Supplies	3,000	-	2,407	593
Vehicle & Equipment Maintenance	20,000	-	19,576	424
26 Total Expenses	\$ 100,400	\$ 1,400	\$ 99,198	\$ 2,602
Total Fire	\$ 360,880	\$ 59,000	\$ 416,451	\$ 3,429
BUILDING DEPARTMENT				
Wiring Inspector	9,551	-	9,551	0
Plumbing & Gas Inspector	10,612	-	9,351	1,261
Building Inspector	50,915	-	50,915	-
27 Total Salaries	\$ 71,078	\$ -	\$ 69,817	\$ 1,261
Continuing Education	1,000	-	461	539
Materials	1,000	-	1,000	-
Reimbursements (Mileage & Cell Phone)	1,000	-	1,000	-
Permit Software Expense	7,500	-	7,110	390
Building Inspector Expenses	3,000	-	1,460	1,540
28 Total Expenses	\$ 13,500	\$ -	\$ 11,031	\$ 2,469
Total Inspectors	\$ 84,578	\$ -	\$ 80,848	\$ 3,730
EMERGENCY MANAGEMENT				
Director's Stipend	3,183	-	2,900	283
Expenses	1,044	-	1,000	44
29 Total Emergency Management	\$ 4,227	\$ -	\$ 3,900	\$ 327
TOTAL PUBLIC SAFETY	\$ 1,992,209	\$ 59,000	\$ 2,000,675	\$ 50,534
EDUCATION				
Pentucket Base Assessment	9,577,507	-	9,577,507	-
Pentucket Capital Assessment	1,472,758	-	1,472,758	-
Essex Tech	225,000	(45,000)	179,084	916
Whittier Vocational/Technical Assessment	762,024	(10,000)	737,271	14,753
30 Total Education	\$ 12,037,289	\$ (55,000)	\$ 11,966,620	\$ 15,669
TOTAL EDUCATION	\$ 12,037,289	\$ (55,000)	\$ 11,966,620	\$ 15,669
PUBLIC WORKS				
TREE WARDEN				
Expenses	25,000	-	25,000	-
31 Total Tree Warden	\$ 25,000	\$ -	\$ 25,000	\$ -
HIGHWAYS				
Highway Superintendent Salary	91,800	-	91,800	-
Highway Salaries	243,844	-	221,804	22,040
Sick day buy back (Contractual)	2,200	-	-	2,200
Highway Salary - Part Time	7,000	-	4,508	2,492
Overtime	16,000	-	14,442	1,558
32 Total Salaries	\$ 360,844	\$ -	\$ 332,555	\$ 28,289
Highway Expense	8,500	-	8,324	176
Front End Loader (Lease)	37,100	(370)	36,730	-
Snow & Ice Removal	225,000	370	225,369	1
Road Machinery Expense	55,000	-	54,798	202
Road Maintenance Expense	130,000	-	128,067	1,933
Highway Fuel Expense	13,500	-	12,145	1,355
33 Total Expense	\$ 469,100	\$ -	\$ 465,433	\$ 3,667
Total Highway	\$ 829,944	\$ -	\$ 797,988	\$ 31,956
RUBBISH COLLECTION				
Contract Administrator	11,682	-	11,682	-
Contract Expense	559,805	-	541,984	17,821
34 Total Rubbish Collection	\$ 571,487	\$ -	\$ 553,666	\$ 17,821
CEMETERY				
Commissioner's Stipend	450	-	-	450
Full Time Wages	52,020	-	52,020	-
Part Time Wages	11,850	-	8,749	3,101
Overtime	1,500	-	1,011	489
35 Total Salaries	\$ 65,820	\$ -	\$ 61,781	\$ 4,039
Supplies	3,000	-	2,843	157
Vehicle Fuel	1,500	-	1,500	-
Landscaping	800	-	422	378
Utilities	4,400	-	3,813	587
Equipment & Maintenance	4,000	-	3,252	748
Expenses	3,500	-	1,976	1,524
36 Total Expenses	\$ 17,200	\$ -	\$ 13,805	\$ 3,395
Total Cemetery	\$ 83,020	\$ -	\$ 75,586	\$ 7,434
TOTAL PUBLIC WORKS	\$ 1,509,451	\$ -	\$ 1,452,240	\$ 57,211

HUMAN SERVICES

Line Item	Appropriated FY'21	Budgetary Transfers FY'21	Expended FY'21	Unexpended FY'21
BOARD OF HEALTH				
Health Members' Stipends	900	-	300	600
Health Nurse Wages	12,496	(1,093)	9,374	2,029
Health/Sanitation Agent Wages	26,514	1,093	23,969	3,638
Part-time Clerk Wages	19,412	-	19,412	-
37 Total Salaries	\$ 59,322	\$ -	\$ 53,055	\$ 6,267
38 Expenses	2,750	-	1,082	1,668
Total Board of Health	\$ 62,072	\$ -	\$ 54,137	\$ 7,935
COUNCIL ON AGING				
Director's Salary	58,555	-	58,555	-
Program Coordinator	36,153	-	36,153	-
Outreach Worker	12,781	-	12,387	394
Part Time Van Driver	20,482	-	20,337	145
39 Total Salaries	\$ 127,971	\$ -	\$ 127,432	\$ 539
Vehicle Maintenance	5,000	(1,000)	3,445	555
Expenses	6,000	1,000	7,000	-
40 Total Expenses	\$ 11,000	\$ -	\$ 10,445	\$ 555
Total Council on Aging	\$ 138,971	\$ -	\$ 137,877	\$ 1,094
VETERANS				
Veterans' Agent Salary	9,022	-	7,412	1,610
Veterans' Benefits	36,500	(18,000)	17,528	972
41 Total Veterans	\$ 45,522	\$ (18,000)	\$ 24,940	\$ 2,582
TOTAL HUMAN SERVICES	\$ 246,565	\$ (18,000)	\$ 216,955	\$ 11,610
LIBRARY				
Library Director's Salary	66,028	-	66,016	12
Library Staff Wages	119,290	-	116,603	2,687
Part Time Wages	9,945	-	7,904	2,041
42 Total Salaries	\$ 195,263	\$ -	\$ 190,522	\$ 4,741
Library Materials	50,499	-	50,487	12
Technology	1,066	-	1,066	0
Programs	1,066	-	1,066	-
Dues	18,901	-	18,894	7
Training	2,132	-	2,132	-
Supplies	4,335	-	4,335	-
43 Total Expenses	\$ 77,999	\$ -	\$ 77,980	\$ 19
Total Library	\$ 273,262	\$ -	\$ 268,502	\$ 4,760
TOTAL LIBRARY	\$ 273,262	\$ -	\$ 268,502	\$ 4,760
DEBT SERVICE				
Administrative Fees	4,500	-	1,848	2,652
Principal	302,685	-	265,000	37,685
Interest	113,763	-	111,379	2,384
44 Total Debt	\$ 420,948	\$ -	\$ 378,226	\$ 42,722
TOTAL DEBT SERVICE	\$ 420,948	\$ -	\$ 378,226	\$ 42,722
UNCLASSIFIED				
Essex Country Retirement Contribution	580,962	-	580,962	0
Unemployment Compensation	3,000	-	1,660	1,340
Medicare Tax	66,000	(8,500)	47,377	10,123
OPEB Trust Fund (Other Post Employment Benefits)	85,000	-	85,000	-
Memorial Day Services	500	-	500	-
Sealer of Wights & Measures	750	-	750	-
Street Lighting	20,000	-	16,048	3,952
45 Total Unclassified	\$ 756,212	\$ (8,500)	\$ 732,296	\$ 15,416
TOTAL UNCLASSIFIED	\$ 756,212	\$ (8,500)	\$ 732,296	\$ 15,416
GRAND TOTAL	\$ 18,970,081	\$ -	\$ 18,655,225	\$ 314,856

**TOWN OF GROVELAND
WATER & SEWER DEPARTMENT APPROPRIATIONS VS. EXPENDITURES
FOR THE FISCAL YEAR ENDED 06/30/2021**

Line Item	Appropriated FY'21	Budgetary Transfers FY'21	Expended FY'21	Unexpended FY'21
WATER DEPARTEMENT				
Commissioner's Stipend	1,298	-	1,298	-
Superintendent's Salary	61,547	-	60,305	1,242
Office Manager's Salary	44,594	-	42,555	2,039
Laborers' Wages	142,484	-	118,553	23,931
Part-Time Help	12,600	-	9,973	2,627
Overtime	39,780	-	21,679	18,101
Retirement Pay Out	15,837	-	15,837	-
Total Salaries	\$ 318,139	\$ -	\$ 270,200	\$ 47,940
Expenses	335,784	-	266,258	69,526
Health	50,000	-	33,550	16,450
Retirement	70,420	-	70,420	-
ER Medicare	4,656	-	3,969	686
Emergency Funds	50,000	-	32,340	17,660
Bond Debt & Interest	284,925	-	284,925	-
Total Expenses	\$ 795,784	\$ -	\$ 691,462	\$ 104,323
Total Water Department	\$ 1,113,924	\$ -	\$ 961,661	\$ 152,262
SEWER DEPARTEMENT				
Commissioner's Stipend	556	-	556	-
Superintendent's Salary	26,377	-	25,845	532
Office Manager's Salary	19,299	-	19,299	-
Laborers' Wages	61,064	-	50,808	10,256
Part-Time Help	5,400	-	4,274	1,126
Overtime	10,035	-	7,369	2,667
Retirement Pay Out	6,787	-	6,787	-
Total Salaries	\$ 129,519	\$ 114,938	\$ 129,519	\$ 14,581
Expenses	104,865	-	85,423	19,443
Health	21,927	-	14,378	7,549
Retirement	35,210	-	35,210	-
ER Medicare	1,872	-	1,698	174
Bond Debt & Interest	63,656	-	63,656	-
Emergency Funds	25,000	-	-	25,000
Haverhill Wastewater	182,506	-	157,214	25,292
Haverhill Capital Bond	72,809	-	54,607	18,202
Total Expenses	\$ 507,845	\$ -	\$ 412,186	\$ 95,659
Total Sewer Department	\$ 637,365	\$ 114,938	\$ 541,706	\$ 110,240

TOWN OF GROVELAND
ANNUAL TOWN MEETING ARTICLE APPROPRIATIONS VS. EXPENDITURES
FOR THE FISCAL YEAR ENDED 06/30/2021

Line Item	Appropriated FY'21	Expended FY'21	Unexpended FY'21
ANNUAL TOWN MEETING 06/22/2020			
<u>Amounts Voted to be Raised & Appropriated:</u>			
Article 3: William R. Dewhirst, Jr. Post 7366, expenses for use and maintenance of meeting space	900	900	-
Total Amounts Raised & Appropriated	900	900	-
<u>Amounts Voted to be Appropriated from Conservation Fees:</u>			
Article 23: For Conservation Commission Salary	13,566	13,566	- *
Article 24: For Conservation Commission Expenses	1,846	1,846	- *
Total Conservation Fees Appropriated	15,412	15,412	-
<u>Free Cash Amounts Voted to be Appropriated:</u>			
Article 21: Bagnall Building Improvements	75,000	60,094	14,906
Article 21: Cemetery 4x4 Pickup Truck - F250	42,000	42,000	-
Article 21: Municipal Building Improvements	100,000	47,032	52,968
Article 21: Full Color Digital Board	17,000	16,152	848
Article 21: Highway 1-Ton Dump Truck	85,500	85,500	-
Article 21: Police Replacement of Line Cruiser	50,940	50,905	35
Article 32: Highway 8-Ton Truck Repairs	15,000	15,000	-
Total Free Cash Appropriations	\$ 385,440	\$ 316,683	\$ 68,757
<u>PEG Access/Cable Related Funds Voted to be Appropriated:</u>			
Article 26: PEG Access Cable Related Expenditures	150,000	92,568	57,432
Total PEG Access/Cable Related Funds Appropriations	\$ 150,000	\$ 92,568	\$ 57,432
<u>Community Preservation Funds Voted to be Appropriated:</u>			
Article 14: Parks & Recreation Operations Plan	20,000	10,000	10,000
Article 15: Pines Rec Dog Park	25,000	-	25,000
Article 16: Library Historic Document Mgmt System	24,277	-	24,277
Article 17: Recreational Boat House - Article Failed	-	-	-
Article 18: Community Trail Supplemental Funds	17,000	17,000	-
Article 19: Bagnall All-Inclusive Playground	325,000	324,870	130
Article 20: Vote to Reserve from CPA Funds to CPA Reserves			
the Following Amounts for Future Projects/Expenses:			
Admin Expenses	20,000	20,000	-
Open Space Reserves	50,000	50,000	-
Historic Resources Reserves	50,000	50,000	-
Community Housing Reserves	50,000	50,000	-
Total Community Preservation Fund Appropriations	581,277	521,870	59,407
Total All Voted Appropriations	\$ 1,133,029	\$ 947,433	\$ 185,596

* These amounts are also included in the General Fund Appropriations Vs. Expenditures
Schedule under General Government/Conservation Commission

**TOWN OF GROVELAND
STATEMENT OF INDEBTEDNESS
FOR THE FISCAL YEAR ENDED 06/30/2021**

Long Term Debt	Outstanding July 1, 2020	New Debt Issued	Debt Retirements	Outstanding June 30, 2021	Interest Paid in FY2021
Fire Truck	610,000		40,000	570,000	17,850
Police Console	80,000		80,000	-	800
Land, Center Street	2,710,000		145,000	2,565,000	90,113
Water	2,685,000		205,000	2,480,000	79,925
Sewer	610,000		45,000	565,000	18,656
Bagnall School Green Repair (QECB)	628,375		74,139	554,236	26,550 *
Bagnall School Addition	4,700,000		210,000	4,490,000	152,755 *
Middle/High School Fields	563,468		62,608	500,861	18,213 *
High School Auditorium	28,458		1,897	26,561	911 *
Middle School Roof & Boilers	225,000		12,500	212,500	7,000 *
New Middle/High School - 1st Borrowing	-	17,820,400	51,224	17,769,175	875,594 *
TOTAL Long Term Debt	12,840,302	17,820,400	927,368	29,733,333	1,288,367

Bond Anticipation Note (Short Term Borrowing)					
Purpose	Date of Vote	Article Number	Amount Authorized	- Issued - Retired - Rescined	= Unissued 6/30/2021
Highway Radios	4/30/2018	22	19,966	-	19,966
Police Radios	4/30/2018	22	20,203	-	20,203
Police Cruiser	4/30/2018	22	43,516	-	43,516
Fire EMS Vehicle	4/30/2018	22	65,000	-	65,000
Fire Radio System	4/30/2018	22	33,000	-	33,000
TOTAL Short Term Debt					181,685

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

TREASURER'S REPORTS

TRUST FUNDS
June 30, 2021

Library Trust Funds

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

Scholarship Trust Funds

	Non-Expendable	Expendable
<u>AL Wales Scholarship Fund</u>		
Balance on Hand June 30, 2020	\$2,044.68	\$709.94
Plus Interest		\$12.15
Less Award		
Balance on Hand June 30, 2021	\$2,044.68	\$722.09
 <u>George Mitchell Scholarship</u>		
Balance on Hand July 1, 2020	\$5,295.57	\$1,950.97
Plus Interest		\$31.97
Less Award		
Balance on Hand June 30, 2021	\$5,295.57	\$1,982.94

Cemetery Trust Funds

	Non-Expendable	Expendable
<u>Woodburn Nichols Fund</u>		
Balance on Hand July 1, 2020	\$5,354.58	\$3,130.81
Plus Interest		\$37.44
Plus Deposits		
Less Withdrawals		
Balance on Hand June 30, 2021	\$5,354.58	\$3,168.25
 <u>Perpetual Care</u>		
Balance on Hand July 1, 2020	\$307,417.62	\$37,860.52
Plus Interest		\$6,523.66
Plus Deposits		
Less Withdrawals		
Balance on Hand June 30, 2021	\$307,417.62	\$44,384.18

TRUST FUNDS
June 30, 2021

<u>Sale of Lots</u>	Non-Expendable	Expendable
Balance on Hand July 1, 2020		\$23,202.08
Plus Deposits		\$8,800.00
Less Withdrawals		(\$3,046.14)
Balance on Hand June 30, 2021		\$28,955.94
 <u>Langley Poor and Needy Fund</u>	 Non-Expendable	 Expendable
Balance on Hand July 1, 2020	\$78,675.88	\$206,581.34
Plus Interest		\$527.18
Balance on Hand June 30, 2021	\$78,675.88	\$207,108.52
 <u>Merrimack Park Fund</u>	 Non-Expendable	 Expendable
Balance on Hand July 1, 2020	\$1,669.80	\$2,906.96
Plus Interest		\$20.19
Balance on Hand June 30, 2021	\$1,669.80	\$2,927.15
 <u>Post War Rehabilitation Fund</u>	 Non-Expendable	 Expendable
Balance on Hand July 1, 2020	\$14,957.95	\$18,803.74
Plus Interest		\$150.41
Balance on Hand June 30, 2021	\$14,957.95	\$18,954.15

Respectfully Submitted:
Michele L. Beegan
Treasurer/Collector

ADDITIONAL INSERT

TRUST FUNDS June 30, 2021

Library Trust Funds

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

Scholarship Trust Funds

	Non-Expendable	Expendable
<u>AL Wales Scholarship Fund</u>		
Balance on Hand June 30, 2020	\$2,044.68	\$709.94
Plus Interest		\$12.15
Less Award		
Balance on Hand June 30, 2021	<u>\$2,044.68</u>	<u>\$722.09</u>
<u>George Mitchell Scholarship</u>		
Balance on Hand July 1, 2020	\$5,295.57	\$1,950.97
Plus Interest		\$31.97
Less Award		
Balance on Hand June 30, 2021	<u>\$5,295.57</u>	<u>\$1,982.94</u>

Cemetery Trust Funds

	Non-Expendable	Expendable
<u>Woodburn Nichols Fund</u>		
Balance on Hand July 1, 2020	\$5,354.58	\$3,130.81
Plus Interest		\$37.44
Plus Deposits		
Less Withdrawals		
Balance on Hand June 30, 2021	<u>\$5,354.58</u>	<u>\$3,168.25</u>
<u>Perpetual Care</u>		
Balance on Hand July 1, 2020	\$325,017.62	\$19,246.60
Plus Interest		\$717.58
Plus Deposits	\$8,800.00	
Less Withdrawals		(\$1,980.00)
Balance on Hand June 30, 2021	<u>\$333,817.62</u>	<u>\$17,984.18</u>

TRUST FUNDS
June 30, 2021

<u>Sale of Lots</u>	Non-Expendable	Expendable
Balance on Hand July 1, 2020		\$23,202.08
Plus Deposits		\$8,800.00
Less Withdrawals		(\$3,046.14)
Balance on Hand June 30, 2021		\$28,955.94
 <u>Langley Poor and Needy Fund</u>	 Non-Expendable	 Expendable
Balance on Hand July 1, 2020	\$78,675.88	\$206,581.34
Plus Interest		\$527.18
Balance on Hand June 30, 2021	\$78,675.88	\$207,108.52
 <u>Merrimack Park Fund</u>	 Non-Expendable	 Expendable
Balance on Hand July 1, 2020	\$1,669.80	\$2,906.96
Plus Interest		\$20.19
Balance on Hand June 30, 2021	\$1,669.80	\$2,927.15
 <u>Post War Rehabilitation Fund</u>	 Non-Expendable	 Expendable
Balance on Hand July 1, 2020	\$14,957.95	\$18,803.74
Plus Interest		\$150.41
Balance on Hand June 30, 2021	\$14,957.95	\$18,954.15

Respectfully Submitted:
Michele L. Beegar
Treasurer/Collector

Town of Groveland

Fiscal Year 2021 Salaries

<u>Employee</u>	<u>Department</u>	<u>Position</u>	<u>FY 2021 Gross Wages</u>
Alesse, Kathryn	Town Clerk	Poll Worker	\$ 489.50
Bartolo, Steven	Fire	Call Firefighter	\$ 4,035.95
Batista, Cynthia	Police	Dispatch	\$ 57,697.34
Beegan, Michele	Finance	Asst. Treasurer/Collector	\$ 33,962.96
Belfiore, Brian	Fire	Call Firefighter	\$ 17,514.98
Bellinger, Jon	Water & Sewer	Commisioner	\$ 618.00
Bentsen, Lori	Board of Health	Administrative Assistant	\$ 31,326.61
Bilo, Barbara	Police	Reserve Dispatch	\$ 6,508.12
Briscoe, Daniel	Fire	Captain	\$ 8,646.90
Brown Jr., Kerry	Fire	Call Firefighter	\$ 2,962.60
Burke, Nisha	Council of Aging	Program Coordinator	\$ 46,206.78
Burnell, Betty	Veterans	Clerical Support	\$ 2,951.04
Carlson, Brett	Cable	Cable Technician	\$ 846.60
Carriere, Amy Beth	Facilities	Custodian	\$ 607.50
Carroll, Renny	Highway	Highway Supervisor	\$ 91,396.80
Casoli, Maryann	Town Clerk	Poll Worker	\$ 511.50
Castonquay, Matthew	Summer Program	Director	\$ 2,790.38
Close, Jennifer	Town Clerk	Registrar	\$ 1,629.00
Cloutier, Michael	Light	Commisioner	\$ 1,000.00
Costa, Thomas	Water & Sewer	Laborer	\$ 70,604.52
Credit, Allen	Fire	Lieutenant	\$ 2,005.96
Credit, Suzanne	Town Clerk	Poll Worker	\$ 417.50
Cross, Kermit	Light	Board Member	\$ 1,000.00
Croteau, Marilyn	Light	Office Manager	\$ 79,498.92
Cummings, Joseph	Cemetary	Seasonal	\$ 5,291.25
Cunniff, Elizabeth	Town Clerk	Town Clerk	\$ 60,647.23
D'Angelo, Susan	Town Clerk	Poll Worker	\$ 847.50
Dalton, Jeffrey	Fire	Full-Time Firefighter	\$ 32,718.69
Danforth, Peter	Highway	Driver/Operator/Laborer	\$ 66,571.39
Darke, William	Assessor	Board Member	\$ 500.00
Decie, Rosemary	Board of Health	Health Agent	\$ 13,859.51
Decoste, Paul	Police	Reserve	\$ 4,823.24
Dembkoski, Denise	Finance	Finance & Personnel Director	\$ 56,759.00
Desrosiers Jr., Charles	Cemetary	Superintendent	\$ 53,251.80
Dichiara, Dorothy	Town Clerk	Poll Worker	\$ 682.00
Dusombre, Kenneth	Council of Aging	Van Driver	\$ 11,022.24
Elardo, Kyle	Police	Dispatch/Reserve	\$ 53,665.84
Ertos, Christopher	Police	Police Officer	\$ 76,455.80
Evans, David	Fire	Full-Time Firefighter	\$ 39,998.11
Evans, George	Fire	Call Firefighter	\$ 2,915.38
Evans, Lisa	Fire	Call Firefighter	\$ 8,310.59

Fandel, Emma	Library	Page	\$ 3,554.36
Ferrari, Gene	Finance	Treasurer Clerk	\$ 3,022.84
Fitzgerald, Kelsey	Library	Page	\$ 13,446.58
Flaherty, Hayden	Cemetary	Seasonal	\$ 472.50
Fornesi, Michael	Police	Reserve	\$ 8,801.40
Fournier, Edwin	Police	Police Officer	\$ 63,758.56
Franson, Sergei	Library	Assistant	\$ 10,028.61
Frederick, Maria	Town Clerk	Poll Worker	\$ 539.00
Gilbert, Kaitlin	Finance	Asst. Treasurer/Collector	\$ 37,294.21
Gilford, Tracy	Fire	Call Firefighter	\$ 9,093.86
Gillen, Jeffrey	Police	Police Chief	\$ 137,211.36
Gorski, Eric	Police	Police Sergeant	\$ 94,920.02
Gosbee, Judith	Town Clerk	Poll Worker	\$ 385.00
Gostanian, Zaven	Building	Wiring Inspector	\$ 7,163.20
Gray III, Phillip	Fire	Call Firefighter	\$ 3,690.26
Greaney, Mary	Town Clerk	Poll Worker	\$ 3,493.00
Greene IV, William	Highway	Foreman/Mechanic/Operator	\$ 91,550.71
Greer, Garrett	Police	Reserve	\$ 50,757.09
Grugnale, Christen	Fire	Call Firefighter	\$ 8,087.12
Guy, Matthew	Fire	Call Firefighter	\$ 3,013.84
Headley, Brian	Fire	Call Firefighter	\$ 5,120.30
Hendry, Connor	Fire	Call Firefighter	\$ 467.79
Hendry, Kevin	Fire	Call Firefighter	\$ 4,453.12
Henriquez, Joel	Police	Reserve	\$ 35,211.98
Hicks, Jennifer	Fire	Call Firefighter	\$ 5,678.91
Hodges, Marion	Town Clerk	Poll Worker	\$ 1,126.00
Hoffman, Robert	Fire	Call Firefighter	\$ 1,341.88
Hohenstein, Mary	Library	Page	\$ 1,323.00
Ingham, Michael	Veterans	Veterans Agent	\$ 4,461.12
Issa, Fadi	Fire	Call Firefighter	\$ 2,337.00
Joslin, Samuel	Building	Building Inspector	\$ 54,805.17
Kadar-Hull, Deborah	Board of Health	Board Member - Chair	\$ 300.00
Karp, Heather	Library	Assistant	\$ 1,961.79
Kelley, James	Light	Laborer	\$ 120,808.76
Kershaw, Kevin	Cemetary	Seasonal	\$ 2,301.38
Klosowski III, William	Light	Laborer	\$ 106,372.42
Kotuli, Jamie	Water & Sewer	Laborer	\$ 78,960.84
L'Italien, Christopher	Police	Police Officer	\$ 97,146.10
LaBelle, Sean	Light	Board Member	\$ 1,000.00
LaSala Jr, Tristen	Fire	Call Firefighter	\$ 4,601.20
Lawless, Michael	Fire	Call Firefighter	\$ 6,575.44
LeBlanc, Laurie	Town Clerk	Poll Worker	\$ 1,733.50
Lees, Mali	Water & Sewer	Administrative Assistant	\$ 10,921.50
Lepore, Darcy	Library	Director	\$ 65,715.08
Liquori, Chris	Cable	Adminstrator	\$ 29,386.06
Longo, Hannah	Library	Page	\$ 3,109.88
Lucier, William	Fire	Call Firefighter	\$ 4,749.12

Manning, Jeffrey	Fire	Call Firefighter	\$ 1,243.34
McCabe, Meghan	Library	Child/Youth Librarian	\$ 36,716.84
McDonald, Dwight	Police	Lieutenant	\$ 112,306.43
McMains, Joseph	Police	Police Officer	\$ 74,428.01
McPherson, Steven	Facilities	Cooridnator	\$ 46,200.80
Meagher, Michael	Board of Health	Board Member	\$ 300.00
Merrill III, Stephen	Fire	Call Firefighter	\$ 9,935.73
Merrill Jr., Stephen	Fire	Call Firefighter	\$ 17,731.71
Moody Sr., Neil	Assessor	Board Member	\$ 500.00
Moyer, Bret	Police	Dispatch/Reserve	\$ 9,116.70
Munoz, Debra	Police	Reserve Dispatch	\$ 22,839.21
Nakanishi, Susan	Library	Adult Services Librarian	\$ 37,605.74
Neenan, Michael	Fire	Call Firefighter	\$ 2,773.21
Nolan, Janet	Town Clerk	Poll Worker	\$ 511.50
O'Neil, William	Selectman's Office	Selectman	\$ 1,500.00
Oldham, Rebecca	Planning	Town Planner	\$ 85,155.35
Paicos, Kevin	Finance	Interim Finance Director	\$ 38,665.00
Parenteau, Mark	Highway	Driver/Operator/Laborer	\$ 65,017.94
Pekarski, Katelyn	Police	Dispatch	\$ 50,478.00
Pennie, Patrick	Fire	Call Firefighter	\$ 2,251.32
Petrillo, Ellen	Finance	Town Accountant	\$ 80,297.62
Petrone, Steven	Police	Police Sergeant	\$ 100,601.68
Pierce, Paul	Police	Reserve	\$ 728.28
Polizzotti, Robert	Highway	Gate Keeper	\$ 630.00
Potter, Ana	Town Clerk	Poll Worker	\$ 44.00
Puchalski, Laurel Beth	Town Clerk	Poll Worker	\$ 132.00
Quintiliani, Lynn	Electric	Clerical Support	\$ 68,594.08
Reed, Edward	Highway	Gate Keeper	\$ 3,840.00
Rhudick, Kenneth	Electric	Driver/Operator/Laborer	\$ 113,544.19
Richards, Robert	Police	Reserve	\$ 636.28
Richardson, Harley	Highway	Driver/Operator/Laborer	\$ 42,620.66
Riley, Heather	Police	Police Sergeant	\$ 101,961.87
Riopelle, Jonathan	Water & Sewer	Commisioner	\$ 618.00
Rivard, Ruth	Town Clerk	Poll Worker	\$ 582.50
Rogers, Patricia	Water & Sewer	Manager	\$ 35,703.08
Ruchala, Kurt	Fire	Assistant Chief	\$ 9,584.08
Ryan, Eric	Police	Police Sergeant	\$ 117,983.16
Samler, Linda	Board of Health	Public Health Nurse/Contact Tracer	\$ 3,150.00
Sanborn, Adam	Police	Police Officer	\$ 87,107.39
Santapaola, Joseph	Fire	Lieutenant	\$ 25,932.30
Sapienti, Frank	Council of Aging	Van Driver	\$ 9,009.57
Sargent, Stephen	Police	Police Sergeant	\$ 70,812.16
Saunders, Ronald	Light	Laborer	\$ 128,707.34
Sheehan, James	Water & Sewer	Board Member	\$ 618.00
Silva, Matthew	Water & Sewer	Laborer	\$ 50,530.98
Sindoni, Joshua	Police	Police Officer	\$ 86,636.25
Slattey, Frances	Town Clerk	Poll Worker	\$ 1,412.50

Snow, Kevin	Light	General Manager	\$ 153,730.88
Stanton, Lynne	Council of Aging	Director	\$ 71,082.10
Stokes, Colin	Water & Sewer	Superintendent	\$ 88,047.56
Tevald, Joseph	Board of Health	Health Agent	\$ 14,793.90
Tibbetts, Gerard	Highway	Gate Keeper	\$ 1,022.00
Tombarello Jr, Thomas	Building	Electric Inspector	\$ 2,387.73
Torres, Heather	Water & Sewer	Manager	\$ 51,268.50
Towler, Lauren	Library	Assistant	\$ 16,682.79
Tricoche Jr, Israel	Cemetary	Seasonal	\$ 290.25
Tuttle, David	Town Clerk	Poll Worker	\$ 1,455.50
Tuttle, Evelyn	Town Clerk	Poll Worker	\$ 1,895.50
Valentine, Robert	Fire	Fire Chief	\$ 76,424.38
Vallone, Kristopher	Fire	Call Firefighter	\$ 6,766.83
Viens, Gerald	Building	Plumbing Inspector	\$ 8,401.22
Walsh, Claire	Board of Health	Public Health Nurse	\$ 17,663.57
Webster, Debra	Assessor	Manager	\$ 29,981.59
Wilson-Crockett, Ann Marie	Town Clerk	Poll Worker	\$ 44.00
Wood, Michael	Selectman's Office	Selectman Chair	\$ 1,500.00
Worden, Katheryn	Selectman's Office	Administrative Assistant	\$ 19,931.00
Worden, Madison	Finance	Clerk	\$ 2,643.50
Yagual, Maria	Council of Aging	Outreach Coordinator	\$ 13,744.00
Yebba, Julie	Assessor	Manager	\$ 38,080.00
York, Richard	Fire	Call Firefighter	\$ 18,794.29
Young, Kathryn	Town Clerk	Poll Worker	\$ 517.00

TOWN CLERK'S REPORT

TOWN CLERK**CALENDAR YEAR 2021 VITALS**

VITALS	TOTAL	MALES	FEMALES
BIRTHS	42	20	22
DEATHS	63	31	32
MARRIAGES INTENTIONS	20		
REGISTERED MARRIAGES	19		
 DOG LICENSES ISSUED	 571		

POPULATION AND VOTER TOTALS AS OF 12/30/2021

GROVELAND POPULATION	6326
REGISTERED VOTERS	4519

FISCAL YEAR REPORT PERIOD

ELECTIONS	DATES
STATE PRIMARY	9/1/2020
PRESIDENTIAL ELECTION	11/3/2020
SPECIAL TOWN MEETING	5/24/2021
ANNUAL TOWN MEETING	5/24/2021
ANNUAL TOWN ELECTIONS	5/3/2021

FINANCE BOARD REPORT

Town of Groveland
Finance Board Report to the Annual Town Meeting
Fiscal 2021 Budget

This report presents a summary of important information and recommendations related to Groveland's budget for the Fiscal Year 2021.

Our responsibility as the Groveland Finance Board is to consider all affairs and issues of the town which are included in town meeting warrants, to consider the question of the town's obligation, the administration of various departments, and make recommendations to the town by a majority vote of our members present. During this year as a Finance Board, we strove to continue to improve the scope of our review and recommendations as advisory board on all things financial which concern our town. We are taxpayers just as you are and we undertook our responsibility to review the budgets and articles being presented to the Annual Town Meeting with a seriousness and desire to ensure all financial issues were reviewed openly, carefully, and completely.

We met monthly during the Summer and Fall and then transitioned to bimonthly meetings in order to meet with as many of the departments and committees submitting budgets and articles as was possible.

While the town's obligation to education continues to represent the majority of our annual budget at 64%, we worked carefully to balance the remaining funds over our town's present and future needs.

Overall, we continue to focus on three primary goals:

- 1) To recommend a balanced budget to the town meeting.
- 2) To strengthen the town's fiscal position by increasing reserves in the town's stabilization accounts.
- 3) To make payments to offset the deficit in the town's Other Post-Employment Benefits (OPEB) account.

Our recommendations to this year's town meeting accomplish these goals. Additionally, we made recommendations to invest in and maintain the town's capital equipment.

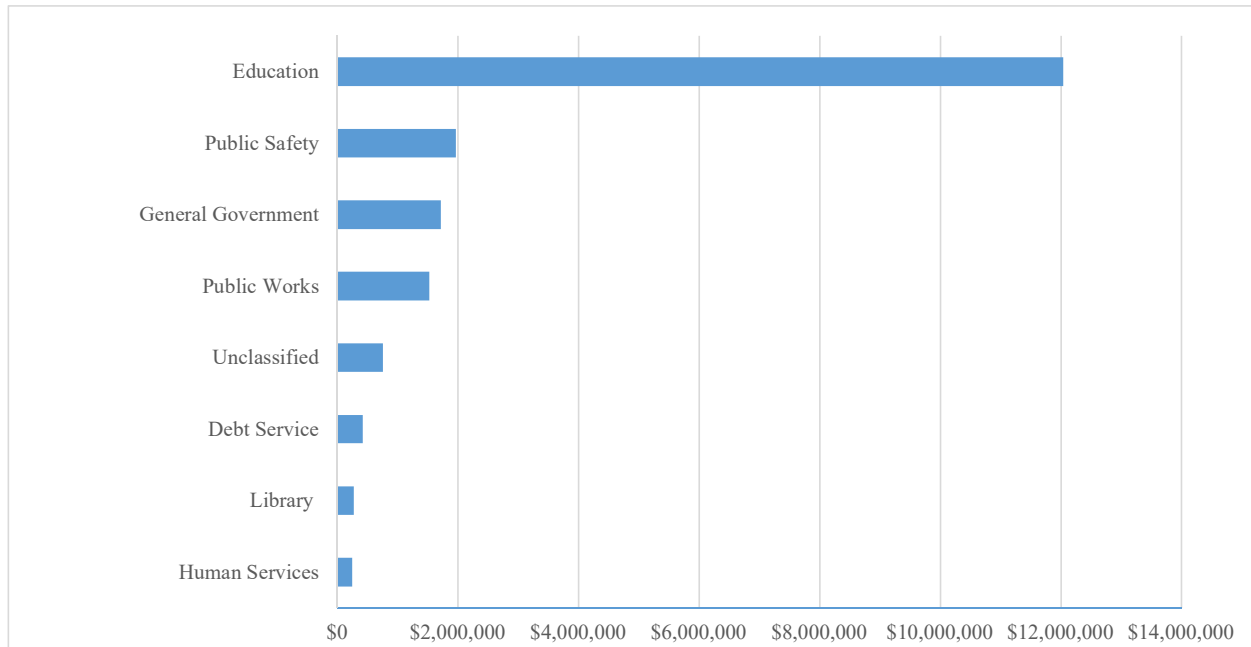
We thank all town employees and volunteers for their commitment to our town. As a Finance Board, we appreciate and value the opportunity to be of service to our community. We encourage everyone to find their own way to be involved in supporting and advancing the numerous worthwhile endeavors available. Explore our website, www.grovelandma.com, for information on services available, volunteer opportunities, and community news.

Representing you as Members of the Finance Board are:

James Scanlon, Chairman
Ruth Rivard, Secretary
Theresa Dunn
Melissa Baker
Susan Yaskell, alternative member

How Tax Dollars Are Spent

Budget Category	Recommended Fiscal 2021	Percentage of Operating Budget
General Government	\$1,718,733	9.07%
Public Safety	\$1,965,982	10.38%
Education	\$12,037,289	63.55%
Public Works	\$1,522,670	8.04%
Human Services	\$246,565	1.30%
Library	\$271,779	1.43%
Debt Service	\$420,948	2.22%
Unclassified	\$756,212	3.99%
Total Recommended Budget	\$18,940,178	100.00%



Finance Board recommendations on Capital Improvements

As part of the budget review, the Finance Board carefully reviewed all proposals being submitted to the Annual Town Meeting as capital requests. Capital requests are defined as expenditures for items that cost at least \$10,000, have a useful life of 3 years or more, and for which the town is authorized to borrow. Capital purchases may be funded in one of 3 ways: within the tax rate, through borrowing either within the tax rate or through an exclusion, or with available funds, either free cash or capital stabilization. The table below lists the capital articles on this year's warrant as well as the method of funding and the Finance Board recommendation.

Article	Description	Requested Amount (\$)	Method of Funding	Explanation	Finance Board Recommendation
21	Capital Upgrades at Bagnall School	\$75,000	Free Cash	To make necessary upgrades and repairs to the Bagnall School building	\$75,000
21	Cemetery Pickup Truck	\$42,000	Free Cash	To purchase a new 4x4 pickup truck for the cemetery	\$42,000
21	Municipal Building Improvements	\$100,000	Free Cash	To make necessary upgrades to the town facilities	\$100,000
21	Full Color Digital Board	\$17,000	Free Cash	To replace the bulletin board at Town Hall	\$17,000
21	1-Ton Highway Dump Truck	\$85,500	Free Cash	To replace a 1-Ton Truck for the Highway	\$85,500
21	Replacement of a Police Cruiser	\$50,940	Free Cash	One police cruiser is replaced on an annual basis	\$50,940
	TOTAL	\$ 370,440			\$370,440

Finance Board Recommendations for Contributions to Town Reserve Accounts

The table below summarizes our town's progress towards strengthening its fiscal position by increasing reserves in the town's Stabilization Funds. The overall goal is moving towards maintaining reserves of at least 10% of our operating budget to ensure the town's ability to maintain town services in the event of unforeseen financial costs.

This table also shows our continued progress to make payments to offset the significant deficit in the town's retirement fund identified by town auditors. Projections show our town's OPEB (Other Post-Employment Benefits) obligation is \$5,731,428 (inclusive of the enterprise funds).

Town Reserve Accounts	Amount Contributed FY2020	Amount Recommended FY2021	New Balance (if recommendations are approved) **	Percent of Operating Budget
OPEB	\$85,000	\$85,000	\$481,637	
Stabilization	\$75,000	\$100,000	\$1,551,394	
Capital Stabilization	\$50,000	\$75,000	\$361,389	
Total Reserves			\$2,394,420	12.64%

** Includes interest income through March 2020.

Finance Board recommendations on CPA Articles

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

Article	Description	Requested Amount (\$)	Finance Board Recommendation	Explanation
14	Preparing a Parks and Recreation Operations Plan	\$ 20,000		Work to be done by the Town Planner
15	Establishing a new dog park	\$ 25,000		This would provide 10% required match towards a grant for the full project
16	Install a historic document management system at Langley Adams Library	\$ 24,277		To preserve and protect the historic documents, photos, and files stored at the library.
17	To Build a recreational Boat House at the Pines	\$ 130,000		Build a 70 x 25 foot boat house to store rowing skulls
18	Supplement funds to complete the 100% design phase of the Community Trail	\$ 17,000		These funds will be used to complete the 100% design phase of the trail.
19	Purchase and install a fully inclusive new playground at the Bagnall School	\$ 325,000		Purchase and install new playground
		TOTAL RECOMMENDED		



TOWN OF GROVELAND

COMMONWEALTH OF MASSACHUSETTS

FINANCE BOARD

REPORT TO THE 2021 ANNUAL TOWN MEETING

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Finance Board Report to the Annual Town Meeting

This was a unique year. The pandemic, coupled with the departure of our town's Finance Director, created rare challenges. We are immensely proud of, and grateful to, our town employees, our school employees, our various board members, and the great many volunteers who banded together to support Groveland. We remain "the little town that could".

As a Finance Board, we carefully research and discuss the costs and benefits of financial decisions related to town and employee planning, capital expenditures, and investments. This year's planning centered around two noteworthy subjects; the Pentucket education assessment, and Groveland's government structure.

Groveland's Education Budget, which comprises 65% of this year's operating budget, continues to be by far the largest budget category. It is important to note that the Pentucket assessment increased by an unexpected and unprecedented \$640,866, outside of capital assessment debt exclusion. To offset this large blow to our operating budget, the Governor has allowed a one-time \$250,911 grant toward our assessment which the school and the town has agreed to. In considering next year's budget, we must remain fiscally responsible and prudent, as we cannot expect with certainty this aid next year and going forward.

For many years, the Board of Selectmen and town stakeholders have been contemplating whether our Town should move from a Finance Director to a Town Administrator form of government. This year, a committee was formed and substantial time and attention went into researching this important issue. The Government Study Committee's recommendation to transition to a Town Administrator government will be part of this year's Annual Town Meeting.

Despite this year's challenges, we appreciate and value the opportunity to serve our Town. The following report highlights some of the discussions and decisions recommended this year. We proudly look forward to working together toward seeing our Town continue to evolve, to increase revenue, to support competitive while equitable wages, while thoughtfully recommending a balanced budget and long term financial stability on behalf of all taxpayers and stakeholders of the Town of Groveland.

Representing you as members of the Groveland Finance Board are:

Ruth Rivard, Chairman
Melissa Baker, Secretary
Theresa Dunn
Sarah McGrath
Susan Yaskell, alternate member

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Groveland Finance Board Letter Supporting Town Administrator

By a unanimous vote, The Finance Board supports the Government Study Committee's recommendation to restructure our town under the guidance of a Town Administrator.

Like our local counterparts, Groveland is a vibrant community fortunate to be experiencing continued growth. Our town's annual operating budget has grown to over \$20 million. It is no longer reasonable nor prudent to expect elected volunteers of our town to manage this budget, and staff, through bi-weekly after-work meetings. Rather, it is time to join the vast majority of municipalities in Massachusetts and move to hiring a Town Administrator to manage, under the direction and oversight of the Board of Selectmen, the daily operations of our Town.

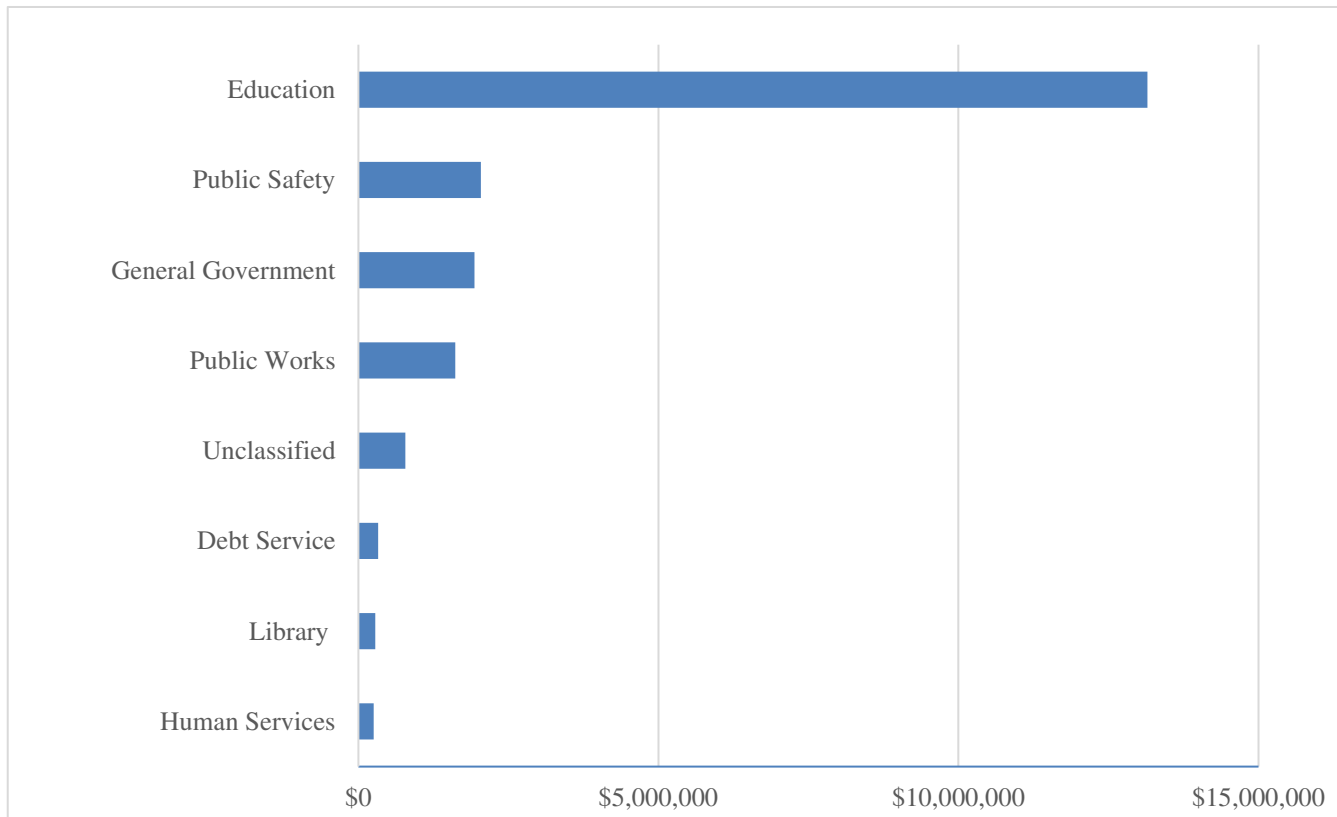
The Town's government format has been under discussion for many years. In fact, a town survey dating back to late 2018 indicated 62% of respondents were in favor of a Town Manager/Administrator. In early 2020, the Board of Selectmen convened a committee to study this topic. The individuals comprising the Government Study Committee collectively represent over 35 years of experience in municipal government service including Board of Selectmen, Finance Board, Water and Sewer Commissioners, Ad Hoc Task Groups, and municipal law. After a year of exhaustive work and analysis, stakeholder surveys, and public meetings, the committee submitted to this year's Annual Town Meeting an article to restructure our town under the guidance of a Town Administrator.

The Finance Board has direct experience in the complexities of town government. We feel strongly that the operations of our town, coupled with the increasingly complex legal, compliance, statutory, and fiduciary obligations of a municipality need to be managed on a daily basis by a qualified, credentialed professional. We believe that this change will not detract from, but will rather embrace improved opportunity for community input to the town. Volunteer opportunities will become more reasonable for town residents, rather than requiring unrealistic time, knowledge, and credentials.

As a Finance Board, we proudly serve our town with a strong sense of responsibility. We dedicate a substantial amount of time and effort to ask questions, research matters, and make careful recommendations to the Annual Town Meeting. **We value your trust and we urge you to vote IN FAVOR OF Articles 4 and 5, bringing a Town Administrator to Groveland.**

How Tax Dollars Are Spent

Budget Category	Recommended Fiscal 2022	Percentage of Operating Budget
General Government	\$1,934,367	9.49%
Public Safety	\$2,040,617	10.01%
Education	\$13,150,704	64.52%
Public Works	\$1,613,583	7.92%
Human Services	\$252,988	1.24%
Library	\$278,975	1.37%
Debt Service	\$328,463	1.61%
Unclassified	\$783,051	3.84%
Total Recommended Budget	\$20,382,748	100.00%



Finance Board recommendations for contributions to Town Reserve Accounts

The table below summarizes our town's progress towards strengthening its fiscal position by increasing reserves in the town's Stabilization Funds. The overall goal is moving towards maintaining reserves of at least 10% of our operating budget to ensure the town's ability to maintain town services in the event of unforeseen financial costs.

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

Town Reserve Accounts	Amount Contributed FY2021	Amount Recommended FY2022	New Balance (if recommendations are approved) **	Percent of Operating Budget
OPEB	\$85,000	\$85,000	\$686,025	3.4%
Stabilization	\$100,000	\$0	\$1,542,692	7.6%
Capital Stabilization	\$75,000	\$0	\$337,042	3.4%
Total Reserves			\$2,565,759	12.6%

** Includes interest income through June 30, 2020 audit

Finance Board recommendations for Free Cash Appropriations

FY22 Appropriations from Free Cash

Begin

Balance:	FY20 Free Cash	\$	217,320
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		Recommended
Article No.	Purpose	Amount
	Replacement of Police Cruiser	\$51,500
	COA Handicapped Accessible Van	\$60,000
Total		\$ 111,500

Remaining Free Cash	\$105,820
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Finance Board recommendations on Capital Improvements

As part of the budget review, the Finance Board carefully reviewed all proposals being submitted to the Annual Town Meeting as capital requests. Capital requests are defined as expenditures for items that cost at least \$10,000, have a useful life of 3 years or more, and for which the town is authorized to borrow. Capital purchases may be funded in one of 3 ways: within the tax rate, through borrowing either within the tax rate or through an exclusion, or with available funds, either free cash or capital stabilization.

The only Capital Improvement recommendations made at this time are the two recommended Free Cash expenditures. This was a decision made in conjunction with the Board of Selectmen to carry forward the conservative planning we believe to be prudent during the pandemic. Further, the American Rescue Plan will allocate monies to municipalities in two blocks, one in 2021 and the other in 2022. This will make substantial funds available to the town, and accordingly we did not find it responsible to borrow for capital, nor allocate all of our free cash, for capital improvements at this time.

The Capital Improvement recommendations are summarized as follows:

Article	Description	Requested Amount (\$)	Method of Funding	Explanation	Finance Board Recommendation
22	Replacement of a Police Cruiser	\$51,500	Free Cash	One police cruiser is replaced on an annual basis	\$51,500
30	Replacement of Council on Aging Van	\$60,000	Free Cash	Replace ten year old accessible lift van to provide reliable transportation	\$60,000
	TOTAL	\$ 111,500			\$111,500

Finance Board recommendations on Community Preservation Articles

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

Article	Description	Requested Amount (\$)	Finance Board Recommendation	Explanation
13	Mill Pond Phase I clean-up and land survey.	\$21,000	\$21,000	Revitalization of a town-owned parcel for recreational use.
14	Funding for the Groveland Housing Authority Buy-down.	\$408,000	\$408,000	Creates a fund to help income eligible households buy a home and fund the GHA to operate the program.
15	Establishes a new Cross-Town recreational trail.	\$18,000	\$18,000	Connects several existing trails to create a new recreation/health opportunity for Town residents.
16	100% design completion of Groveland Community Trail.	\$97,000	\$97,000	Funds to bring the design of this trail to completion for \$3M of construction funds to be provided by MassDOT.
17	Completion of an accessible bathroom and new ramp at Veasey Park.	\$31,000	\$31,000	Bathroom and ramp improvements for better accessibility.
18	Installation of fencing at Riverview Cemetery.	\$24,000	\$24,000	Fencing between cemetery and Billis Way housing development.
19	Removal of weeds at Johnson's Pond.	\$28,500	\$28,500	Removal of invasive species weeds from Johnson's Pond.

**SPECIAL AND
ANNUAL TOWN
MEETING
WARRANTS AND
MINUTES**



Town of Groveland

2021 Special Town Meeting Warrant

COMMONWEALTH OF MASSACHUSETTS

Special Town Meeting: Monday, May 24, 2021

Essex, ss:

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

Greetings:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the **Special Town Meeting to meet at the Dr. Elmer S. Bagnall School, 253 School Street, Groveland, MA on Monday, May 24, 2021 @ 6:30 p.m.** to act upon or take any other action relative thereto on the following Articles

A moment of silence was offered for the passing of former Groveland resident Debra Young.

Special Town Meeting opened at 7:04 PM, May 24, 2021

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ARTICLE 1: To see if the Town will vote to transfer Forty-five thousand dollars, \$45,000 from Essex Technical S, 1001-301-58830-058, to Firefighter Call Wages, 1001-133-51110-051; or take any other action relative thereto.

Submitted by the Board of Selectmen

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMEND: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 - Unanimous so declared the moderator

ARTICLE 2: To see if the Town will vote to transfer ten thousand dollars, \$10,000, from Whittier Vocational/Tech Assessment, 1001-301-58831-058, to Employee Health Group Health Insurance, 1001-193-54000-054; or take any other action relative thereto.

Submitted by the Board of Selectmen

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMEND: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021- Unanimous so declared the moderator

Special Town Meeting concluded at 7:08 PM, May 24, 2021



TOWN OF GROVELAND

2021 TOWN MEETING WARRANT AND 2021 ANNUAL TOWN ELECTION WARRANT

COMMONWEALTH OF MASSACHUSETTS

Town Meeting: Monday, May 24, 2021

Town Election: Monday, May 3, 2021

Essex, ss:

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

GREETINGS:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the **Annual Town Meeting to meet at the Dr. Elmer S. Bagnall School, 253 School Street, Groveland, MA on Monday, May 24, 2021 @ 7:00 P.M.** to act upon or take any other action relative thereto on the following Articles.

Also for those qualified to vote in the **Annual Town Election** to meet in their voting precinct at **Town Hall, 183 Main Street Groveland, MA on Monday, May 3, 2021 between the hours of 7:00 A.M. and 8:00 P.M.** which calls for the election of Town Officials.

Annual Town Meeting opened at 7:09 PM, May 24, 2021

2021
ANNUAL TOWN MEETING TABLE OF CONTENTS

Summary of Revenue and Expenditures GENERAL ARTICLES

- Article 1 Authorize Petition for Chapter 90 Funds**
Article 2 Authorize Transfer Chapter 90 Funds
Article 3 Authorize supplemental appropriations

GENERAL BYLAW ARTICLES

- Article 4 Authorize the General Court to repeal Groveland General By-law Article III, Finance and Taxation, Sec.2-36A Department of Finance and Budget.**
Article 5 Adopt MGL Ch. 41 sec. 23A authorizing the Board of Selectmen to hire a Town Administrator
Article 6 Authorize Non-Substantive Changes to Wetlands By-law and Regulations

ZONING ARTICLES

- Article 7 Amend the Zoning Bylaw Section 50.7.1 Accessory Apartments**
Article 8 Amend the Zoning Bylaw by adding Common Driveways to Definitions.
Article 9 Amend the Zoning Bylaw by adding a new Section 50-10.4 to allow for Common Driveways
Article 10 Amend the Zoning Bylaw Section 50-6.1 Floodplain Overlay District
Article 11 Amend the Zoning Bylaw Section 50-4.5 Site Plan Approval
Article 12 Amend the Zoning Bylaw Section 50-13.2. Applicability, Section 50-13.3 Application and Review Procedures and Section 50-13.6. Waiver: minor site plans

COMMUNITY PRESERVATION ARTICLES

- Article 13 Appropriate from General Reserve for Mill Pond Phase I Clean-up**
Article 14 Appropriate from Community Housing Reserve for the Groveland Housing Authority Buy Down program
Article 15 Appropriate from General Reserve for a Crosstown Recreational Trail
Article 16 Appropriate from General Reserve for Groveland Community Trail Supplemental Funds to Complete the Current 100% design
Article 17 Appropriate from General Reserve for Completion of an Accessible Bathroom and Ramp at Veasey park
Article 18 Appropriate from Historic Reserve for fencing at Riverview Cemetery
Article 19 Appropriation from General Reserve for Preservation of Johnsons Pond
Article 20 Appropriation of CPA Set-Aside Funds

CAPITAL ARTICLES

- Article 21 Appropriate surplus bond premiums.**
Article 22 Appropriation for Police Cruiser Replacement

FINANCIAL ARTICLES

- Article 23 Authorize Spending Limits for Revolving Accounts**
Article 24 Appropriate funds for PEG Access Fund
Article 25 Water Department Budget
Article 26 Sewer Department Budget
Article 27 Establish a SAFER Grant Stabilization Fund
Article 28 Appropriate funds for Codification of General By-laws
Article 29 Appropriate funds for Employee Sick Leave Buy-back
Article 30 Appropriate funds for replacement COA van
Article 31 Appropriate funds from Water Enterprise for a 1-ton truck

- Article 32 Appropriate funds from Sewer Enterprise for a 1-ton truck
Article 33 Appropriate funds from Water Enterprise for updating the Emergency
 Response Plan
Article 34 Authorization to sell bonds to replace Union/Chestnut Street water mains
Article 35 Omnibus Appropriation
Article 36 Vote to fix the salary and comp. of Elected/Appointed Officials

ELECTION ARTICLE

Article 37

APPENDIX A - FISCAL YEAR CAPITAL IMPROVEMENT PLAN

APPENDIX B – REVOLVING FUND REPORTS

APPENDIX C – WETLANDS BY-LAW CHANGES

APPENDIX D – ZONING BY-LAW CHANGES

APPENDIX E – DEFINITIONS OF COMMONLY USED TERMS AT TOWN MEETING

APPENDIX F – TABLE OF MOTIONS

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

Article submitted by the Board of Selectmen.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021- Unanimous for Favorable Action so declared the moderator.

ARTICLE 2: To see if the Town will vote to transfer from available funds the amount of TWO HUNDRED TWENTY-SEVEN THOUSAND SIX-HUNDRED AND NINETY-SEVEN DOLLARS (\$227,697) and appropriate said sum for Chapter 90 approved road work, said amount to be used pending reimbursement by the State, with such work to be done under the supervision of the Highway Superintendent; or take any other action relative thereto.

Article submitted by Board of Selectmen

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021- Unanimous for Favorable Action so declared the moderator.

ARTICLE 3: To see if the Town will vote to appropriate by transfer from available funds, and/or to transfer appropriations made to departments for FY '21 to other departments for FY '21, to supplement FY '21 departmental budgets; or take any other action relative thereto.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND: PENDING

FINANCE BOARD RECOMMENDS: PENDING

DATE AND ACTION TAKEN: 5/24/2021 – Article Tabled, Unanimous to Table Motion so declared the moderator.

ARTICLE 4: To see if the Town will vote to petition the General Court to repeal Chapter 60 of the Acts and Resolves of 1998 creating a Department of Finance and Budget in the Town of Groveland; or take any other action relative thereto.

Article submitted by Board of Selectmen

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

GOVERNMENT STUDY COMMITTEE RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMEND: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Motion to advance Article 5 before Article 4. Majority in favor to advance the article.

5/24/2021- Majority in Favor for Favorable Action so declared the moderator.

ARTICLE 5: To see if the Town will vote to accept the provision of Mass. General Law Chapter 41, Sec.23-A authorizing the Board of Selectmen to hire a Town Administrator and to assign to the Town Administrator such duties as they shall determine; or take any other action relative thereto.

Article submitted by Board of Selectmen

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

GOVERNMENT STUDY COMMITTEE RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMEND: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Board of Selectmen recommended favorable action.

Discussion took place. After a hand vote, the motion for Favorable Action passed Majority in Favor.

79 For, 21 Against, so declared the moderator.

ARTICLE 6: To see if the Town will vote to amend the Wetland Protection Bylaw and Regulation to correct grammatical and spelling errors and make other housekeeping and non-substantive changes, including deletion of unused definitions, and to renumber, recaption, arrange and sequence its various sections all as set forth in the "Draft of Wetlands Protection Bylaw and Regulation Changes" in Appendix C and which document has been placed on file with the Town Clerk, or take any action relative thereto.

Article submitted by the Conservation Commission.

Note: This article proposes to make non-substantive corrective amendments to the Town's Wetland Bylaw.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

CONSERVATION COMM. RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Brief discussion, Unanimous for Favorable Action so declared the moderator.

ARTICLE 7: To see if the Town will vote to amend the Zoning Bylaw, Section 50-7-1. Accessory Apartments, in its entirety, and to revise Section 50-7.1 Accessory Apartments to delete the strikethrough language and add the language in bold, as follows:

Section 50-7.1. Accessory Apartments.

A. Purpose and Intent. The purpose and intent of the Accessory Apartment bylaw is to ~~provide for a range of housing types in the Town of Groveland through the alteration and reuse of existing buildings, to enable homeowners to accommodate the needs of elderly family members or family members with disabilities, and to provide suitable housing for caregivers:~~

1. Provide older homeowners with a means of obtaining rental income, companionship, security, and services, thereby enabling them to stay more comfortably in homes and neighborhoods they might otherwise be forced to leave,
2. Increase the number of smaller, moderately priced dwelling units available for rent in town,

3. Increase the range of choice of housing accommodations,
4. Provide housing units for persons with disabilities, and
5. Encourage a more economic and energy-efficient use of the town's housing supply while maintaining the appearance and character of the town's single-family neighborhoods.

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

C. General Requirements.

- (1) A permit may be granted by the Building Inspector/Zoning Enforcement Officer to accommodate an accessory apartment by the installation of a common wall or the partitioning of or extension of existing habitable area. There shall be no more than one (1) accessory apartment for a total of two (2) dwelling units within a single-family dwelling per lot.
- (2) Use Limitation. The principal dwelling unit or accessory apartment must be occupied by the owner. For the purposes of this section "owner" shall mean one (1) or more of those individuals who hold record title to the lot on which the principal dwelling unit and the accessory apartment are located. ~~Occupancy of the unit not occupied by the owner is limited to a family member related by blood, marriage or adoption to the owner(s).~~
- (3) Floor Area Limitations. The habitable area of the principal dwelling unit shall not be less than sixteen hundred (1600) square feet. The habitable area of the accessory apartment shall be limited to a maximum of nine hundred (900) square feet. The Groveland Zoning Board of Appeals may by special permit allow an increase of up to ten (10) percent in the accessory apartment habitable area square footage limitation if the configuration of the structure makes strict compliance with this requirement difficult. The Groveland Zoning Board of Appeals, by special permit, may also allow reasonable deviation from the stated conditions and requirements where necessary to install features that facilitate access and mobility for disabled persons, provided that the Board of Appeals finds that such deviation is not contrary to the public interest and is consistent with purpose and intent of this bylaw.
- (4) There shall be no borders or lodgers within either the principal dwelling unit or the accessory apartment, or on the same lot with an accessory apartment.
- (5) The total number of bedrooms of the principal dwelling unit and accessory apartment combined may not exceed the capacity of the permitted and compliant septic system serving the units per Title V requirements. This section shall not apply to properties that are connected to the public sewer system.
- (6) Utilities such as water, electric and gas as necessary for the accessory apartment shall be extensions of the existing utilities serving the principal single-family dwelling and shall not be separately metered, unless required by the utility provider.
- (7) Parking shall be provided for as determined by the parking Table 9.1.2.
- (8) To the extent possible, exterior passage ways and access ways shall not detract from the single-family appearance of the dwelling. All stairways to additional stories ~~enclosed within the exterior walls of the structure~~ shall be located on the side or rear of the structure.
- (9) The accessory apartment will be a complete, separate dwelling unit that contains both permanent kitchen and bathroom and has its own means of egress.
- (10)-(9) Floor plans of the proposed accessory apartment and principal dwelling unit and a

site plan showing the structure(s) on the lot shall be filed with the application for a permit with the Building Inspector/Zoning Enforcement Officer. Plans shall demonstrate that exterior changes to the structure will not significantly alter the appearance of the single-family dwelling.

D. Occupancy Requirements.

- (1) Prior to issuance of a Building Permit ~~and Occupancy Certificate~~, the owner shall send a notarized letter to the Building Inspector/Zoning Enforcement Officer affirming that the owner will occupy either of the principal dwelling unit or the accessory apartment as the owner's primary residence, except for temporary absences of no more than six months in any calendar year.
- (2) Prior to issuance of a Building Permit ~~and Occupancy Certificate~~, the owner shall send a notarized letter to the Building Inspector/Zoning Enforcement Officer stating that to the best of his or her knowledge the accessory apartment will not violate any deed restrictions applicable to the subject lot or principal dwelling unit.
- ~~(3) A letter of approval of the accessory apartment issued by the Building Inspector/Zoning Enforcement Officer or a Special Permit where applicable, shall be recorded by the owner in the Southern Essex District Registry of Deeds or Land Court, as appropriate, in the chain of title to the property, with documentation of the recording provided to the Building Inspector/Zoning Enforcement Officer within sixty (60) days of the issuance of the Occupancy Permit or Special Permit for the accessory dwelling unit.~~
- (3) ~~(4)~~ When a lot with a structure which has received a permit for an accessory apartment is sold, the new owner, if he or she wishes to continue to exercise the permit, must, within sixty (60) days of the sale, submit a notarized letter to the Building Inspector/Zoning Enforcement Officer affirming that he or she will occupy either of the principal dwelling unit or the accessory apartment on the premises as his or her primary residence, except for temporary absences of no more than six months in any calendar year and acknowledging and agreeing to abide by all conditions to the previously issued Occupancy Certificate and Special Permit, if applicable.
- (4) ~~(5)~~ Any accessory apartment lawfully in existence at the time of the adoption of this By-Law shall be allowed to continue.

Article submitted by the Building Commissioner

(Requires a 2/3 Majority)

Note: Groveland like many towns is experiencing a shortage of affordable housing forcing residents to relocate or rent portions of their homes without proper permits and inspections. This change will allow for an owner-occupied dwelling to create a subordinate dwelling and if they so choose rent to a non-family member. Permitting these units will provide needed affordable housing options and possible supplemental income to allow residents to remain in town in their homes. This will also reduce illegal apartments that are potentially unsafe as they have not been properly inspected as there will be a path to legally permit the rental space.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

PLANNING BOARD RECOMMEND: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Planning Board approved. Council determined 2/3 majority not required, Sec. 19 Ch. 358 of the Acts of 2020. Brief discussion, after a hand vote, the motion for Favorable Action passed Majority in Favor. 63 For, 35 Against, so declared the moderator.

ARTICLE 8: To see if the Town of Groveland will amend its Zoning By-law Article II Definitions Section 50-2.1 Terms Identified to add "Common Driveways" as follows:

Common Driveway - A driveway which provides access to more than one lot, each of which has at least the minimum required frontage on a street as required by the Zoning Bylaw.

Article submitted by the Planning Board

(Requires a 2/3rd Majority)

Note: Developments continue to seek excessive waivers from the Subdivision Control Law in order to create a road that functions as a shared drive. In efforts to meet the standards for roadway construction the design is poorly impacted. This change will provide better land use and ensure appropriate access.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

PLANNING BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Planning Board approved. Brief discussion. 2/3 vote in favor for Favorable Action so declared the moderator.

ARTICLE 9: To see if the Town of Groveland will amend its Zoning By-law Article X Residential Development and further add Section 50-10.4 and add the following language:

Section 50-10.4

Common driveways may be allowed by Special Permit from the Planning Board in all zoning districts when deemed in the best interest of the Town under the provisions of M.G.L. Chapter 40A §9 and in accordance with the following provisions:

- (1) Lots to be served by a common drive must meet the minimum dimensional standards of the Zoning Bylaw in effect at the time they were created.
- (2) Common drives may only access the street where the lots served have required legal frontage.
- (3) Minimum width of eighteen feet (18')
- (4) Maximum grade of ten percent (10%), three percent (3%) within 50 feet of the street line.
- (5) Maximum length of five hundred feet (500')
- (6) No closer than 50' to any intersecting way
- (7) Construction: 6" gravel road base, 1 ½" binder course, 1" top course
- (8) Maximum number of lots that may be served by a common drive is three (3)
- (9) Minimum center line radius of 60'
- (10) Said driveway shall be located entirely within the lots served.
- (11) Sight distance at the street line shall be in accordance with MHD standards, in no case shall it be less than 200 feet.
- (12) A hydrant needs to be provided pursuant to NFPA1 requirements for single and two-family dwellings.
- (13) The plan for the common driveway and the deed to lots serviced by a common driveway shall contain a restriction that said common driveway shall remain private in

perpetuity, no parking will be allowed on the common drive and all driveway maintenance, snowplowing and rubbish collection shall be the land owner's responsibility. Specifically, each lot deed must allow for use and maintenance of the common driveway by each of the lots served by the common driveway. A copy of said recorded deeds shall be provided to the Board prior to issuance of a Building Permit for the homes located on said lots.

- (14) Private driveways branching off the common drive shall be reviewed and approved in each case by highway, fire and police to ensure emergency vehicle access. This stipulation applies specifically to private drives off a common driveway.
- (15) Underground utilities shall be provided on common driveways, unless the Planning Board makes findings in open meeting that underground utilities are not practical due to extreme topographical or environmental constraints and/or safety issues. Above ground utilities shall not be allowed solely for the convenience and/or preference of a petitioner.
- (16) Applicants must provide drainage calculations relative the Massachusetts Stormwater Handbook, and propose appropriate mitigation for impacts to stormwater quantity and quality.
- (17) An occupancy permit for any structure accessed via the common driveway shall not be granted until the house numbers of the lots serviced by the common driveway are clearly posted on a single permanent post at the street so as to be visible from both directions of travel, and are also posted on a permanent post at the point at which each private driveway splits from the common driveway.
- (18) An occupancy permit for any structure accessed via the common driveway shall not be granted until the common driveway is 100% complete. In order to be considered complete, the design engineer must submit a stamped letter certifying the common driveway site work has been constructed as shown on the approved plans.

Article submitted by the Planning Board

(Requires a 2/3rd Majority)

Note: Developments continue to seek excessive waivers from the Subdivision Control Law in order to create a road that functions as a shared drive. In efforts to meet the standards for roadway construction the design is poorly impacted. This change will provide better land use and ensure appropriate access.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

PLANNING BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Planning Board approved. Brief discussion. 2/3 vote in favor for Favorable Action so declared the moderator.

ARTICLE 10: To see if the Town will vote to amend its Zoning Bylaws to delete Section 50-6.1: "Floodplain Overlay District", in its entirety, and insert in its place a new Section 50-6.1: "Floodplain Overlay District", in the form placed on file with the Town Clerk and in Appendix D, or take any action relative thereto.

Article submitted by the Building Commissioner

(Requires a 2/3rd Majority)

Note: The National Flood Insurance Program (NFIP) in coordination with FEMA have mandated all municipal floodplain bylaws include specific language in their floodplain bylaw. Failure to do so will result in the municipality from being eligible for flood insurance under the NFIP. The required information was mostly clarification of existing language, changing existing terms and language to pair with the requirements of state building code as well as updated terminology changes. A "List of Changes" depicting the changes made to the existing bylaw to create the new bylaw is on file with the Town Clerk and included as an appendix to the warrant.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

PLANNING BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Planning Board approved. Unanimous for Favorable Action so declared the moderator.

ARTICLE 11: To see if the Town of Groveland will amend its Zoning By-law to delete column "Site Plan Review (3)" from Section 50-4.5 Table of Uses and delete note (3) "Applicable only if use requires construction of a new building structure".

Article submitted by the Town Planner

(Requires a 2/3rd Majority)

Note: The column in the table does not provide criteria in which to consider when determining if Site Plan Approval is required. This leads to confusion and delay in process. Section 5-13.2 provides applicability criteria.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

PLANNING BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Planning Board approved. Unanimous for Favorable Action so declared the moderator.

ARTICLE 12: To see if the Town will vote to amend the Zoning Bylaw, Article XIII Section 50-13.2. Applicability, Section 50-13.3 Application and Review Procedures and Section 50-13.6. Waiver; minor site plans and to revise to delete the strikethrough language and add the language in bold, as follows:

Section 50-13.2. Applicability.

The following types of activities and uses require site plan review by the Planning Board:

- ~~A. As specified in § 50-4.5 of these bylaws;~~
- ~~B. Construction or expansion of a structure for multifamily (three or more dwelling units), business/industrial or recreational use;~~
- ~~C. Construction or expansion of parking to serve a multifamily (three or more dwelling units), business/industrial or recreational use.~~

A. Any new building(s) or construction which contains more than 2,000 square feet of gross floor area which is undertaken on land within the Town of Groveland or results in the requirement of five or more new or additional parking spaces;

B. Any construction which results in the addition of more than 2,000 square feet of gross floor area to an existing structure; or results in the requirement of five or more new or additional parking spaces;

C. Any construction, site improvements, new uses in existing structures or developments which contain new processes not normally associated with the existing use and which result in changes to pedestrian and vehicular traffic circulation, public services and infrastructure, abutting properties, and; stormwater drainage onto or off of the site.

D. Any construction of any new wireless service facility on a previously permitted facility as set forth in Section 50-6.3 B (2) of the wireless communication district use regulations, subject to the provisions of Section 6409 of the Federal Middle Class Tax Relief and Job Creation Act of 2012 and implementing regulations.

Single-family residential use and two-family residential use are exempt from compliance with this bylaw.

Minor site plan review.

A. Applications for permits to build, alter or expand any nonresidential building, structure or use in any district where such construction will exceed 500 square feet but not exceed a total gross floor area of 2,000 square feet, or will not generate the need for more than 10 parking spaces, or result in residential development of more than four dwelling units shall require minor site plan review.

Section 50-13.3 Application and Review Procedures.

G. Minor Site Plan Review A request for minor site plan approval will be made to the Planning Board with documentation to support the request. The request will be stamped by the Town Clerk. The request will be placed on the agenda at the next regularly scheduled Planning Board meeting. Final Action on the site plan shall be taken by the Planning Board within 45 days of the date of the application was stamped by the Town Clerk.

Section 50-13.6. Waiver of site plan reviews; ~~Minor Site Plans.~~

~~The Planning Board may, upon written request of the applicant, waive any of the requirements of this Section where the project involves relatively simple development plans or constitutes a minor site plan. An application for permits to build, alter or expand any nonresidential building, structure or use in any district where such construction will not exceed a total gross floor area of 1000 square feet, or an application which will not generate the need for more than 10 additional parking spaces shall be deemed a "minor site plan." For the purposes of computing the total gross floor area of a minor site plan, the Planning Board shall aggregate all such applications made within the five (5) previous calendar years. Minor site plans shall set forth all of the information required by Section 13.5; provided, however, that the scale of the site plan may be 1" = 80', and the plan may depict topographical contours at intervals available on maps provided by the United States~~

~~Geological Survey.~~

A. When, in the opinion of the Planning Board, the alteration or reconstruction of an existing structure or new use or change in use will not have a significant impact both within the site and in relation to adjacent properties and streets, on pedestrian and vehicular traffic, public services and infrastructure, environmental, unique and historic resources, abutting properties, and community needs, the Planning Board may determine that submission of a site plan review application is not required.

B. The applicant must request a waiver from site plan review in writing and will be required to submit supporting documentation that site plan review is not required. The waiver request will be discussed at the next regularly scheduled meeting of the Planning Board. The Planning Board will issue a written decision.

Article submitted by the Town Planner

(Requires a 2/3rd Majority)

Note: This amendment provides clear development and use thresholds as to when review under site plan approval is applicable. The amendment provides clarification of minor site plan and when a project can be classified as minor and the process for review as a minor site plan. The amendment provides a clear explanation as to when a waiver may be granted and the process in which to request a waiver.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

PLANNING BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN 5/24/2021 – Planning Board approved. Unanimous for Favorable Action so declared the moderator.

ARTICLE 13: To see if the Town will vote to appropriate the sum of TWENTY-ONE THOUSAND DOLLARS (\$21,000) from the Community Preservation Community General Reserve FY- 2021 to be made available for the **New Mill Pond Phase I cleanup and land survey**. The project is to be managed by the Groveland Board of Selectmen and the Community Preservation Coordinator under the CPA category of Recreation; or take any other action relative thereto.

Article submitted by the Community Preservation Committee

Note: The project would provide funds to improve town-owned land parcels that abut a property owned by a local church. It was once used as a swimming and skating recreation area for the town known as New Mill Pond. It is time for the town to clean up the town-owned site, clearly define the boundaries of the parcel and adjoining town land and begin to plan for restoring its past recreational use for town residents.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Majority in Favor for Favorable Action so declared the moderator.

ARTICLE 14: To see if the Town will vote to appropriate the sum of FOUR-HUNDRED EIGHT THOUSAND DOLLARS (\$408,000) from the Community Preservation Community Housing Reserve FY- 2021 to be made available for the **Groveland Housing Authority Buy Down Program**. The project is to be managed by the Groveland Housing Authority and the Community Preservation Coordinator under the CPA category of County Community Housing; or take any other action relative thereto.

Article submitted by the Community Preservation Committee

Note: The project would provide funds to promote locally supported affordable housing efforts. Our Town Planner has established the guidelines, eligibility requirements, application, and cost. Also identified are the required funds and staff to operate the program. A program of this nature will help close the affordability gap for income eligible households looking to buy a home in Groveland.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021- Motion to amend by removing the word "County" from the article and replacing with "Community". Majority in Favor for Favorable Action so declared the moderator.

ARTICLE 15: To see if the Town will vote to appropriate the sum of EIGHTEEN THOUSAND DOLLARS (\$18,000) from the Community Preservation Community General Reserve FY- 2021 to be made available for **establishing a new Crosstown Recreational Trail**. The project is to be managed by the Groveland Conservation Commission and the Community Preservation Coordinator under the CPA category of Recreation; or take any action relative thereto.

Article submitted by the Community Preservation Committee

Note: The project would provide funds to establish a new recreational resource in town that would connect several town-owned and nearby properties from Main Street to the Crane Pond Wildlife Area with existing trails and new trail easements. This resource would encourage more recreational use of the properties and provide another health-wise option for town residents.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Majority in Favor for Favorable Action so declared the moderator.

ARTICLE 16: To see if the Town will vote to appropriate the sum of up to NINETY-SEVEN THOUSAND DOLLARS (\$97,000.) from the Community Preservation Fund's General Reserve FY-2021 to be made available for the **Groveland Community Trail Supplemental Funds to complete the current 100% design of the project.** The project is to be managed by the Open Space and Trails Committee and the Community Preservation Coordinator under the CPA category of Recreation: or take any action relative thereto.

Article submitted by the Community Preservation Committee

Note: The Groveland Community Trail project was previously funded for the design portion of the project using CPA funds. The trail will receive up to 4 million dollars in matching funds from MassDOT to build the trail. The project has been approved and construction is expected to begin in the Fall of this year! These funds will be used to complete the 100% design plan for the trail that had to be extended due to the State timeline.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Majority in Favor for Favorable Action so declared the moderator.

ARTICLE 17: To see if the Town will vote to appropriate THE sum of up to THIRTY-ONE THOUSAND DOLLARS (\$31,000.) from the Community Preservation General Reserve FY-2021 to be made available for **completion of an accessible bathroom and a ramp to a passive recreation area at Veasey Park.** The project is to be managed by the Groveland Conservation Commission and the Community Preservation Coordinator under the CPA category of Recreation or take any action relative thereto.

Article submitted by the Community Preservation Committee

Note: The project would provide funds for the completion of an accessible bathroom and a new ramp to a passive recreation area at Veasey Park. The total project cost is \$46,000 and will use remaining CPA funds of \$15,000 from the 2018 Phase 1 CPA project to complete it. ADA compliance improvements will provide safer access to the facility for the public and people with disabilities.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Unanimous for Favorable Action so declared the moderator.

ARTICLE 18: To see if the Town will vote to appropriate a sum of up to TWENTY-FOUR THOUSAND DOLLARS (\$24,000.) from the Community Preservation Historic Preservation Reserve FY-2021 to be made available for **installation of fencing at historic Riverview Cemetery**. The project is to be managed by the Groveland Cemetery Commission and the Community Preservation Coordinator under the CPA category of Historic Preservation or take any action relative thereto.

Article submitted by the Community Preservation Committee

Note: The project would provide funds for installation of fencing on the eastern side of the Riverview cemetery which abuts the Billis Way residential housing development. This will create a definitive separation boundary between the Riverview Cemetery and the new housing development and preserve the historic nature of the cemetery.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Majority in Favor for Favorable Action so declared the moderator.

ARTICLE 19: To see if the town will vote to appropriate a sum of TWENTY-EIGHT THOUSAND AND FIVE HUNDRED DOLLARS (\$28,500) from the Community Preservation General Reserve FY2021 to be made for **the purpose of preservation through management planning and removal of invasive species and undesirable weeds, for improved access, passive recreation use, fishing and boating on Johnsons Pond.** The project, Johnsons Pond Weed Removal Phase 2, is to be managed by the Community Preservation Coordinator and the Conservation Commission under the CPA category of Recreation or take any action relative thereto.

Article submitted by the Community Preservation Committee

Note: This project is proposed for the continued preservation of Johnsons Pond including improving access and uses of the pond by removing invasive species and weeds which are disrupting and harming water flow into the surrounding watershed. Weed removal will be done using hydro-raking. The total project cost of \$69,500 will be supplemented and matched by a State grant and previously voted CPA funds equaling \$41,000.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Brief discussion. Majority in Favor for Favorable Action so declared the moderator.

ARTICLE 20: To see if the Town will vote to appropriate or reserve from Community Preservation Fund Fiscal Year 2022 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:

<u>PURPOSE</u>	<u>RECOMMENDED AMOUNT</u>
Set Aside Appropriations:	
Committee Administrative Expenses	\$ 25,000
Reserves:	
Open Space	\$ 50,000
Historic Resources	\$ 50,000
Community Housing	\$ 50,000

or take any other action relative thereto.

Article submitted by the Community Preservation Committee

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

COMMUNITY PRESERVATION COMMITTEE RECOMMENDS: FAVORABLE

DATE AND ACTION TAKEN: 5/24/2021 – Unanimous for Favorable Action so declared the moderator.

ARTICLE 21: To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with G.L. c. 44, §20, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied; or to take any other action relative thereon or in relation thereto.

Article submitted by the Finance Director

NOTE: This article allows the Town a choice in regard to the treatment of bond premiums. We will be able to either apply the premiums to the issuance, thereby reducing the amount needed to borrow or to place the premiums in a separate fund and appropriate them for a capital project with an equal or longer statutory borrowing term as the original term or pay the issuance costs of the bond(s)

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Brief discussion. Hand Vote requested. 47 For, 21 Against,

Majority in Favor for Favorable Action so declared the moderator.

ARTICLE 22: To see if the Town will vote to raise and appropriate, ~~or appropriate~~ by transfer from available funds, the amount of FIFTY-ONE THOUSAND AND FIVE-HUNDRED DOLLARS (\$51,500) for the purchase of one new Police cruiser; or to take any other action relative thereto.

Article submitted by the Board of Selectmen

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

ACTION DATE AND ACTION TAKEN: 5/24/2024 Motions to Amend. Motion to amend by removing the words "or appropriate" from the article and to change as stated below:

Article 22: To see if the Town will vote to transfer from Free Cash the amount of Fifty-One Thousand and Five Hundred Dollars (\$51,500) for the purchase of one new Police cruiser, or take any other action relative thereto.

Amended motion Unanimous for Favorable Action so declared the moderator.

ARTICLE 23: To see if the Town will vote, pursuant to the provisions of G.L. c.44, §53E½, to set the annual spending limits for the following eight (8) revolving accounts established in the General By-Laws for Fiscal Year 2021 and applicable Fiscal Year 2022; or take any action relative thereto.

A. Revolving Fund	C. Spending Limit for Fiscal Year 2021 and subsequent years
Veasey Memorial Park	\$150,000
Pines Boat Ramp	\$25,000
Zoning Board of Appeals	\$15,000
Bagnall Summer Program	\$250,000
Council on Aging	\$15,000
Fire Department CPR Class	\$6,000
Pines Maintenance	\$50,000
Groveland Day	\$30,000

Submitted by the Finance Director

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

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 Motion to amend by adding the words "applicable Fiscal Year 2022" to the article. Amended motion Unanimous for Favorable Action so declared the moderator.

ARTICLE 24: To see if the Town will vote to appropriate by 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 Board of Selectmen to fund cable access services, supplies and equipment for FY '22; or take any other action related thereto.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Majority in Favor for Favorable Action so declared the moderator.

ARTICLE 25: To see if the Town will vote to raise and appropriate the sum of ONE MILLION ONE HUNDRED SIXTY-FOUR THOUSAND EIGHT-HUNDRED FORTY-SEVEN DOLLARS AND SIXTY-SIX CENTS (\$1,164,847.66) for the use of the Water Department, said sum to be offset by FY 2022 Water Department Revenue; or take any other action relative thereto:

	<u>FY '21</u> <u>Approved</u>	<u>FY '22</u> <u>REQUESTED</u>	<u>FINANCE BOARD</u> <u>RECOMMENDS</u>
Commissioners	\$ 1297.80	\$ 1323.76	\$ 1323.76
Superintendent	\$ 60,340.00	\$ 61,546.80	\$ 61,546.80
Office Manager	\$ 44,594.08	\$ 45,485.96	\$ 45,485.96
Laborers' Wages (3)	\$139,689.79	\$145,333.26	\$ 145,333.26
Part-Time Help	\$ 12,600.00	\$ 12,852.00	\$ 12,852.00
Overtime	\$ 39,000.00	\$ 40,575.00	\$ 40,575.00
Retirement Pay Out	\$ 15,526.40	\$ 0	\$ 0
Expenses	\$335,784.00	\$354,499.68	\$ 354,499.68
Health	\$ 50,000.00	\$ 53,500.00	\$ 53,500.00
Retirement	\$ 70,419.60	\$ 75,218.32	\$ 75,218.32
Emergency Funds	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Bond Debt & Interest	\$284,925.00	\$279,525.00	\$ 279,525.00
Medicare	\$ 4,564.59	\$ 4,772.28	\$ 4,772.28
Backhoe	\$ 0	\$ 40,215.00	\$ 40,215.00
TOTAL:	\$ 1,108,741.10	\$ 1,164,847.66	\$ 1,164,847.66

Article submitted by Water & Sewer Commissioners

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

ACTION DATE AND ACTION TAKEN: 5/24/2021 – Majority in Favor for Favorable Action so declared the moderator.

ARTICLE 26: To see if the Town will vote to raise and appropriate the sum of SIX HUNDRED FIFTY-THREE THOUSAND NINETY-FIVE DOLLARS and EIGHTY- SIX CENTS (\$653,095.86) for the use of the Sewer Department, said sum to be offset by FY 2022 Sewer Department Revenue; or take any other action relative thereto:

	<u>FY '21 Approved</u>	<u>FY'22 REQUESTED</u>	<u>FINANCE BOARD RECOMMENDS</u>
Commissioners	\$ 556.20	\$ 567.32	\$ 567.32
Superintendent	\$ 25,860.00	\$ 26,377.20	\$ 26,377.20
Office Manager	\$ 19,298.86	\$ 19,684.84	\$ 19,684.84
Laborers' Wages (3)	\$ 59,867.00	\$ 62,285.63	\$ 62,285.63
Overtime	\$ 9,838.60	\$ 10,236.08	\$ 10,236.08
Part-Time Help	\$ 5,400.00	\$ 5,508.00	\$ 5,508.00
Retirement Pay Out	\$ 6,654.17	\$ 0	\$ 0
Expenses	\$ 104,865.46	\$ 104,865.46	\$ 104,865.46
Health	\$ 21,927.00	\$ 23,462.10	\$ 23,462.10
Medicare	\$ 1,835.22	\$ 1,918.72	\$ 1,918.72
Retirement	\$ 35,209.80	\$ 37,609.16	\$ 37,609.16
Bond Debt & Interest	\$ 63,656.26	\$ 62,206.26	\$ 62,206.26
Emergency Funds	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Haverhill Wastewater	\$ 182,505.58	\$ 186,155.69	\$ 186,155.69
Haverhill Capital Bond	\$ 72,809.19	\$ 69,984.40	\$ 69,984.40
Backhoe	\$ 0	\$ 17,235.00	\$ 17,235.00
TOTAL		\$ 653,095.86	\$ 653,095.86

Article submitted by Water & Sewer Commissioners

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Unanimous for Favorable Action so declared the moderator.

ARTICLE 27: To see if the Town will vote to establish a new Stabilization Fund pursuant to the provisions of Mass. General Law Ch. 40 Sec. 5B to be titled the "Firefighter/EMT Salary and Benefits Fund" for the purpose of creating reserve monies to pay the cost of Firefighter/EMT salaries beginning in FY '25 when the SAFER grant monies which established two new FF/EMT positions in the Fire Department will expire and the costs of these personnel will be borne by the Town, ~~and further, to raise and appropriate or appropriate by transfer from available funds a sum of money to be placed into the new stabilization fund; or take any other action relative thereto.~~

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Amended motion, to remove the wording which follows "will be borne by the Town" in the article. Amended motion Unanimous for Favorable Action so declared the moderator.

ARTICLE 28: To see if the Town will vote to raise and appropriate the sum of FOUR THOUSAND NINE HUNDRED NINETY DOLLARS \$4,990 to pay the cost of hiring a consultant to add the Town's General By-Laws to the Town Code; or take any other action relative thereto.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Unanimous for Favorable Action so declared the moderator.

ARTICLE 29: To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds a sum of money to pay the cost of sick-leave buy-back requests from retiring employees; or take any other action relative thereto.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Motion Tabled, Unanimous for Favorable Action to Table the Motion so declared the moderator.

ARTICLE 30: To see if the Town will vote to appropriate by transfer from Free Cash the sum of SIXTY THOUSAND DOLLARS (\$60,000) for the purpose of purchasing a replacement Council-On-Aging handicapped accessible van and for the cost of all appurtenances thereto and further to authorize the Board of Selectmen to file for and receive grants available to offset the cost of the van; or take any other action relative thereto.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Unanimous for Favorable Action so declared the moderator.

ARTICLE 31: To see if the Town will vote to transfer the sum of FORTY-NINE THOUSAND DOLLARS (\$49,000) from Water Enterprise Department Retained Earnings for the purchase and equipping and maintaining of a 1-Ton Dump Truck; or take any other actions relative thereto.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Majority in Favor for Favorable Action so declared the moderator.

ARTICLE 32: To see if the Town will vote to transfer the sum of TWENTY-ONE THOUSAND DOLLARS (\$21,000) from Sewer Enterprise Department Retained Earnings for the purchase and equipping and maintaining of a 1-Ton Dump Truck; or take any other actions relative thereto.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Unanimous for Favorable Action so declared the moderator.

ARTICLE 33. To see if the Town will vote to transfer the sum of ELEVEN THOUSAND, SIX HUNDRED DOLLARS (\$11,600) from the Water Enterprise Department Retained Earnings to be used for the updating of the Emergency Response Plan; or take any other actions thereto.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Unanimous for Favorable Action so declared the moderator.

ARTICLE 34: To see if the Town will vote to appropriate THREE HUNDRED SIXTY THOUSAND DOLLARS (\$360,000), more or less, for the purpose of replacing water mains and accompanying infrastructure on Union and Chestnut Streets, including necessary surveying, engineering, preparation and all other costs incidental and related thereto; to determine whether this amount shall be raise by taxation, transfer from available funds, borrowing, or otherwise, or to take any other action relative thereto.

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 - Motion to amend by removing the word "taxation" from the article, Unanimous for Favorable Action so declared the moderator.

Article 34: 5/24/2021 – Motion for reconsideration Unanimous for Favorable Action so declared the Moderator.

Motion to amend the article per town council and replace with the following:

Article 34: To see if the town will vote to appropriate the sum of THREE HUNDRED SIXTY THOUSAND DOLLARS (\$360,000), more or less, for the purpose of replacing water mains and accompanying infrastructure on Union and Chestnut Streets, including necessary surveying, engineering, preparation and all other costs, incidental and related thereto; that to meet this appropriation, the Treasurer with the approval of the Selectmen is authorized to borrow \$360,000 under Mass. General Law Chapter 44 Section 7 (3), and other sections, and that the Selectmen are authorized to take any other action necessary to carry out this project. And further, that any premium received by the town upon the sale of any bonds or notes approved by this vote, less any premiums applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs. And the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premiums so applied, or take any other action relative thereto.

5/24/2021 - Amended motion Unanimous for Favorable Action so declared the moderator.

ARTICLE 35: To see if the Town will vote to raise and appropriate, or appropriate by transfer from available revenue, a sum of money to defray the Town charges for the fiscal year ending June 30, 2022 as shown for the Departments listed below; or take any other action relative thereto:

Appropriated FY2021	Line Item	Requested FY2022	Finance Board Recommends	Approved by Town Meeting
GENERAL GOVERNMENT				
MODERATOR				
100	Stipend	100	100	100
<u>\$ 100</u>	Total Moderator Budget	<u>\$ 100</u>	<u>\$ 100</u>	<u>\$ 100</u>
SELECTMEN				
7,500	Selectmen's Stipend	7,500	7,500	7,500
-	Admin. Asst. Salary	24,700	18,772	24,700
<u>\$ 7,500</u>	Total Salaries	<u>\$ 32,200</u>	<u>\$ 26,272</u>	<u>\$ 32,200</u>
25,000	Town Audit	25,000	25,000	25,000
-	Consulting Services	-	-	-
25,000	Reserve Fund	25,000	30,000	30,000
2,000	Association Fees	1,500	1,500	1,500
1,850	Town Reports	1,850	1,850	1,850
3,000	Minutes Clerk	-	3,000	3,000
1,200	Expenses	1,000	1,000	1,000
<u>\$ 58,050</u>	Total Expenses	<u>\$ 54,350</u>	<u>\$ 62,350</u>	<u>\$ 62,350</u>
<u>\$ 65,550</u>	Total Selectmen Budget	<u>\$ 86,550</u>	<u>\$ 88,622</u>	<u>\$ 94,550</u>
FINANCE DEPARTMENT				
120,000	Finance Director's Salary/Town Administrator	105,000	120,000	120,000
-	Treasurer/Collector	75,000	75,000	75,000
54,176	Asst. Treasurer/Collector's Salary	43,042	43,042	43,042
22,770	Treasury/Collection Clerk	-	-	-
1,300	Car Allowance	-	-	-
<u>\$ 198,246</u>	Total Salaries	<u>\$ 223,042</u>	<u>\$ 238,042</u>	<u>\$ 238,042</u>
750	Tax Title Treasury/Collection	1,500	1,500	1,500
3,000	Education and Association Fees	3,000	3,000	3,000
16,000	Postage	16,000	16,000	16,000
4,800	Payroll Fees	4,500	4,500	4,500
3,000	Office Expense	3,200	3,200	3,200
600	Online Payment Fees	600	600	600
500	Personnel Expenses	500	500	500
<u>\$ 28,850</u>	Total Expenses	<u>\$ 29,300</u>	<u>\$ 29,300</u>	<u>\$ 29,300</u>
<u>\$ 226,896</u>	Total Finance Department Budget	<u>\$ 252,342</u>	<u>\$ 267,342</u>	<u>\$ 267,342</u>
TOWN ACCOUNTANT				
65,937	Accountant's Salary	88,950	83,382	88,950
1,500	Office Expenses	1,500	1,500	1,500
2,000	Education and Association Fees	2,000	2,000	2,000
<u>\$ 69,437</u>	Total Town Accountant Budget	<u>\$ 92,450</u>	<u>\$ 86,882</u>	<u>\$ 92,450</u>
BOARD OF ASSESSORS				
1,500	Assessor's Stipends	1,500	1,500	1,500
54,575	Assessing Manager's Salary	57,730	57,730	57,730
5,425	Assessing Manager Crossover	-	-	-
<u>\$ 61,500</u>	Total Salaries	<u>\$ 59,230</u>	<u>\$ 59,230</u>	<u>\$ 59,230</u>
3,000	Expenses	2,000	2,000	2,000
40,000	Revaluation Maintenance	40,000	40,000	40,000
-	Personal Property Appraisals	7,500	7,500	7,500
7,250	Software & Licenses	7,250	7,250	7,250
7,000	Maps - Updating	7,500	7,500	7,500
<u>\$ 57,250</u>	Total Expenses	<u>\$ 64,250</u>	<u>\$ 64,250</u>	<u>\$ 64,250</u>
<u>\$ 118,750</u>	Total Board of Assessors Budget	<u>\$ 123,480</u>	<u>\$ 123,480</u>	<u>\$ 123,480</u>
TOWN COUNSEL				
65,000	Legal Expense	75,000	72,000	72,000
<u>\$ 65,000</u>	Total Town Counsel Budget	<u>\$ 75,000</u>	<u>\$ 72,000</u>	<u>\$ 72,000</u>
TECHNOLOGY				
58,000	Computer Hardware Maint & Lic Fees	58,000	58,000	58,000
5,000	Hardware & Software Expense	5,000	5,000	5,000
<u>\$ 63,000</u>	Total Technology Department	<u>\$ 63,000</u>	<u>\$ 63,000</u>	<u>\$ 63,000</u>
TOWN CLERK				
61,261	Town Clerk's Salary	62,486	62,486	62,486
-	Assistant Town Clerk	22,724	10,920	10,920
8,500	Poll Workers	8,500	8,500	8,500
<u>\$ 69,761</u>	Total Salaries	<u>\$ 93,710</u>	<u>\$ 81,906</u>	<u>\$ 81,906</u>
8,058	Election Expenses	8,058	8,058	8,058
1,200	Education Expenses	1,200	1,200	1,200
7,441	Office Expenses & Supplies	7,441	7,441	7,441
<u>\$ 16,699</u>	Total Expenses	<u>\$ 16,699</u>	<u>\$ 16,699</u>	<u>\$ 16,699</u>
<u>\$ 86,460</u>	Total Town Clerk Budget	<u>\$ 110,409</u>	<u>\$ 98,605</u>	<u>\$ 98,605</u>

ECONOMIC DEV., PLANNING, & CONSERVATION				
-	Director of Economic Development, Planning & Conservation	55,021	55,021	55,221
49,550	Town Planner	-	-	-
4,000	Zoning Administrator Stipend	-	-	-
-	Conservation Agent	42,000	42,000	42,000
-	Conservation Agent - Part-Time (TM Transfer)	-	-	-
1,400	Conservation Stipends	1,400	1,400	1,400
1,800	Planning Members' Stipends	1,800	1,800	1,800
14 \$ 58,750	Total Salaries	\$ 100,221	\$ 100,221	\$ 100,421
1,394	Conservation Expenses	3,300	3,300	3,300
7,000	Planning Expenses	7,000	7,000	7,000
2,537	Merrimack Valley Planning Assessment	2,600	2,600	2,600
500	ZBA Contracted Services & Expenses	500	500	500
16 \$ 11,431	Total Expenses	\$ 13,400	\$ 13,400	\$ 13,400
\$ 68,181	Total Economic Dev., Planning & Conservation	\$ 113,621	\$ 113,621	\$ 113,821
MUNICIPAL BUILDINGS				
42,759	Custodian/Facilities Salaries	43,615	43,615	43,615
16 42,759	Total Salaries	43,615	43,615	43,615
17,000	Lawn & Grounds	17,000	17,000	17,000
7,200	Public Relations - Town Wide	-	7,200	7,200
110,000	Utilities	110,000	110,000	110,000
8,400	Copier Lease & Supplies	9,400	9,400	9,400
6,500	Town Decor (Winter & Spring)	6,500	6,500	6,500
35,000	Repairs & Maintenance	35,000	35,000	35,000
13,500	Supplies	13,500	13,500	13,500
17 198,600	Total Expenses	191,400	198,600	198,600
\$ 241,359	Total Municipal Buildings Budget	\$ 235,015	\$ 242,215	\$ 242,215
INSURANCE				
201,000	Property & Casualty Insurance	211,500	214,000	214,000
3,000	Employee Group Life Insurance	3,000	3,000	3,000
510,000	Employee Group Health Insurance	535,500	535,500	535,500
18 \$ 714,000	Total Insurance Budget	\$ 750,000	\$ 752,500	\$ 752,500
\$ 1,718,733	TOTAL GENERAL GOVERNMENT	\$ 1,901,967	\$ 1,908,367	\$ 1,920,063
PUBLIC SAFETY				
POLICE DEPARTMENT				
138,083	Chiefs Salary	140,824	140,824	140,824
91,575	Lieutenant's Salary	93,051	93,051	93,051
238,447	Sergeant's Salary	242,289	242,289	242,289
451,140	Patrolmen's Salary	463,642	463,642	463,642
281,978	Communication Salary	287,618	287,618	287,618
20,000	Training	20,000	20,000	20,000
89,608	Reserves	67,400	67,400	67,400
25,947	Overtime	52,947	52,947	52,947
97,759	Education Incentives	99,660	99,660	99,660
19 \$ 1,434,515	Total Salaries	\$ 1,467,429	\$ 1,467,429	\$ 1,467,429
500	Harbormaster Expenses	500	500	500
3,762	Expenses	3,762	3,762	3,762
8,900	Supplies	9,182	9,182	9,182
11,000	Vehicle Maintenance	11,000	11,000	11,000
20,697	Equipment Maintenance	21,257	21,257	21,257
3,500	Firearms	3,500	3,500	3,500
16,450	Clothing Allowance	16,450	16,450	16,450
2,500	Association Fees	2,500	2,500	2,500
3,200	Communication Expenses	3,200	3,200	3,200
10,500	Training	10,500	10,500	10,500
26,500	Fuel	26,500	26,500	26,500
20 \$ 107,509	Total Expenses	\$ 108,351	\$ 108,351	\$ 108,351
\$ 1,542,024	Total Police Budget	\$ 1,575,780	\$ 1,575,780	\$ 1,575,780
PARKING CLERK				
500	Expense	-	-	-
21 \$ 500	Total Parking Clerk Budget	\$ -	\$ -	\$ -
FIRE DEPARTMENT				
75,000	Chiefs Salary	78,540	78,540	78,540
116,280	Firefighter Call Wages	122,000	122,000	122,000
10,000	Inspector's Salary	10,000	10,000	10,000
7,000	Company Reporting	7,000	-	-
5,000	EMS Recertification	5,000	5,000	5,000
7,200	Mass Fire Academy Training	7,200	7,200	7,200
40,000	Drill Wages	40,000	43,500	43,500
22 \$ 260,480	Total Salaries	\$ 269,740	\$ 266,240	\$ 266,240
8,000	Communications	8,000	8,000	8,000
3,000	Training Expense	3,000	3,000	3,000
35,000	Fire Equipment & Supplies	35,000	35,000	35,000
8,000	Fuel	8,500	8,500	8,500

	3,400	Association Dues	3,400	3,400	3,400
	20,000	Annual Testing & Inspecting	20,000	20,000	20,000
	3,000	Medical Supplies	3,000	3,000	3,000
	20,000	Vehicle & Equipment Maintenance	20,000	20,000	20,000
23	\$ 180,400	Total Expenses	\$ 180,800	\$ 180,900	\$ 180,900
	\$ 360,880	Total Fire Budget	\$ 370,640	\$ 367,140	\$ 367,140
BUILDING DEPARTMENT					
	9,551	Electrical Inspector	9,742	9,742	9,742
	10,612	Plumbing & Gas Inspector	10,824	10,824	10,824
	50,915	Building Inspector	60,720	60,720	60,720
24	\$ 71,078	Total Salaries	\$ 81,286	\$ 81,286	\$ 81,286
	1,000	Continuing Education	-	-	-
	1,000	Materials	-	-	-
	1,000	Reimbursements (Mileage & Cell Phone)	-	-	-
	3,000	Building Inspector Expenses	-	-	-
	-	Building Department Expenses	4,000	4,000	4,000
	7,500	Permit Software Expense	8,100	8,100	8,100
25	\$ 13,500	Total Expenses	\$ 12,100	\$ 12,100	\$ 12,100
	\$ 84,578	Total Inspectors Budget	\$ 93,386	\$ 93,386	\$ 93,386
EMERGENCY MANAGEMENT					
	3,183	Director's Stipend	3,247	3,247	3,247
	1,044	Expenses	1,064	1,064	1,064
26	\$ 4,227	Total Emergency Management Budget	\$ 4,311	\$ 4,311	\$ 4,311
	\$ 1,992,210	TOTAL PUBLIC SAFETY	\$ 2,044,117	\$ 2,040,617	\$ 2,040,617
EDUCATION					
	9,577,507	Pentucket Base Assessment	\$ 10,218,373	\$ 9,967,462	9,967,462
	1,472,758	Pentucket Capital Assessment	\$ 2,335,085	\$ 2,335,085	2,245,566
	225,000	Essex Tech	\$ 179,084	\$ 200,000	200,000
	762,024	Whittier Vocational/Technical Assessment	\$ 648,157	\$ 648,157	648,157
27	\$ 12,037,289	Total Education Budget	\$ 13,380,699	\$ 13,150,704	\$ 13,061,185
	\$ 12,037,289	TOTAL EDUCATION	\$ 13,380,699	\$ 13,150,704	\$ 13,061,185
PUBLIC WORKS					
TREE WARDEN					
	-	Tree Warden Stipend	-	-	-
	25,000	Expenses	27,500	27,500	27,500
28	\$ 25,000	Total Tree Warden Budget	\$ 27,500	\$ 27,500	\$ 27,500
HIGHWAYS					
	91,800	Highway Superintendent's Salary	93,836	93,836	93,836
	243,844	Highway Salaries	248,721	248,721	248,721
	2,200	Sick day buy back (Contractual)	4,400	4,400	4,400
	7,000	Highway Salary - Part Time	8,500	8,500	8,500
	16,000	Overtime	16,500	16,500	16,500
29	\$ 360,844	Total Salaries	\$ 371,757	\$ 371,757	\$ 371,757
	8,500	Highway Expense	9,250	9,250	9,250
	37,100	Front End Loader (Lease)	37,100	37,100	37,100
	225,000	Snow & Ice Removal	225,000	225,000	225,000
	55,000	Road Machinery Expense	66,000	66,000	66,000
	130,000	Road Maintenance Expense	135,000	135,000	135,000
	13,500	Fuel	13,500	15,000	15,000
30	\$ 469,100	Total Expense	\$ 485,850	\$ 487,350	\$ 487,350
	\$ 829,944	Total Highway Budget	\$ 857,607	\$ 859,107	\$ 858,107
RUBBISH COLLECTION					
	11,682	Contract Administrator	11,916	11,916	11,916
	559,805	Contract Expense	587,795	830,000	575,000
31	\$ 571,487	Total Rubbish Collection Budget	\$ 599,711	\$ 841,916	\$ 586,916
CEMETERY					
	450	Commissioner's Stipend	450	450	450
	52,020	Full Time Wages	63,872	53,060	53,060
	1,500	Overtime	1,500	1,500	1,500
	11,850	Part Time Wages	12,850	12,850	12,850
32	\$ 65,820	Total Salaries	\$ 78,472	\$ 67,860	\$ 67,860
	3,000	Supplies	3,000	3,000	3,000
	1,500	Vehicle Fuel	1,500	1,500	1,500
	800	Landscaping	800	800	800
	4,400	Utilities	4,400	4,400	4,400
	4,000	Equipment & Maintenance	4,000	4,000	4,000
	3,500	Expenses	3,500	3,500	3,500
33	\$ 17,200	Total Expenses	\$ 17,200	\$ 17,200	\$ 17,200
	\$ 83,020	Total Cemetery Budget	\$ 95,672	\$ 85,060	\$ 85,060

	\$	1,509,451	TOTAL PUBLIC WORKS	\$	1,580,490	\$	1,613,583	\$	1,559,583
HUMAN SERVICES									
BOARD OF HEALTH									
		900	Health Members' Stipends		900		900		900
		12,496	Health Nurse Wages		12,746		12,746		12,746
		26,514	Health/Sanitation Agent Wages		36,206		36,206		36,206
		19,412	Part-time Clerk Wages		19,800		19,800		19,800
34	\$	59,322	Total Salaries	\$	69,652	\$	69,652	\$	69,652
35	\$	2,750	Expenses	\$	3,733	\$	2,805	\$	2,805
	\$	62,072	Total Board of Health Budget	\$	73,385	\$	72,457	\$	72,457
COUNCIL ON AGING									
		58,555	Director's Salary		59,726		59,726		62,000
		36,153	Program Coordinator		36,876		36,876		36,876
		12,781	Outreach Worker		13,037		13,037		13,037
		20,482	Part Time Van Driver		20,892		20,892		20,892
36	\$	127,971	Total Salaries	\$	130,531	\$	130,531	\$	132,805
	\$	6,000	Expenses	\$	6,000	\$	6,000	\$	6,000
	\$	5,000	Vehicle Maintenance	\$	5,000	\$	5,000	\$	5,000
37	\$	11,000	Total Expenses	\$	11,000	\$	11,000	\$	11,000
	\$	138,971	Total Council on Aging Budget	\$	141,531	\$	141,531	\$	143,805
VETERANS									
		9,022	Veterans' Agent Salary		9,000		9,000		9,000
		36,500	Veterans' Benefits		30,000		30,000		30,000
38	\$	45,522	Total Veterans Budget	\$	39,000	\$	39,000	\$	39,000
	\$	246,565	TOTAL HUMAN SERVICES	\$	253,916	\$	252,988	\$	255,262
LIBRARY									
		66,026	Library Director's Salary		67,349		67,349		67,349
		119,290	Library Staff Wages		121,675		121,675		121,675
		9,945	Part Time Wages		10,532		10,532		10,532
39	\$	195,263	Total Salaries	\$	199,556	\$	199,556	\$	199,556
		50,499	Library Materials		51,920		51,920		51,920
		1,066	Technology		1,066		1,066		1,066
		1,066	Programs		1,066		1,066		1,066
		18,901	Dues		18,901		18,901		18,901
		2,132	Training		2,132		2,132		2,132
		4,335	Supplies		4,335		4,335		4,335
40	\$	77,998	Total Expenses	\$	79,420	\$	79,420	\$	79,420
	\$	273,261	Total Library Budget	\$	278,975	\$	278,975	\$	278,975
	\$	273,261	TOTAL LIBRARY	\$	278,975	\$	278,975	\$	278,975
DEBT SERVICE									
		302,685	Principal		225,000		225,000		285,800
		113,763	Long Term Interest		99,783		99,783		99,783
		-	Short Term Interest		2,700		2,700		2,700
		4,500	Administrative Fees		1,000		1,000		1,000
41	\$	420,948	Total Debt Budget	\$	328,483	\$	328,483	\$	389,283
	\$	420,948	TOTAL DEBT SERVICE	\$	328,483	\$	328,483	\$	389,283
UNCLASSIFIED									
		580,962	Essex County Retirement Contribution		620,551		620,551		620,551
		3,000	Unemployment Compensation		2,000		2,000		2,000
		66,000	Medicare Tax		55,000		55,000		55,000
		85,000	OPEB Trust Fund (Other Post Employment Benefits)		85,000		85,000		85,000
		750	Sealer of Weights & Measures		-		-		-
		500	Memorial Day Services		500		500		500
		20,000	Street Lighting		20,000		20,000		20,000
42	\$	756,212	Total Unclassified Budget	\$	783,051	\$	783,051	\$	783,051
	\$	756,212	TOTAL UNCLASSIFIED	\$	783,051	\$	783,051	\$	783,051
	\$	18,954,669	GRAND TOTAL	\$	20,551,678	\$	20,356,747	\$	20,286,998

BOARD OF SELECTMEN RECOMMENDS: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Motion to amend the article and add the following:

Article 35: To see if the Town will vote to raise and appropriate and transfer the following sums: FORTY THOUSAND DOLLARS (\$40,000) from Electric Light Department to General Fund, FIFTY THOUSAND DOLLARS (\$50,000) From Overlay Surplus to General Fund, TWENTY-THREE THOUSAND DOLLARS (\$23,000) from Conservation Fees to General Fund, and TWENTY-ONE THOUSAND DOLLARS (\$21,000) from Veasey Park Revolving Account to General Fund to defray the Town charges for the fiscal year ending June 30, 2022 as shown for the Departments listed below; or take any other action relative thereto.

Motion to hold and amend the following categories of the article.

Amend the Finance Board Recommendation of the Selectmen, Administrative Assistant Salary to TWENTY-FOUR THOUSAND SEVEN HUNDRED DOLLARS (\$24,700). This changes the Total Selectmen to NINETY-FOUR THOUSAND FIVE HUNDRED FIFTY DOLLARS (\$94,550).

5/24/2021 Motion to amend, Majority in Favor so declared the moderator.

Amend the Finance Board Recommendation of the Accountant's Salary to EIGHTY-EIGHT THOUSAND NINE HUNDRED FIFTY DOLLARS (\$88,950). This changes the Total Town Accountant Budget to NINETY-TWO THOUSAND FOUR HUNDRED FIFTY DOLLARS (\$92,450).

5/24/2021 Motion to amend, Majority in Favor so declared the moderator.

Amend the Finance Board Recommendation the Director of Economic Development, Planning and Conservation Dept to FIFTY-FIVE THOUSAND TWO HUNDRED TWENTY-ONE DOLLARS (\$55,221).

5/24/2021 Motion to amend, Unanimous in Favor so declared the moderator.

Amend the Finance Board and Selectmen recommended Pentucket Capital Assessment to TWO MILLION TWO HUNDRED FORTY-FIVE THOUSAND FIVE HUNDRED SIXTY-SIX DOLLARS (\$2,245,566). This changes the Total Education Budget to THIRTEEN MILLION SIXTY-ONE THOUSAND ONE HUNDRED EIGHTY-FIVE DOLLARS (\$13,061,185) and Total Education to THIRTEEN MILLION SIXTY-ONE THOUSAND ONE HUNDRED EIGHTY-FIVE DOLLARS (\$13,061,185). This change, correctly reflects the reduction in the Pentucket Capital Assessment per letter dated May 19, 2021.

5/24/2021 Motion to amend, Majority in Favor so declared the moderator.

Amend the Finance Board Recommendation Rubbish Collection Contract Expense to FIVE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$575,000). This changes the Total Rubbish Collection to FIVE HUNDRED EIGHTY-SIX THOUSAND NINE HUNDRED SIXTEEN DOLLARS (\$586,916) and the Total Public Works to ONE MILLION FIVE HUNDRED FIFTY-EIGHT THOUSAND FIVE HUNDRED EIGHTY-THREE DOLLARS (\$1,558,583).

5/24/2021 Motion to amend, Majority in Favor so declared the moderator.

Amend the Finance Board Recommendation of the Council on Aging Director's Salary to SIXTY-TWO THOUSAND DOLLARS (62,000). This changes the total Human Services Budget to TWO HUNDRED FIFTY-FIVE THOUSAND TWO HUNDRED SIXTY-TWO DOLLARS (\$255,262).

5/24/2021 – Motion to amend, Unanimous in Favor so declared the moderator.

Amend the Finance Board Recommendation Debt Service Principle to TWO HUNDRED EIGHTY-FIVE THOUSAND EIGHT HUNDRED DOLLARS (\$285,800). This changes the Total Debt Budget to THREE HUNDRED EIGHT NINE THOUSAND TWO HUNDRED SIXTY-THREE DOLLARS (\$389,263) AND THE Total Debt Service to THREE HUNDRED EIGHTY-NINE THOUSAND TWO HUNDRED SIXTY-THREE DOLLARS (\$389,263).

5/24/2021 Motion to amend, Unanimous in Favor so declared the moderator.

5/24/2021 – Motion to accept Article 35 as amended, Majority in Favor so declared the moderator.

ARTICLE 36: To see if the Town will vote to fix the salary and compensation of all elective and appointive officers of the Town for the twelve months ending June 30, 2022. Fixing of salaries according to Articles #25- #26 & #35 above; or take any other action relative thereto.

Article submitted by Finance Board

BOARD OF SELECTMEN RECOMMEND: FAVORABLE ACTION

FINANCE BOARD RECOMMENDS: FAVORABLE ACTION

DATE AND ACTION TAKEN: 5/24/2021 – Majority in Favor for Favorable Action so declared the moderator.

5/24/2021 – Motion to Dissolve the Annual Town Meeting at 9:55 PM, Majority in Favor so declared the moderator.

Annual Town Election:

Those qualified to vote in the Annual Election to meet in their respective voting precinct

Town Hall, 183 Main Street Groveland, MA on Monday, May 3, 2021, between the hours of 7:00 A.M. and 8:00 P.M. to elect the following Town Officers:

To Elect:

One (1) Assessor for one
year

(1) Assessor for three (3)
years

One (1) member of the Board of Health for three (3) years

One (1) member of the Cemetery Commission for three
(3) years

One (1) member of the Housing Authority for three (3)
years

One (1) member of the Housing Authority for five (5)
years

Three (3) Trustees of the Langley-Adams Library for three (3)
years

One (1) member of the Municipal Light Commission for one (1)
year

One (1) member of the Municipal Light Commission for three (3)
years

One (1) Moderator for one (1) year

One (1) Planning Board Member for one
(1) year

One (1) Planning Board Member for three
(3) years

One (1) member of the School Committee for three (3)
years

Two (2) Selectmen for three (3) years

One (1) member of the Water/Sewer Commission for two (2) years

One (1) member of the Water/Sewer Commission for three (3) years

APPENDIX A

FY2022 Capital Improvement Plan & 5 Year Capital Submissions & Recommendations

Department	Project	FY2022 Requested	FY2023	FY2024	FY2025	FY2026	FY2027	Totals	FY '22 Fin. Dir. Recommended	FY '22 BOS Recommended	FY '22 FinBd. Recommended
Bagnall Improvements	Asbestos Tile Removal	\$75,000						\$75,000	\$75,000		
	Replace Johnson Control Unit	\$150,000						\$150,000			
	Install Generator Café, Kitchen, Gym	\$100,000						\$100,000			
	Fire Alarm System Upgrade	\$50,000						\$50,000			
	R&R Restroom Fixtures	\$150,000						\$150,000			
	Grind/Topcoat Drive/Front Parking Lot	\$75,000						\$75,000			
	Library & Lab Carpet		\$20,000					\$20,000			
Cemetery Department	Replace PA System/VOIP System		\$75,000					\$75,000			
	Subtotal - Bagnall	\$600,000	\$95,000	\$0	\$0	\$0	\$0	\$695,000	\$75,000		
	John Deere Z920M mower	\$12,000						\$12,000	\$12,000		
	Tractor with front bucket		\$35,000					\$35,000			
	John Deere Z920M mower w/bagger				\$15,000			\$15,000			
	Subtotal- Cemetery Department	\$12,000	\$35,000	\$0	\$15,000	\$0	\$0	\$62,000	\$12,000		
	Handicap Access Van	\$60,000							\$60,000	\$60,000	\$60,000
Council on Aging	Subtotal - Council on Aging	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000	\$60,000	\$60,000
Facilities	Police/Fire Building Fascia Bd./EMS Shed Roof	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000	\$100,000		
	Subtotal - Facilities	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000	\$100,000		

<u>Department</u>	<u>Project</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>Totals</u>	<u>FY '22 Fin. Dir.</u>	<u>FY '22 BOS</u>	<u>FY '22 FinBd.</u>
Fire Department	Pumper Engine	\$500,000						\$500,000	\$500,000		
	Jaws of Life	\$48,000						\$48,000	\$48,000		
	Replace Squad 2		\$75,000					\$75,000			
	Replace Car 1		\$75,000					\$75,000			
Highway Department	8-Ton Truck (Replacing 2006 Peterbilt)	\$180,000						\$180,000	\$180,000		
	Backhoe (split between Highway/Water/Sewer)	\$57,750						\$57,750	\$57,750		
	Stetco Catch Basin Cleaner		\$95,000					\$95,000			
	Ford F550 1 ton Dump Cat 420 F Back Hoe			\$85,000		\$180,000		\$85,000			
Police Department	Subtotal - Highway Department	\$237,750	\$95,000	\$85,000	\$0	\$180,000	\$0	\$597,750	\$237,750		
	Replacement of Line Cruiser	\$51,500	\$52,000	\$52,500	\$53,000	\$53,500	\$54,000	\$316,500	\$51,500	\$51,500	\$51,500
	Subtotal - Police Department	\$51,500	\$52,000	\$52,500	\$53,000	\$53,500	\$54,000	\$316,500	\$51,500	\$51,500	\$51,500
	Carpeting	\$9,100						\$9,100	\$9,100		
Library	Sub-total - Library	\$9,100						\$9,100	\$9,100		
	Totals	\$1,618,350	\$527,000	\$237,500	\$168,000	\$333,500	\$154,000	\$2,878,350	\$1,093,350		

* \$135,000/3 Dep'ts.

APPENDIX B
REVOLVING FUND REPORTS TO TOWN MEETING

Pines Recreation Boat Ramp Revolving Fund – Fund 2409

FY21 Beginning Balance: \$18,391.51

Revenue through December 31, 2020: \$1,250.00

Expenses through December 31, 2020: \$7,740.07

Balance as of December 31, 2020: \$11,901.44

Zoning Board of Appeals Revolving Fund – Fund 2440

FY21 Beginning Balance: \$1,913.30

Revenue through December 31, 2020: \$0.00

Expenses through December 31, 2020: \$502.66

Balance as of December 31, 2020: \$1,410.64

Bagnall Summer Program Revolving Fund – Fund 2406

FY21 Beginning Balance: \$23,532.93

Revenue through December 31, 2020: \$0.00

Payroll: \$650.38

Expenses: \$0.00

Balance as of December 31, 2020: \$22,882.55

Council on Aging Revolving Fund – Fund 2407

FY21 Beginning Balance: \$15,101.51

Revenue through December 31, 2020: \$6,110.00

Expenses through December 31, 2020: \$4,558.68

Balance as of December 31, 2020: \$16,652.83

Fire CPR Class Revolving Fund – Fund 2451

FY21 Beginning Balance: \$56.56

Revenue through December 31, 2020: \$0.00

Expenses through December 31, 2020: \$0.00

Balance as of December 31, 2020: \$56.56

Pines Maintenance Revolving Fund – Fund 2660

FY21 Beginning Balance: \$6,050.00

Revenue through December 31, 2020: \$0.00

Expenses through December 31, 2020: \$244.80

Balance as of December 31, 2020: \$5,805.20

Groveland Day Revolving Fund – Fund 2661

FY21 Beginning Balance: \$10,938.14

Revenue through December 31, 2020: \$0.00

Expenses through December 31, 2020: \$1,000.00

Balance as of December 31, 2020: \$9,938.14

As of March 26, 2021

Veasey Memorial Park FY 2021 Revolving Fund Financial Report

Expenditures

Utilities

Main Building

Heat (gas)	\$ 4,000	\$ 1,886.00	47.15%
Electricity	\$ 6,300	\$ 4,647.52	73.77%
Internet /Phone /TV	\$ 2,200	\$ 2,145.76	97.53%
Water	\$ 1,800	\$ 606.76	33.71%
Alarm Telephone	\$ 600	\$ 500.00	83.33%
Alarm	\$ 450	\$ 925.35	205.63%

Outbuildings and grounds

Electricity	\$ 120	\$ 348.85	290.71%
Water	\$ 600	\$ 341.39	56.90%

Maintenance

Heating Systems

Main Building	\$ 250	\$ 250.00	100.00%
199 Washington	\$ 150	\$ 100.00	66.67%
Good Shepherds Cottage	\$ 250	\$ 250.00	100.00%

Other Systems

Septic Systems

Main Building	\$ 270	\$ 240.00	88.89%
199 Washington	\$ 250	\$ 240.00	96.00%
Good Shepherds Cottage	\$ 250		0.00%

Professional Services

Events Coordinator	\$ 16,000	\$ 1,250.00	7.81%
Commissions	\$ 27,500	\$ 8,011.25	29.13%
Marketing	\$ 2,400	\$ 840.00	35.00%
Facilities and Grounds Manager	\$ 20,800		0.00%
Housekeeping	\$ 9,500		0.00%
Carpet Cleaning	\$ 1,100		0.00%
Special Cleaning Projects	\$ 200		0.00%
Web Services	\$ 1,200	\$ 528.00	44.00%

Supplies

Administrative	\$ 2,200	\$ 278.69	12.67%
Housekeeping	\$ 600	\$ 291.49	48.58%
Hospitality	\$ 670	\$ 687.00	102.54%
Facilities	\$ 1,400	\$ 1,706.65	121.90%

Miscellaneous

Misc repairs	\$ 2,500	\$ 2,696.90	107.88%
Licenses	\$ 1,000	\$ 4,070.00	407.00%
Refunds		\$ 112.50	

Repairs

Apartment repairs fund	\$ 5,000	\$ 5,000.00	100.00%
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Insurance

Insurance	\$ 6,000	\$ 2,880.78	48.01%
Liquor liability	\$ 1,500		0.00%

Total Expenditures

	\$ 118,060	\$ 40,834.89	34.59%
			<u>Percent Rec'd</u>

79

Revenue

	<u>Goal FY 20</u>	<u>Actual Rec'd YTD</u>	
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Tenants

199 Washington St	\$ 21,600	\$ 16,200	
Good Shepherd Cottage	\$ 13,800	\$ 10,350	
Main Bldg Apartment	\$ 14,760	\$ 9,840	
Lucile's Cottage	\$ 5,400	\$ 3,600	
West Wing Office	\$ 3,600	\$ 2,700	
Storage Room	\$ 1,200	\$ 2,400	
VFW Room	\$ 900	\$ 1,800	
Utilities Cottage		\$ 154	
Rebate		\$ 223	
	\$ 61,260	\$ 47,267	77.16%

Long Term Partners					
Girl Scouts					
Visions					
	\$ 100				
	\$ 700	\$ 1,400			
		\$ 800	\$ 1,400		175.00%
Single Use /Events					
	\$ 55,000	\$ 10,585			
		\$ 55,000	\$ 10,585		19.25%
Fundraising					
Donations					
	\$ 1,000				
		\$ 1,000	\$ -		0.00%
Total Revenue		\$ 118,060	\$ 59,252.00		50.19%

Cash Position

On-hand at end of FY Year 2020	\$ 7,137.56
Revenue Year to Date FY 2021	\$ 59,252.00
Expenditures Year to Date FY 2021	\$ 40,834.89
On hand March 26, 2019 FY 2021	\$ 25,554.67

APPENDIX C

Chapter 30

WETLANDS PROTECTION BYLAW AND REGULATIONS

[HISTORY: Adopted by the Town Meeting of the Town of Groveland June 1995, as amended April 2006. Subsequent amendments noted where applicable.]

ARTICLE I **Wetlands Bylaw**

§ 30-1.1. Purpose and intent.

The purpose of this bylaw (~~or the Town of Groveland Ordinance~~) is to protect the wetlands, related water resources, and adjoining land areas in the Town of Groveland by controlling activities deemed by the Conservation Commission likely to have ~~an~~ significant or cumulative effect upon resource area values, including but not limited to the following: public or private water supply, ~~ground-water~~groundwater, flood control, erosion and sedimentation control, storm damage prevention, including coastal storm flowage, water quality, water pollution control, fisheries, shellfish, wildlife habitat, rare species habitat, including rare plant species, agriculture, aquiculture, and recreation values, deemed important to the community (collectively, the ~~“resource”~~“resource” resource area values protected by this ~~Bylaw~~bylaw). This bylaw is intended to utilize the Home Rule authority of this municipality to protect additional resource areas, for additional values, with additional standards and procedures stricter than those of the Wetlands Protection Act, ~~G.L. ChMGL~~G.L. ChMGL c. 131, § 40, and regulations thereunder, 310 CMR 10.00.

§ 30-1.2. Jurisdiction.

A. Areas subject to protection under the bylaw. The following resource areas are subject to protection under the bylaw:

- (1) Freshwater wetlands;
- (2) Marshes;
- (3) Wet meadows;
- (4) Bogs;
- (5) Swamps;
- (6) Lakes;
- (7) Rivers;
- (8) Ponds;
- (9) Streams;
- (10) Land within 100 feet of the above resource areas;
- (11) Land under water in the above areas;
- (12) Land subject to flooding or inundation by groundwater or surface water;
- (13) Land within 100 feet of said land subject to flooding or inundation; and
- (14) Land within 200 feet of the mean high water mark along the Merrimack River.

B. Activities subject to regulation under the bylaw. Any activity proposed or undertaken which will remove, fill, dredge, build upon, or alter a resource area specified in ~~paragraph 1,~~Subsection A herein is subject to regulation under the bylaw and requires the filing of a notice of intent (NOI) or (~~RFD~~) request for determination. (RFD). In the event the Conservation Commission determines that an activity outside said resource areas has

altered an area subject to protection under the bylaw, it shall impose such conditions on the activity or any portion thereof as it deems necessary to contribute to the protection of the interests identified in the bylaw.

§ 30-1.3. Conditional exceptions.

A. The application and permit required by this bylaw shall not be required for emergency projects necessary for the protection of the health and safety of the public, provided that the work is to be performed by or has been ordered to be performed by an agency of the commonwealth or a political subdivision thereof; provided that advance notice, oral or written, has been given to the Commission prior to commencement of work or within 24 hours after commencement; provided that the Commission or its agency certifies the work as an emergency project; provided that the work is performed only for the time and place certified by the Commission for the limited purposes necessary to abate the emergency; and provided that, within 21 days of commencement of an emergency project, a permit application shall be filed with the Commission for review as provided by this bylaw. Upon failure to meet these and other requirements of the Commission, the Commission may, after notice and a public hearing, revoke or modify an emergency project approval and order restoration and mitigation measures.

B. Other than as stated in this section, the exceptions provided in the Wetlands Protection Act, ~~G.L. Ch~~MGL c. 131, § 40, and regulations, 310 CMR 10.00, shall not apply under this bylaw.

§ 30-1.4. Application for permits and requests for determination; fees.

A. Written application for determination or permit shall be filed with the Commission to perform activities affecting resource areas protected by this bylaw. The permit application shall include such information and plans as are deemed necessary by the Commission to describe proposed activities and their effects on the resource areas protected by this bylaw. See ~~Section XV. 4a~~ v. § 30-3.1D(1) through (21) for plan requirements.

B. The Commission in appropriate cases may accept as the permit application and plans under this bylaw the notice of intent and plans filed under the Wetlands Protection Act, ~~G.L. Ch~~, MGL c. 131, § 40, and regulations, 310 CMR 10.00.

C. Any person desiring to know whether or not a proposed activity or an area is subject to this bylaw may in writing request a determination from the Commission. Such a request for determination of applicability (RDA) shall include information and plans as are deemed necessary by the Commission. Said RDA shall be submitted to the Commission on the appropriate form as issued by the MASS DEP and the Commission.

D. After public notice and public hearing, the Commission is authorized to include in any regulations adopted under this bylaw a fee schedule imposing application fees for permits, determinations, inspections, waivers and certificates of compliance. This application fee is in addition to that required by the Wetlands Protection Act, ~~G.L.~~MGL c. 131, ~~§~~§ 40, and shall be commensurate with the costs incurred by the Commission. Failure to pay any fee required by regulations duly promulgated by the Commission shall be grounds for denial of the application.

E. Upon receipt of a permit application or RDA, the Commission is authorized to require an applicant to pay a fee for the reasonable costs and expenses borne by the Commission for specific expert engineering and other consultant services deemed necessary by the Commission to come to a final decision on the application. This fee is called the "consultant fee." The specific consultant services may include but are not limited to the resource area survey and delineation, analysis, and environmental or land use law.

F. The Commission may waive the filing fee, consultant fee, and costs and expenses for a permit application or RDA filing by a government agency upon request.

G. The Commission may require the payment of the consultant fee at any point in its deliberations prior to a final decision. The applicant shall pay the fee to be put into a consultant services account of the Commission which may be drawn upon by the Commission for specific consultant services approved by the Commission at one of its public meetings.

(1) The exercise of discretion by the Commission in making its determination to require the payment of a consultant fee shall be based upon its reasonable finding that additional information acquirable only through outside consultants would be necessary for the making of an objective decision.

(2) The Commission shall return any unused portion of the consultant fee to the applicant unless the Commission decides at a public meeting that other action is necessary. Any applicant aggrieved by the imposition of, or size of, the consultant fee, or any act related thereto, may appeal according to the provision of the Massachusetts General Laws.

(3) The maximum consultant fee charged to reimburse the Commission for reasonable costs and expenses shall be according to the following schedule:

Project Cost	Maximum Fee
Up to \$50,000	No fee
\$50,001 to \$500,000	\$2,500
\$500,001 to \$1,000,000	\$5,000
\$1,000,001 to \$1,500,000	\$7,500
\$1,500,001 to \$2,000,000	\$10,000
Each additional \$500,000 project cost increment (over \$2,000,000) shall be charged at an additional \$2,500 maximum fee per increment.	

(4) The "project cost" means the estimated, entire cost of the project, including, but not limited to, building construction, site preparation, landscaping, and all site improvements. The consultant fee shall be paid pro rata for that portion of the project cost applicable to those activities within resource areas protected by this bylaw. The project shall not be segmented to avoid being subject to the consultant fee. The applicant shall submit estimated project costs at the Commission's request, but the lack of such estimated project costs shall not avoid the payment of the consultant fee.

(5) The Town hereby accepts the provisions of ~~G.L. Ch. 44~~, ~~§53E1~~ MGL c. 44, §53G 1/2 for the purpose of administering the consultant fee provisions of this bylaw.

§ 30-1.5. Notice and hearings.

A. Any person filing a permit application or ~~an~~ RDA with the Commission at the same time shall give written notice thereof, by certified mail (return receipt requested) or hand delivered, to all abutters at their mailing addresses ~~show~~ shown on the most recent

applicable tax list of the Assessors, including owners of land directly opposite on any public or private street or way, and abutters to the abutters within 300 feet of the property line of the applicant, including any in another municipality or across a body of water. The notice to abutters shall state where copies of the application may be examined and/or obtained by abutters. An affidavit of the person providing such notice or the original returned receipt and signed certified mail receipts, with a copy of the notice as mailed or delivered, shall be filed with the Commission, along with a certified abutters list. When a person requesting a determination is other than the owner, the request, the notice of the hearing, and the determination itself shall be sent to the owner as well as to the person making the request.

B. The Commission shall conduct a public hearing on any permit application or RDA, with written notice given at the expense of the applicant, five business days prior to the hearing, in a newspaper of general circulation in the municipality. An exception from advertising may be granted to single-family homeowners for bylaw-only filings.

C. The Commission shall commence the public hearing within 21 days from the receipt of the completed permit application or RDA, unless an extension is authorized in writing by the applicant.

D. The Commission shall issue its permit or determination in writing within 21 days of the close of the public hearing thereon unless an extension is authorized in writing by the applicant.

E. The Commission, in an appropriate case, may combine its hearing under this bylaw with the hearing conducted under the Wetlands Protection Act, ~~G.L. Ch~~MGL c. 131-§, § 40, and regulations, 310 CMR 10.00.

F. The Commission shall have authority to continue the hearing to a certain date announced at the hearing, for reasons stated at the hearing, which may include receipt of additional information from the applicant or others deemed necessary by the Commission in its discretion, or comments and recommendations of the boards and officials listed in ~~§ 30-1.6~~.

§ 30-1.6. Coordination with other boards.

The Commission shall provide a copy of any permit application or RDA to the Planning Board, Board of Health, and Building Inspector. A copy shall also be provided to the Conservation Commission of the adjoining municipality if the application or RDA pertains to property within 300 feet of the municipality. The Commission shall not take final action until the boards and officials have had at least 14 days from the receipt of notice to file comments and recommendations with the Commission, which the Commission shall take into account in rendering a final decision. Lack of response shall be deemed as no comments or recommendations by the board or official. The applicant shall have the right to receive any comments and recommendations, and to respond to them at a hearing of the Commission, prior to final action.

§ 30-1.7. Permits and conditions.

A. If the Commission, after a public hearing, determines that the activities which are subject to the permit application ~~of~~ for the land and water uses which will result therefrom are likely to have a significant individual or cumulative effect upon the resource area values protected by this bylaw, the Commission, within 21 days of the close of the hearing, shall issue or deny a permit for the activities requested. If it issues a permit, the Commission shall impose conditions which the Commission deems necessary or desirable to protect those values, and all activities shall be done in accordance with those conditions. The Commission shall take into account the cumulative adverse effects of loss, degradation, isolation, and replication of protected resource areas through the community

and the watershed, resulting from past activities, permitted and exempt, and foreseeable future activities.

B. The Commission is empowered to deny a permit for failure to meet the requirements of this bylaw; for failure to submit necessary information and plans requested by the Commission; for failure to meet the design specifications, performance standards, and other requirements in the regulations of the Commission; for failure to avoid or prevent unacceptable significant or cumulative effects upon the resource area values protected by this bylaw; and where no conditions are adequate to protect those values. Due consideration shall be given to any demonstrated hardship on the applicant by reason of denial, as presented at the public hearing.

C. Land within 100 feet of specific resource areas ~~are~~ is presumed important to the protection of these resources because activities undertaken in close proximity to wetlands and other resources have a high likelihood of adverse impact upon the wetland or other resource, either immediately, as a consequence of construction, or over time, as a consequence of daily operation or existence of the activities. These adverse impacts from construction and use can include, without limitation, erosion, siltation, loss of groundwater, degraded, poor water quality, and loss of wildlife habitat. The Commission therefore may require that the applicant maintain a strip of continuous, undisturbed vegetative cover within the 100-foot area, unless the applicant convinces the Commission that the area or part of it may be disturbed without harm to the values protected by the bylaw.

D. To prevent wetland loss, the Commission shall require applicants to avoid wetlands alteration wherever feasible; shall minimize wetlands alteration; and, where alteration is unavoidable, shall require full mitigation. The Commission may authorize or require replication of wetlands as a form of mitigation, but only with adequate security, professional design, and monitoring to assure success, because of the high likelihood of failure of replication.

E. A permit shall expire two years from the date of issuance. Notwithstanding the above, the Commission in its discretion may issue a permit expiring five years from the date of issuance for recurring or continuous maintenance work, provided that a request for renewal is received in writing by the Commission prior to expiration. Notwithstanding the above, a permit may contain requirements which shall be enforceable for a stated number of years, indefinitely, or until permanent protection is in place, and which shall apply to all owners of the land.

F. For good cause, the Commission may revoke or modify a permit or determination issued under this bylaw after notice to the holder of the permit or determination, notice to the public, abutters, and town boards, pursuant to ~~§-V 30-1.5~~ and ~~§-VI this § 30-1.7~~, and a public hearing.

G. The Commission in an appropriate case may combine the permit or determination issued under this bylaw with the order of conditions or determination of applicability issued under the Wetlands Protection Act, ~~G.L. ChMGL~~ c. 131, § 40, and regulations, 310 CMR 10.00.

H. No work proposed in any permit application shall be undertaken until the permit issued by the Commission with respect to such work has been recorded in the Registry of Deeds or, if the land affected is registered land, in the Registry Section of the Land Court for the district wherein the land lies; and until the holder of the permit certifies in writing to the Commission that the permit has been recorded.

§ 30-1.8. Definitions.

A. In addition to the definitions of 310 CMR 10.00, which are incorporated herein by reference, the following definitions shall apply in the interpretation and implementation of

this bylaw:

ALTER — Shall include, without limitation, the following activities when undertaken to, upon, within or affecting resource areas protected by this bylaw:

- (1) Removal, excavation, or dredging of soil, sand, gravel, or aggregate materials of any kind;
- (2) Changing of preexisting drainage characteristics, flushing characteristics, salinity distribution, sedimentation patterns, flow patterns, or flood retention characteristics;
- (3) Drainage, or other disturbance of water level or water table;
- (4) Dumping, discharging or filling with any material which may degrade water quality;
- (5) Placing of fill, or removal of material, which would alter elevation;
- (6) Driving of piles, erection, or repair of buildings, or structures of any kind;
- (7) Placing of obstructions or objects in water;
- (8) Destruction of plant life, including cutting of trees;
- (9) Changing temperature, biochemical oxygen demand, or other physical, biological, or chemical characteristics of any waters;
- (10) Any activities, changes, or work which may cause or tend to contribute to pollution of any body of water or ~~ground water~~groundwater;
- (11) Application ~~or~~ of pesticides or herbicides;
- (12) Incremental activities which have, or may have, a cumulative adverse impact on the resource areas protected by this bylaw.

BANK — Shall include the land area which normally abuts and confines a water body; the lower boundary being the mean annual flow level, and the upper boundary being the first ~~observance~~observable break in the slope or the mean annual flood level, whichever is higher.

PERSON — Shall include any individual, group of individuals, association, partnership, corporation, company, business organization, trust, estate, the commonwealth or political subdivision thereof to the extent subject to Town bylaws, administrative agency, public or quasi-public corporation or body, this municipality, and any other legal entity, its legal representative, agents, or assigns.

RARE SPECIES — Shall include, without limitation, all ~~vertebrae~~vertebrate and invertebrate animal and plant species listed as endangered, threatened, or of special concern by the Massachusetts Division of Fisheries and Wildlife, regardless of whether the site in which they occur has been previously identified by the Division.

VERNAL POOL — Shall include a confined basin depression, which, at least in most years, holds water for a minimum of two continuous months during the spring and/or summer, and which is free of adult fish populations, as well as the area within 100 feet of the mean annual boundary of such a depression, regardless of whether the site has been certified by the Massachusetts Division of Fisheries and Wildlife.

B. Except as otherwise provided in the bylaw or in ~~regulation~~regulations of the Commission, the definitions of terms in this bylaw shall be as set forth in the Wetlands Protection Act, ~~G.L. Ch~~MGL c. 131, § 40, and regulations, 310 CMR 10.00.

ARTICLE II
Wetlands Regulations

§ 30-2.1. Regulations-General provisions.

A. Burden of proof. The applicant for a permit shall have the burden of providing by a preponderance of the credible evidence that the work proposed in the application shall not have an unacceptable, significant or cumulative negative effect upon the values of the resource area(s) protected by this bylaw. Failure to provide adequate evidence to the Commission supporting this burden shall be deemed sufficient cause for the Commission to deny a permit or grant a permit with conditions.

B. Presumption concerning Title 5 of the State Environmental Code. In accordance with 310 CMR Section-10.03(3), ~~except~~ the following additional restrictions apply:

(1) None of the components of the subsurface disposal system may be located within 50 feet of the following resource area: ~~Freshwater Wetlands, Marshes, Wet Meadows, Bogs, Swamps, Lakes, Rivers, Ponds, areas~~ freshwater wetlands, marshes, wet meadows, bogs, swamps, lakes, rivers, ponds or streams.

(2) The leaching facility of said system, including the reserve area, shall be set back 100 feet from any resource area identified in paragraph ~~310 CMR 10.03(2)(a) herein~~.

(3) The setback distance specified above shall not be required for the renovation or replacement (but is required for the substantial enlargement) of septic systems constructed prior to the date these regulations are promulgated, provided such work has been approved by the Groveland Board of Health, as required by law.

C. Dimensional regulations.

(1) Underground storage tanks for chemical and petroleum products, regardless of size, shall not be located within 100 feet of any resource area described in ~~Section II§ 30-1.2~~.

(2) No paddock shall be installed within 100 feet of any resource area described in ~~Section II§ 30-1.2~~ (except for 100-foot-foot buffer areas).

(3) Commercial, institutional, industrial structures and associated parking facilities shall not be installed within 100 feet of any resource area described in ~~Section II§ 30-1.2~~ (except for 100-foot-foot buffer areas).

(4) Any other structure requiring a building permit, including, but not limited to, dwellings, garages, decks, storage sheds, swimming pools, etc., shall not be installed within 75 feet of any resource area described in ~~Section II§ 30-1.2~~ (except for 100-foot-foot buffer areas).

(5) Driveways and utility service connections or mains shall not be installed within 25 feet of any resource area described in ~~Section II§ 30-1.2~~ (except for the 100-foot-foot buffer areas).

(6) Manure shall not be stockpiled or stored within 100 feet of any resource area described in ~~Section II§ 30-1.2~~ (except for the 100-foot-foot buffer areas).

D. Seasonal restrictions.

(1) Work within a resource area shall be performed during ~~the low flow~~ "low flow" months of the year whenever practical. Springtime is not the proper time of year for working within a wet area. The Commission shall impose construction date limitations on an as-needed basis determined by each individual project.

(2) All stabilization work must commence by October 15 and be in place and fully functional prior to November 1. This shall include any and all required planting (or temporary protection methods), slope protection, and pavement as required by the Commission in its decision. No work within any resource area described in ~~Section II§ 30-1.2~~ shall be permitted after ~~November 1~~ October 31 or before April 15 of the following year.

§ 30-2.2. Wetlands (freshwater wetlands, wet meadows, marshes, swamps and bogs).

A. PreambleFindings.

(1) Freshwater wetlands are likely to be significant to public or private water supply, ~~ground-water~~groundwater supply, flood control, storm damage prevention, prevention of pollution, the protection of fisheries and wildlife habitat, recreation, and aesthetics.

(2) The plant communities, soil, and associated low topography of freshwater wetlands remove or detain sediments, nutrients (such as nitrogen and phosphorus) and toxic substances (such as heavy metal compounds) that occur in runoff and ~~flood waters~~floodwaters.

(3) Some nutrients and toxic substances are detained for years in plant root systems or in the soils. Others are held by plants during the growing season and released as the plants decay in the fall and winter. This latter phenomenon delays the impacts of nutrients and toxins until the cold weather period, when such impacts are less likely to reduce water quality.

(4) Freshwater wetlands are areas where groundwater discharges to the surface and where, under some circumstances, surface water discharges to the groundwater. The profusion of vegetation and the low topography of freshwater wetlands slow down and reduce the passage of ~~flood waters~~floodwaters during periods of peak flows by providing temporary ~~flood-water~~floodwater storage, and by facilitating water removal through flood damage to private and public property. During dry periods, the water retained in freshwater wetlands is essential to the maintenance of base flow levels in rivers and streams, which in turn is important to the protection of water quality and water supplies.

(5) Wetland vegetation provides shade that moderates temperatures important to fish life. Wetlands and adjacent water bodies and waterways provide food, breeding habitat and cover to fish. Fish populations in the larval stage are particularly dependent on food provided by ~~over-bank~~overbank flooding which occurs during peak flow periods (extreme storms), because most river and stream channels do not provide sufficient quantities of the microscopic plant and animal life required.

(6) Wetland vegetation supports a wide variety of insects, reptiles, amphibians, mammals, and birds, which are a source of food for important game fish. Freshwater wetlands are probably the Town's most important habitat for wildlife. The hydrologic regime, plant community composition and structure, soil composition and structure, topography and water chemistry of freshwater wetlands provide important food, shelter, migratory and overwintering areas, and breeding areas for many birds, mammals, amphibians, and reptiles. A wide variety of vegetative wetland plants, the nature of which are determined in large part by the depth and duration of water, as well as soil and water composition, are utilized by varied species as important areas for mating, nesting, brood rearing, shelter, and (directly and indirectly) food. The diversity and interspersions of the vegetative structure is also important in determining the nature of its wildlife habitat. Different habitat characteristics are used by different wildlife species during summer, winter, and migratory seasons.

B. Identification and applicability.

(1) The Groveland bylaw is not restricted to protection of bordering vegetated wetlands, but applies to all wetlands. Wetlands and their boundaries shall be identified in the manner designated in ~~G.L. CMGL c. 131-Section~~, § 40, incorporated herein by reference. Where appropriate, the Commission may use additional criteria for the identification of wetlands and their boundaries, including, but not limited to, soil type.

(2) Only isolated wetlands greater than 5,000 square feet in area are subject to protection under these regulations.

C. Review period. Wetland boundary delineations shall be reviewed only between April 1 and December 1 of each year, unless the Commission grants a waiver on a particular site due to the low probability of error, or reserves the right to adjust the boundary during the growing season.

D. Presumption. Where a proposed activity involves the removing, filling, dredging, or altering of a freshwater wetland, the Commission shall presume that such area is significant to the interests specified in paragraph X.4 Subsection A herein.

E. General performance standards. Any proposed work in freshwater ~~Wetland~~ wetlands shall not destroy or otherwise impair any portion of said area. However, and at its sole discretion, the Commission may issue a permit allowing work which results in the loss of up to 5,000 square feet of freshwater wetlands when said area is replaced in accordance with the following general conditions and any specific conditions the Commission deems necessary to ensure that the replacement area will function in a manner similar to the area that will be lost:

(1) The surface of the replacement area to be created (the ~~â€œreplacement areaâ€œ~~ "replacement area") shall be at least equal to that of the area which will be lost (the ~~â€œlost areaâ€œ~~ "area"). At the discretion of the Commission, the replacement area may be required to exceed the size of the lost area.

(2) The ~~ground-water~~ groundwater and surface water elevations of the replacement area shall be approximately equal to that of the lost area.

(3) The overall horizontal configuration and location of the replacement area with respect to the bank shall be similar to that of the lost area.

(4) The replacement area shall have an unrestricted hydraulic connection with the same water body or waterway associated with the lost area.

(5) The replacement area shall be located within the same general area of the water body or reach of the waterway as the lost area.

(6) A minimum of 75% of the replacement area shall be reestablished with indigenous wetland plant species within two growing seasons, and prior to said vegetative establishment any exposed soil in the replacement area shall be temporarily stabilized to prevent erosion in accordance with the U.S. Soil ~~Soil~~ Natural Resources Conservation Service methods.

(7) The replacement area shall be provided in a manner which is consistent with all other performance standards for each resource area described in these regulations.

F. Alteration of finger-like wetland areas. Notwithstanding the provisions of paragraph X.5a ~~g~~ Subsection E(1) through (7) herein, the Commission may issue a permit allowing work which results in the loss of a portion of the freshwater wetlands when:

(1) Said portion has a surface area less than 500 square feet;

(2) Said portion extends in a distinct linear configuration (~~â€œfinger~~ ("finger-like")) into adjacent uplands; and

(3) In the judgment of the Commission, it is not reasonable to scale down, redesign or otherwise change the proposed work so that it could not be completed without the loss of said wetland.

G. Limited projects in wetlands. Notwithstanding the provisions of paragraphs X.5 Subsections E and X.6F herein, the Commission, at its sole discretion, may issue a permit for the limited range of projects identified in 310 CMR 10.53.

§ 30-2.3. Land under water bodies and waterways (rivers, streams, ponds, lakes).

Refer to Sections I, II, §§ 30-1.1, 30-1.2 and X30-2.2 of the bylaw.

§ 30-2.4. Land subject to flooding.

Refer to Sections I, II, §§ 30-1.1, 30-1.2 and X30-2.2 of the bylaw.

§ 30-2.5. Rare or endangered species.

Refer to Sections I, II, §§ 30-1.1, 30-1.2 and ~~X~~30-2.2 of the bylaw. Any project shown to be within an area of an endangered, threatened or special concern species as shown on the current Estimated Habitat Map shall submit notice of the project to Massachusetts Natural Heritage and Endangered Species Program in accordance with 310 CMR 10.37 and 10.59. Notification shall be a required simultaneously with the filing before the Commission.

§ 30-2.6. Buffer zone.

A. ~~Preamble~~Findings.

(1) It has been the ~~Commission's~~^{Commission's} experience that any project undertaken in close proximity to a wetland resource area is likely to result in some type of alteration, either immediately, as a consequence of construction, or over a longer period of time, as a consequence of daily operation of the completed project. Accordingly, these regulations require that any person intending to perform work within 100 feet of a resource area must submit to the Commission either an RDA or a notice of intent. This way, the Commission has an opportunity to review the proposed project to determine whether any alteration of the resource area will occur, and whether any resulting alteration is in compliance with this or other applicable performance standards.

(2) If, in response to a request for determination of applicability, the Commission finds that work within the buffer zone will not alter the resource area, it may issue a negative determination of applicability, with or without conditions.

B. Presumption.

(1) Based on experience to date with projects in the buffer zone, the Commission may presume that work in the categories below closer than the tabulated distances ~~from~~^{to} the resource protected by the buffer zone will result in an alteration of the resource.

(2) Refer to ~~Section IX, § 30-2, IX-3, 1B, C and IX-4D~~ for regulations concerning subsurface disposal systems, dimensional restrictions and setbacks and calendar dates for work within the buffer zone.

(3) The following activities within the buffer zone will typically be considered not to have a negative effect on an adjacent resource area:

(a) Landscape plantings, to within 25 feet of the protected area, provided that areas disturbed are mulched immediately and there is no change in grade. Species of plants likely to invade the resource area shall be prohibited.

(b) Construction or installation of fences or structures that do not require a building permit where no extensive filling or grading of the area is involved.

C. Additional restrictions along the Merrimack River.

(1) ~~Preamble~~Findings. The Merrimack River and its banks are a vital part of our ecosystem. Many species rely entirely on the river as a habitat to feed, reproduce and survive. Some of these species are listed as rare, threatened or endangered, such as the bald eagle, deer, moose and numerous other mammals, as well as birds, reptiles, amphibians and fish also rely on this habitat for survival.

(2) A 200-foot no-work zone (measured horizontally from the mean annual high-tide water mark) shall be established along the bank of the Merrimack River. No cutting of trees, undergrowth, brush, etc., shall be permitted in this area. Access to the River shall be permitted by one ~~7-seven-foot-max-maximum~~ wide path as described in section XIV.4.Subsection D. The path shall be used solely for foot traffic access to the water's edge or a private dock. The wooded area must be maintained with a natural leaf litter or mulch. No planting of other than indigenous species shall be permitted (including any species of grass). No fertilizers, pesticides, or herbicides shall be permitted within this

area.

D. Cutting of vegetation- (except as established in paragraph ~~3~~Subsection C of this section)

(1) No-cut zone. There shall be a no-cut zone 25 feet in depth (measured horizontally from the mean annual high water mark) adjacent to the protected resource. Vegetation in this zone shall not be cut or trimmed in any manner. A single path to the resource area per lot may be created and maintained if limited to seven feet in width. Paths on adjacent lots shall be separated by a minimum of 25 feet.

(2) Understory. Mowing or cutting vegetation to within 25 feet (measured horizontally from the mean annual high water mark) of the protected resource area is allowed without filing a notice of intent, provided that soil is not exposed to erosion and that sod cover or natural litter is maintained.

(3) Overstory/Canopy. To promote recharge of the groundwater and avoid excessive runoff, not more than 40% of the trees in the buffer zone shall be removed. No clear-cutting of ~~trees~~trees shall be permitted within any buffer zone. Minimal clearing to allow erection of permitted structures will be allowed. All permissible cutting shall be done in such a manner so as to ensure that a well-distributed stand of trees, by size, and other vegetation remains throughout the buffer zone.

(4) Pre-existing Use. Landscaping in a buffer zone in existence on the date these regulations are promulgated may be maintained. However, landowners are encouraged to comply with these regulations in order to protect the values identified in the Groveland Wetland Protection Bylaw.

E. Limited Projects in the buffer zone. Notwithstanding the provisions of paragraphs ~~XIV-2~~Subsections B and XIV-3C herein, the Commission at its sole discretion may issue a permit for execution of work in the buffer zone of the limited range of projects identified in 310- CMR 10.53.

ARTICLE III Administration

§ 30-3.1. Procedures.

A. Bylaw. The procedures detailed for submitting and approving applications in the bylaw shall apply. The Commission may supplement these procedures with updates posted on its website.

B. Review of materials. All materials requested by the Commission for review shall be submitted at least 14 days prior to a subsequent posted meeting during which a decision is to be rendered.

C. Copies. All notices of intent and request for determination applications shall contain two ~~(2)~~ sets of the complete filing.

D. Plan requirements. The following requirements apply to plans submitted. At its sole discretion, and with the exception of subparagraphs ~~h), i), j), k), l),~~ Subsection D(8), (9), (10), (11), (12) and (17), the Commission may relax these requirements for small projects filed by the owner of an existing single-family home.

(1) Sheet size: maximum 24 ~~in-~~inches by 36 inches.

(2) Scale: not smaller than ~~4one~~ one inch ~~=equals~~ 50 feet.

(3) Title block: located along the right-hand edge:

(a) Name of owner of record, applicant, surveyor/PE (if involved).

(b) Lot number, street number, street, Assessor's map and lot number.

(c) Original date.

(d) Revision area for dates and nature of revisions.

(e) Scale.

- (4) North arrow.
 - (5) Locus.
 - (6) Nearest utility pole number, if applicable.
 - (7) Reference benchmark.
 - (8) Legend depicting all natural resources.
 - (9) All resource areas.
 - (10) Wetland boundaries indicated by number points corresponding to flags placed in field.
 - (11) 100-foot buffer zone.
 - (12) Off-site resource areas within 100 feet of proposed work.
 - (13) Existing improvement, e.g., buildings, stone walls, trails, trees, etc.
 - (14) All existing topography and proposed contours at no less than 2' two-foot intervals.
 - (15) Cross-sections.
 - (16) Location of well and septic system, with reserve area.
 - (17) Erosion/Sedimentation control measures.
 - (18) Replication areas with plantings and a plant legend.
 - (19) All proposed drainage improvements, discharge points, retention and detention areas, with calculations.
 - (20) Property boundaries, rights-of-way, easements, restrictions.
 - (21) 100-year ~~flood plain~~ floodplain boundary and elevation.
- E. ~~Abutter~~ Abutter's list. The abutter's list is to be certified by the Assessor's office.
- F. Consultant services. In those cases wherein ~~Section IV of the Bylaw (§ 30-1.4, Application for permits and requests for determination); fees, of the bylaw~~ is applicable, a contract for consultant services shall be signed by the Commission and such services shall be funded by the applicant prior to any further action by the Commission on the notice of intent.
- G. ~~Advertizing~~ Advertising fee. The ~~advertising~~ advertising fee for public notice will be billed directly to the applicant by the newspaper in which the project is ~~advertized~~ advertised.
- H. Hardship. The Commission, in its sole discretion, may permit a project in a resource area if denial would result in effectively taking the use of the property from the owner. In such cases, the Commission may modify the scope and detail of the proposed project to minimize impact on the values protected by the bylaw.

§ 30-3.2. Effective date.

- A. The effective date of the ~~by-law~~ bylaw and regulations contained herein shall be as provided in ~~G.L.MGL~~ c. 40, § 32. The regulation shall not, however, apply to:
- (1) Any structure or use lawfully in existence or lawfully begun prior to the effective date;
 - (2) Any structure or use which is the subject of either a pending application, otherwise known as a "notice of intent," or a request for determination of applicability, filed prior to the effective date;
 - (3) Any structure or use for which any extensions of or modifications or amendments to any existing wetlands permit, ~~any may~~ now or hereafter be issued, the original notice of intent for which was filed prior to the effective date;
 - (4) Any lot for which a preliminary or definitive plan for subdivision has been submitted to the Groveland Planning Board and remains pending prior to the effective date pursuant to ~~Sections 3.2 (Preliminary Plan) and 3.3 (Definitive Plan)~~ § 70-3.3, Preliminary plan, and § 70-3.4, Definitive plan, of the Rules and Regulations governing the Subdivision of Land in the Town of Groveland and Chapter 41 of the General Laws;

(5) Any proposed structure or use on any lot existing prior to the effective date in which a proposed structure or use cannot fully comply with the regulations due to lot size, shape, or topography, in which event any such proposed structure or use shall comply with these regulations to the extent reasonably capable of so -doing, as determined by the Commission in its sole ~~discretion~~discretion. Financial limitations shall not be deemed as a reason for ~~non-compliance~~noncompliance on any new construction if the dimensional requirements can be met.

B. The parcels of land excepted from the Regulations pursuant to XVI. (a) ~~(e) Subsection A(1) through (5) above~~ shall, however, together with all other land which is subject to the bylaws, remain subject to the bylaw and regulations in effect immediately prior to the effective date.

§ 30-3.3. Security.

As part of a permit issued under this bylaw, in addition to any security required by any other municipal or state board, agency, or official, the Commission may require that the performance and observance of the conditions imposed thereunder (including conditions requiring mitigation work) be secured wholly or in part by one or more of the methods described ~~on the following page:~~in Subsections A and B below:

A. By a proper bond or deposit of money or negotiable securities or other undertaking of financial responsibility sufficient, in the opinion of the Commission, to be released in whole or in part upon issuance of a certificate of compliance for work performed pursuant to the permit;

B. By a conservation restriction, easement, or other covenant enforceable in a court of law, executed and duly recorded by the owner of record, running with the land to the benefit of this municipality, whereby the permit conditions shall be performed and observed before any lot may be conveyed other than by mortgage deed. This method shall be used only with the consent of the applicant.

§ 30-3.4. Enforcement; violations and penalties.

No person shall remove, fill, dredge, build upon, degrade, or otherwise alter resource areas protected by this bylaw, or cause, suffer, or allow such activity, or leave in place unauthorized fill, or otherwise fail to restore illegally altered land to its original condition, or fail to comply with a permit or an enforcement order issued pursuant to this bylaw.

A. Enforcement authority.

(1) The Commission, its agents, officers, and employees shall have authority to enter upon privately owned land for the purpose of performing their duties under this bylaw and may make or cause to be made such examinations, surveys, or sampling as the Commission deems necessary, subject to the Constitutions and laws of the United States and the commonwealth.

(2) The Commission shall have authority to enforce this bylaw, its regulations, and permits issued hereunder by violation notices, administrative orders and civil and criminal court actions, and by ~~non-criminal~~noncriminal disposition pursuant to G.L.MGL c. 40, § 21D. Any person who violates provisions of this bylaw, may be ordered to restore the property to its original condition and take other action deemed necessary to remedy such violations, or may be fined, or both.

(3) Upon request, the Commission, the Board of Selectmen and the Town Counsel shall take legal action for enforcement under civil law. Upon request of the Commission, the Chief of Police shall take legal action for enforcement under the criminal law.

(4) Municipal boards and officers, including any police officer or other officer having police powers, shall have the authority to assist the Commission in enforcement.

B. Any person who violates any provision of this bylaw, or regulations, permit or administrative orders issued thereunder, shall be punished by a fine of not more than \$300. Each day or portion thereof during which a violation continues, or unauthorized fill or other alteration remains in place, shall constitute a separate offense, and each provision of the bylaw, regulations, permits, or administrative orders violated shall constitute a separate offense.

§ 30-3.5. Appeals.

A decision of the Commission shall be reviewable in the Superior Court in accordance with ~~G.L. Ch~~MGL c. 249, § 4.

§ 30-3.6. Relation to Wetlands Protection Act.

This bylaw is adopted under the Home Rule Amendment of the Massachusetts Constitution and the Home Rule ~~statues~~statutes, independent of the Wetland Protection Act, ~~G.L. Ch~~MGL c. 131, § 40, and regulations, 310 CMR 10.00, thereunder.

§ 30-3.7. Severability.

The invalidity of any section or provision of this bylaw shall not invalidate any other section or provision thereof, nor shall it invalidate any permit or determination which previously has been issued.

APPENDIX D

§ 50-6.1 FLOODPLAIN OVERLAY DISTRICT.

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 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 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 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) 400 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: 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.

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 percent 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 percent 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:

- 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
- Any alteration of a "historic structure," provided that the alteration will not preclude the structure's continued designation as a "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 flood plain 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 flood plain 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 AH: Areas of special flood hazards having shallow water depths and/or unpredictable flow paths between (1) and (3) feet, and with water surface elevations determined.

ZONE AO: Area of special flood hazards having shallow water depths and/or unpredictable flow paths between (1) and (3) ft. (*Velocity flow may be evident; such flooding is characterized by ponding or sheet flow.*)

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.)

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.*)

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).

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.

All subdivision proposals and development proposals in the Floodplain Overlay District shall be reviewed to assure that:

- 1) Such proposals minimize flood damage.
- 2) Public utilities and facilities are located & constructed so as to minimize flood damage.
- 3) Adequate drainage is provided.

When proposing subdivisions or other developments greater than 50 lots or 5 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 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 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 Floodplains Administrator.

I. Application Procedure.

See Section 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.

J. 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 & Floodway Map dated July 3, 2012. These maps indicate the 1%-chance regulatory floodplain. The exact boundaries of the Floodplain Overlay District shall be defined by the 1%-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.

K. 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.

L. 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.

2) In Zones A1-30 and AE, along watercourses that have a regulatory floodway designated on the Town's most recent FIRM or Flood Boundary & 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.

M. 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 6 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 I 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

N. 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

O. 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.

P. Recreational vehicles.

In A1-30, AH, AE Zones, V1-30, VE, and V 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.

Q. Use Regulations.

All development in the Floodplain Overlay District, including structural and non-structural activities must be in compliance with M.G.L. Chapter 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);

R. Permitted uses.

All uses normally allowed in the underlying zone(s), provided that 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.

S. 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.

T. 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.

U. 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.

V. Enforcement.

Enforcement shall be in compliance with Section 500-14.2 of this bylaw and with Chapter 40A Section 7.

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 E

TABLE OF MOTIONS

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Table of Basic Points of Motion

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

* Same rank as motion out of which they arise.

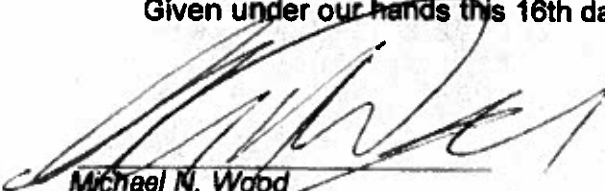

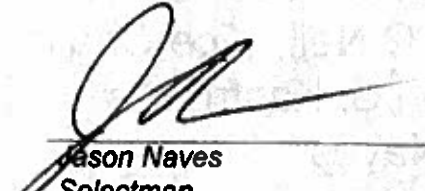

** Same rank and debatable to same extent as motion being reconsidered.

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

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

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

Given under our hands this 16th day of May in the year of our Lord two thousand twenty-one.


Michael N. Wood
Chairman
William O'Neil
Vice Chair
Kathleen Kastrinelis
Selectwoman
Jason Naves
Selectman
Edward H. Watson
Selectman

A true copy, attest:


Elizabeth Cunniff, Town Clerk
Jeffrey T. Gillen, Police Chief

OFFICER'S RETURN

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


Elizabeth Cunniff, Town Clerk
Jeffrey T. Gillen, Police Chief

**TOWN OF GROVELAND
MASSACHUSETTS
2020-2021**

BOARD OF SELECTMEN

Michael N. Wood, Chair
William O'Neil, Vice Chair
Kathleen S. Kastrinelis
Jason Naves
Edward Watson

INTERIM FINANCE DIRECTOR

KEVIN E. PAICOS

FINANCE BOARD

Ruth Rivard, Chair
Theresa Dunn
Melissa Baker, Secretary
Sarah McGrath
Susan Yaskell



TOWN OF GROVELAND

2021 SPECIAL TOWN MEETING WARRANT COMMONWEALTH OF MASSACHUSETTS

Special Town Meeting: Monday, December 6, 2021

Essex, ss:

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

GREETINGS:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the Annual Town Meeting to meet at the Dr. Elmer S. Bagnall School, 253 School Street, Groveland, MA on Monday, December 6, 2021 @ 7:00 P.M. to act upon or take any other action relative thereto on the following Articles:

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

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

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

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

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

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

Vote unanimous article passes so declared the moderator.

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

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

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

FINANCE BOARD RECOMMENDS:

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

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

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

Amended article was moved and seconded.

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

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

Simple majority required, hand count requested.

Vote to Amend the Article, majority in favor to support the amended article.

Vote Hand Count: In Favor 48, Opposed 32

Amended article accepted and passes so declared the moderator.

AMENDED ARTICLE 2: To see if the Town will vote to transfer FIFTEEN THOUSAND DOLLARS (\$15,000) from Stabilization Fund Account #8500-040-35992-000 to the Treasurer/Collection Clerk Expense Account #1001-133-51112-051 for a Treasurer Clerk; or take any other action relative thereto Article *(Requires a 2/3rds majority)*

12/06/2021 -Vote the article as amended. A 2/3 vote required, hand count requested.

Vote Hand Count: In favor 63 Opposed 19

Amended Article passes so declared the moderator.

ARTICLE 3: To see if the Town will vote to transfer SIX THOUSAND FIVE HUNDRED TEN DOLLARS (\$6,510.00) from the Stabilization Fund Account #8500-040-35992-000 to the Public Health Nurse Salary Account #1001-511-51120-051; or take any other action relative thereto Article submitted by the Board of Health *(Requires a 2/3rds majority)*

Note: Due to COVID-19 and the public health response the Board of Health is looking to increase the hours of the Public Health Nurse from six to twelve.

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

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

Discussion: Resident statement requesting that the Board of Health offer reports at the Annual Town Meeting in May. Deborah Hull, Chair of the Board of Health spoke in support of the article and reported COVID cases and the loss of nursing staff over the last year. Anita Wright was recently hired as the Town Nurse and Deborah requested the town's support and funding of the additional hours.

Vote unanimous article passes so declared the moderator.

ARTICLE 4: To see if the Town will vote to transfer the sum of FORTY-ONE THOUSAND ONE HUNDRED SIXTY-EIGHT DOLLARS AND THIRTY-EIGHT CENTS (\$41,168.38) from Fiscal Year 2022 Sewer Enterprise Department Retained Earning to offset the Haverhill Capital Bond Expense line item #6510-440-58000-058 funding shortfall; sum, or sums of money, to be expended by the Water and Sewer Commission, to pay for unpaid bills of the Town, from previous fiscal years, or to take any other action relative thereto Article submitted by the Board of Selectmen *(Requires a 9/10ths majority)*

Note: Groveland Water and Sewer Department (GWSD) has an inter municipal agreement with the City of Haverhill. An invoice was not sent to Groveland in FY20 and this article is to allow GWSD to pay the bill FY20 invoice.

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

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

Moderator reminded town members article requires 9/10 majority.

Vote unanimous article passes so declared the moderator.

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

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

PLANNING BOARD RECOMMENDS FAVORABLE ACTION

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

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

Vote unanimous article passes so declared the moderator.

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

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

PLANNING BOARD RECOMMENDS FAVORABLE ACTION

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

Vote unanimous article passes so declared the moderator.

ARTICLE 7: To see if the Town will vote to transfer ONE HUNDRED ELEVEN THOUSAND SIX HUNDRED FIFTY-SEVEN DOLLARS (\$111,657) from the Stabilization Fund Account #8500-050-35992-000 to the Pentucket Supplemental Assessment line item #1001-301-57000-057; or take any other action relative thereto **Article submitted by the Board of Selectmen (Requires a 2/3rds majority)**

Note: The removal of American Rescue Plan Act of 2021 (ARPA) Elementary and Secondary School Emergency Relief (ESSER) 2 funds as an allowable revenue source impacted the assessment. This article proposes to supplement those funds.

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

ACTION DATE AND ACTION TAKEN: 12/06/2021 - Motion made to move favorable action and seconded. Vote unanimous article passes so declared the moderator.

ARTICLE 8: To see if the Town will vote to transfer SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) from the Stabilization Fund Account #8500-040-35992-000 to make capital upgrades at Bagnall School, including all costs incidental and related thereto; or take any other action relative thereto **Article submitted by the Board of Selectmen (Requires a 2/3rds majority)**

Note: These funds will be used for the Bagnall School for the asbestos abatement work.

BOARD OF SELECTMEN RECOMMENDS FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

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

Discussion: Resident asked two questions, first why this project did not occur during the renovation of the school. Second, with the work scheduled at different times are the pricing costs fixed or estimated? Bob Danforth, former member of the Planning Board agreed that the asbestos removal was not considered during the renovation of the school and the prices for the asbestos removal are quotes from last year and are estimates and not fixed.

Vote unanimous article passes so declared the moderator.

Motion made and seconded to dissolve the 12/06/2021 Special Town Meeting at 8:16 PM.

Vote unanimous so declared the moderator.

Thank you to all.

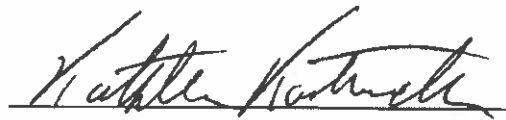
And you are directed to serve this Warrant by posting attested copies thereof in said Town, one copy in each of the three parts of Town known as Savaryville, the Village, and South Groveland, fourteen (14) days at least before the time of holding said meeting.

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

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



Edward Watson, Chair



Kathleen Kastrinelis, Vice-Chair

Daniel MacDonald, Selectman



Jason Naves, Selectman



William O'Neil, Selectman

A true copy, attest:



Elizabeth Cunniff, Town Clerk



Jeffrey Gillen, Police Chief

OFFICER'S RETURN

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



Elizabeth Cunniff, Town Clerk



Jeffrey Gillen, Police Chief

TOWN OF GROVELAND
2021 NOV 18 PM 1:14
OFFICE OF THE TOWN CLERK

TOWN, STATE AND PRESIDENTIAL ELECTION RESULTS

LOCAL ELECTION

3-May-21

GROVELAND

	Precinct 1	Precinct 2	Total
TOTAL VOTED	170	151	321
TOTAL REGISTERED VOTERS			5442

<u>Elected Position</u>	<u>Candidate</u>	<u>Precinct 1</u>	<u>Precinct 2</u>	<u>Total Votes</u>
<u>Assessor 3 Year</u>				
Write In		5	4	9
Other		4	1	5
Blank		161	146	307
Total Votes		170	151	321

<u>Board of Selectmen</u>				
Candidate for Re-Election	Edward Watson	117	95	212
Write In Candidate	Daniel MacDonald	59	50	109
Write In		69	51	120
Other		3	3	6
Blank		92	103	195
Total Votes		340	302	642

<u>Board of Health 3 YR</u>				
Write In Candidate	James Stepanian	7	2	9
Write In		3	5	8
Other		0	2	2
Blank		160	142	302
Total Votes		170	151	321

<u>Board of Health 2 YR</u>				
Candidate for Re-Election	Deborah Kadar-Hull	124	99	223
Write In		2	0	2
Other		0	2	2
Blank		44	50	94
Total Votes		170	151	321

<u>Board of Health 1 YR</u>				
Write In		4	8	12
Other		0	0	0
Blank		166	143	309
Total Votes		170	151	321

Cemetery Commissioner

Candidate for Election	Vernon N. Cotton	132	116	248
Write In		4	1	5
Other		0	1	1
Blank		34	33	67
Total Votes		170	151	321

Housing Authority 5 YR

Candidate for Re-Election	Elaine Davey	125	106	231
Write In		2	1	3
Other		0	1	1
Blank		43	43	86
Total Votes		170	151	321

Library Trustee 3 YR

Candidate for Re-Election	MaryLou Costello	123	92	215
Candidate for Election	Jan L. Dempsey	120	92	212
Write In Candidate	Leonard Thomas	20	21	41
Write In		4	13	17
Other		0	0	0
Blank		243	235	478
Total Votes		510	453	963

Library Trustee 1 YR

Write In Candidate	Elaine Meuse	17	16	33
Write In		4	4	8
Other		0	0	0
Blank		149	131	280
Total Votes		170	151	321

Light Commission 3 YR

Candidate for Re-Election	Michael Cloutier	129	110	239
Write In				
Other		0	2	2
Blank		41	39	80
Total Votes		170	151	321

Light Commission 1 YR

Candidate for Election	Stephen Daniels	146	120	266
Write In				
Other		0	0	0
Blank		24	31	55
Total Votes		170	151	321

Moderator

Write In Candidate	William Darke	21	14	35
Write In		3	3	6
Other		0	1	1
Blank		146	133	279
Total Votes		170	151	321

Planning Board 5 YR

Write In		2	3	5
Other		0	0	0
Blank		168	148	316
Total Votes		170	151	321

Planning Board 2 YR

Write In		1	3	4
Other		0	0	0
Blank		169	148	317
Total Votes		170	151	321

Planning Board 1 YR

Write In Candidate	John Stokes III	0	3	3
Write In		2	3	5
Other		0	0	0
Blank		168	145	313
Total Votes		170	151	321

School Committee 3 YR

Candidate for Election	Ashley McLaughlin	121	96	217
Write In		3	7	10
Other		0	1	1
Blank		46	47	93
Total Votes		170	151	321

Water/Sewer Commission 3 YR

Candidate for Re-Election	James M. Sheehan	128	112	240
Write In		0	1	1
Other		0	0	0
Blank		42	38	80
Total Votes		170	151	321

Water/Sewer Commission 2 YR

Write In Candidate	Jonathan Riopelle	1	3	4
Write In		3	2	5
Other		1	0	1
Blank		165	146	311
Total Votes		170	151	321

STATE PRIMARY

1-Sep-20

GROVELAND

PRECINCT 1

PRECINCT 2

TOTALS

TOTAL VOTED

1009

919

1928

TOTAL REGISTERED VOTERS

5281

DEMOCRAT				
<i>SENATOR IN CONGRESS</i>				
BLANKS		5	4	
EDWARD J. MARKERY		376	354	730
JOSEPHY P. KENNEDY, III		346	307	653
WRITE INS		0	0	0
TOTAL		727	665	1392
<i>REPRESENTATIVE IN CONGRESS</i>				
BLANKS		20	17	37
SETH MOULTON		561	514	1075
JAMIE M. BELSITO		90	63	153
ANGUS G. McQUILKEN		53	70	123
WRITE INS		3	1	4
TOTAL		727	665	1392
<i>COUNCILLOR</i>				
BLANKS		154	132	286
EILEEN R. DUFF		573	531	1104
WRITE INS		0	2	2
TOTAL		727	665	1392
<i>SENATOR IN GENERAL COURT</i>				
BLANKS		625	538	1163
WRITE INS		102	127	229
TOTAL		727	665	1392
<i>REPRESENTATIVE IN GENERAL</i>				
BLANKS		121	117	238
CHRISTINA ECKERT		605	546	1151
WRITE INS		1	2	3
TOTAL		727	665	1392
<i>REGISTER OF PROBATE</i>				
BLANKS		149	132	281
PAMELA CASEY O'BRIEN		578	533	1111
WRITE INS		0	0	0
TOTAL		727	665	1392

REPUBLICAN				
<i>SENATOR IN CONGRESS</i>				
BLANKS		4	6	10
SHIVA AYYADURAI		94	99	193
KEVIN J. O'CONNOR		172	140	312
WRITE INS		3	3	6
TOTAL		273	248	521
<i>REPRESENTATIVE IN CONGRESS</i>				
BLANKS		34	42	76
JOHN PAUL MORAN		237	205	442
WRITE INS		2	1	3
TOTAL		273	248	521
<i>COUNCILLOR</i>				
BLANKS		242	220	462
WRITE INS		31	28	59
TOTAL		273	248	521
<i>SENATOR IN GENERAL COURT</i>				
BLANKS		25	31	56
BRUCE E. TARR		247	214	461
WRITE INS		1	3	4
TOTAL		273	248	521
<i>REPRESENTATIVE IN GENERAL COURT</i>				
BLANKS		18	25	43
LEONARD MIRRA		254	221	475
WRITE INS		1	2	3
TOTAL		273	248	521
<i>REGISTER OF PROBATE</i>				
BLANKS		246	230	476
WRITE INS		27	18	45
TOTAL		273	248	521
LIBERTARIAN				
<i>SENATOR IN CONGRESS</i>				
BLANKS		1	3	4
WRITE INS		7	3	10
TOTAL		8	6	14
<i>REPRESENTATIVE IN CONGRESS</i>				
BLANKS		1	4	5

WRITE INS		7	2	9
TOTAL		8	6	14
<i>COUNCILLOR</i>				
BLANKS		2	4	6
WRITE INS		6	2	8
TOTAL		8	6	14
<i>SENATOR IN GENERAL COURT</i>				
BLANKS		2	4	6
WRITE INS		6	2	8
TOTAL		8	6	14
REPRESENTATIVE IN GENERAL COURT				
BLANKS		1	4	5
WRITE INS		7	2	9
TOTAL		8	6	14
REGISTER OF PROBATE				
BLANKS		2	5	7
WRITE INS		6	1	7
TOTAL		8	6	14
GREEN RAINBOW				
<i>SENATOR IN CONGRESS</i>				
BLANKS		0	0	0
WRITE INS		1	0	1
TOTAL		1	0	1
<i>REPRESENTATIVE IN CONGRESS</i>				
BLANKS		1	0	1
WRITE INS		0	0	0
TOTAL		1	0	1
<i>COUNCILLOR</i>				
BLANKS		1	0	1
WRITE INS		0	0	0
TOTAL		1	0	1
<i>SENATOR IN GENERAL COURT</i>				
BLANKS		0	0	0
WRITE INS		1	0	1
TOTAL		1	0	1
REPRESENTATIVE IN GENERAL COURT				
BLANKS		1	0	1
WRITE INS		0	0	0

TOTAL		1	0	1
REGISTER OF PROBATE				
BLANKS		1	0	1
WRITE INS		0	0	0
TOTAL		1	0	1

PRESIDENTIAL ELECTION

3-Nov-20

GROVELAND

PRECINCT 1 PRECINCT 2 TOTALS

TOTAL VOTED

2263

2303

4566

TOTAL REGISTERED VOTERS

5403

STATE ELECTION			
<i>ELECTORS OF PRESIDENT AND VICE</i>			
BLANKS	12	18	
BIDEN AND HARRIS	1230	1191	2421
HAWKINS AND WALKER	11	11	22
JORGENSEN AND COHEN	48	44	92
TRUMP AND PENCE	954	1022	1976
WRITE-INS	8	17	25
TOTAL	2263	2303	4566
<i>SENATOR IN CONGRESS</i>			
BLANKS	29	28	57
EDWARD J. MARKEY	1251	1179	2430
KEVIN J. O'CONNOR	973	1076	2049
SHIVA AYYADURAI	10	20	30
WRITE-INS	0	0	0
TOTAL	2263	2303	4566
<i>REPRESENTATIVE IN CONGRESS</i>			
BLANKS	57	62	119
SETH MOULTON	1293	1232	2525
JOHN PAUL MORAN	913	1009	1922
WRITE INS	0	0	0
TOTAL	2263	2303	4566
<i>COUNCILLOR</i>			
BLANKS	704	772	1476
EILEEN R. DUFF	1539	1509	3048
WRITE INS	20	22	42
TOTAL	2263	2303	4566
<i>SENATOR IN GENERAL COURT</i>			
BLANKS	539	584	1123
BRUCE E. TARR	1714	1705	3419
WRITE INS	10	14	24
TOTAL	2263	2303	4566

<i>REPRESENTATIVE IN GENERAL</i>			
BLANKS	78	66	144
LEONARD MIRRA	1173	1278	2451
CHRISTINA ECKERT	1012	959	1971
WRITE INS	0	0	0
TOTAL	2263	2303	4566
<i>REGISTER OF PROBATE</i>			
BLANKS	886	950	1836
PAMELA CASEY O'BRIEN	1358	1339	2697
WRITE INS	19	14	33
TOTAL	2263	2303	4566
<i>Question 1</i>			
Blanks	52	66	118
Yes	1766	1712	3478
No	445	525	970
Total	2263	2303	4566
<i>Question 2</i>			
<i>Blanks</i>	79	75	154
Yes	757	707	1464
No	1427	1521	2948
Total	2263	2303	4566

TOWN DEPARTMENT REPORTS



ASSESSORS OFFICE
TOWN OF GROVELAND

183 Main Street
Groveland, MA 01834
Tel: (978) 556-7218 Fax: (978) 469-5000

REPORT OF THE BOARD OF ASSESSORS FISCAL 2021

The Assessor's primary responsibility is to find the "full and fair cash value" of all properties in the Town. The Assessors use a mass appraisal technique, along with data collection, new sales and building permits to establish annually assessed values. The assessment date is January 1, 2020 for fiscal year 2021. The town's fiscal year is July 1, 2020 to June 30, 2021. Property values are based on calendar year 2019 sales.

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

Below is a table of the fiscal year 2021 parcel counts, valuations, and taxes for the property classes in Town. The increase in value of the town is an indication of a strong real estate market:

Tax Classification	Parcel Count	Assessed Value by Class	Tax Rate	Tax by Class	% of Total Value
Residential	2,528	\$ 1,043,712,067	\$14.72	\$13,996,192	92.98%
Open Space	0	0		0	0%
Commercial	84	\$ 29,055,754	\$14.72	\$ 384,516	2.56%
Industrial	37	\$ 24,354,200	\$14.72	\$ 340,162	2.26%
Pers Property	63	\$ 23,593,040	\$14.72	\$ 331,482	2.20%
Exempt	129	\$ 89,716,900		0	0%
TOTAL	2593	\$1,122,722,911		\$15,052,352	100.00%

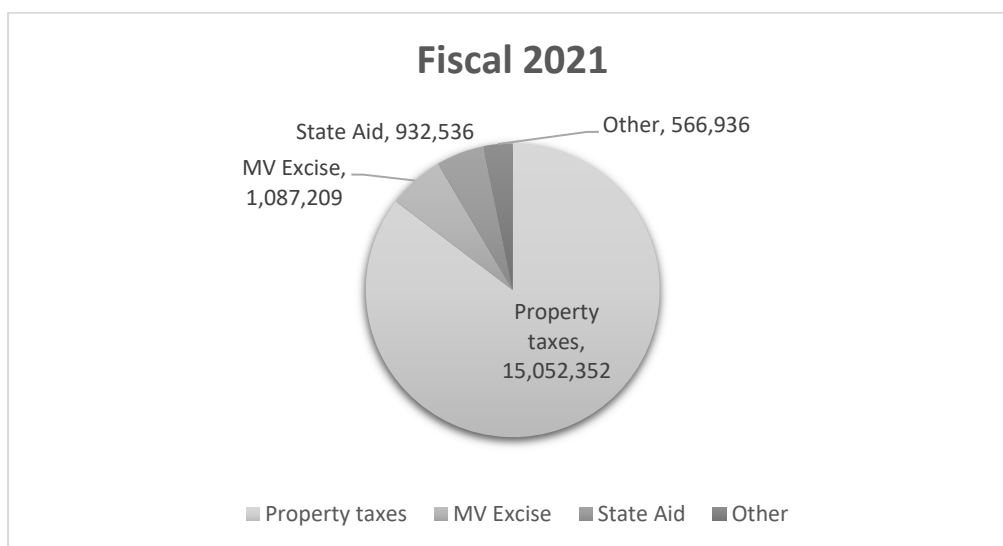
As always, the Board feels it is important for all taxpayers to remember that the Board of Assessors do not raise or lower your taxes, the tax bills are determined by the amount appropriated at each town meeting. The assessors determine your share of the amount voted by calculating your property's value. Real estate values are

compiled from actual sales that have occurred in town, so the buyers and sellers are setting the future values for properties within the town.

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

Fiscal Year	Tax Rate	Avg. Single Family Value	Avg. Tax Bill
2021	\$14.72	\$463,534	\$6,823
2020	\$14.05	\$445,720	\$6,262
2019	\$14.35	\$426,300	\$6,117
2018	\$14.69	\$402,000	\$5,905
2017	\$14.68	\$387,400	\$5,687

Property taxes generate 85% of the revenue and excise makes up 6% of the taxes collected for the Town. The Assessors' office is responsible for property taxes and motor vehicle excise bills. The following is a breakdown of where the money the town uses for its budgeting comes from:



The assessor's office has remained closed to the public due to the pandemic since March 2020 but has been able to continue to provide abutter's lists, property record cards and mapping through email or USPS upon request. This office also processes and issues abatements and exemptions for both real estate and motor vehicle excise bills. The assessors' database can be accessed on the town's website along with downloadable forms and maps.

Respectfully Submitted,

N. Dana Moody, Chairman
William Darke
Julie Yebba, Office Manager

2021 ANNUAL REPORT

HEALTH DEPARTMENT

BOARD OF HEALTH: Deborah Kadar-Hull, RN, Chairperson

James Stepanian, Member

HEALTH AGENT: Rosemary Decie, RS

PUBLIC HEALTH NURSE: Anita Wright, RN

ADMINISTRATIVE ASSISTANT/TRASH CONTRACT ADMINISTRATOR: Lori Bentsen

PROVIDING A SAFE AND HEALTHY ENVIRONMENT

As the town's population grows, we are confronted with more complex challenges to ensure the health of all residents. The Board of Health addressed a wide range of issues in 2021. Through our attentive efforts, the residents of Groveland benefited from lower communicable disease rates, safer food sources, increased safety at recreational facilities, reduced accessibility to tobacco products to minors and a comprehensive influenza vaccination program. In addition, the Northeast Massachusetts Mosquito Control Program continues to provide Groveland with adequate mosquito spraying at appropriate intervals. The construction and operation of septic systems continues to be a major emphasis of the Board of Health.

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

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

In the area of community sanitation, the Trash Contract Administrator oversees weekly trash and recycle collection. Trash and recycle are collected Monday through Friday and the administrator handles daily phone calls and residents coming into the office regarding missed

pick-ups, trash bag limits, items allowed to be placed in the trash and recycle, hazardous waste, recycle bins and stickers, bulk items and cost, disposal of paint, electronics, appliances, tires, construction debris and yard waste. Also, the Health Department handles an overflow trash bag program that was initiated in February 2022.

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

- Communicable disease surveillance, investigation, case management, MAVEN/CDC data entry and outreach.
- Enforcement of quarantine/isolation practices.
- Vaccine management, distribution and administration.
- Special outbreak strategies as they arise.
- Mutual aid to surrounding communities.
- Refugee, immigrant health assessment.
- TB management and testing as indicated.
- Resource to school nurses; public, private, charter.
- Providing pneumonia and flu clinics yearly.
- Home visits to homebound, disabled and assisting residents with homecare/outpatient issues.
- Monthly health maintenance clinics.
- In home care, skilled nursing provision urgent basis.
- Collaborate with LEMS, MEMA, FEMA initiatives.
- Support Board of Health initiatives and public health education.
- Follow trends in insect borne activity, water and food service reports and state wide cancer registry.
- In 2020 and 2021, both the State of Massachusetts and Groveland as a town experienced prolonged and varying forms of Covid-19 lockdown, restrictions and changing mitigation strategies.

The majority of face to face activities were suspended. Town Hall was closed to the public. Health maintenance clinics, home visits, immunization clinics and other services were suspended.

The Board of Health was focused exclusively on Covid-19 contact tracing, testing, data collection and educating the public as mitigation strategies changed, masking modified and vaccines became available. Additional efforts to coordinate with the schools was daunting with high turnover in contact tracers and public health nurses. Despite all the difficulties, we were able to provide guidance and information for the residents and businesses consistent with current DPH/CDC direction.

As the holiday peaks and surges return to manageable levels and spring and summer are upon us, it is our hope that 2022 will permit gradual restoration of activities and services for our community. We continue to monitor risk levels and key metrics provided by the DPH/CDC which guides all Boards of Health in determining re-opening strategies.

The Board of Health wishes to thank the residents of Groveland for their input and cooperation through this pandemic. Additionally, the Board of Selectmen, Fire and Police Departments and the schools are recognized for their outstanding service to all our residents.

Together we will emerge stronger and safer. We continue to encourage and endorse vaccination, sanitary practices, mask wearing and social distancing. And we remain hopeful for better treatment and prevention tools going forward.

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

- Conduct routine inspections of camps, public/semi-public swimming pools, food establishments to ensure sanitary and safe conditions.
- Perform environmental inspections as required by state or as needed e.g., school food service and school bathrooms, indoor air quality and hazardous waste.
- Review plans for new establishments and authorize the issue of licenses.

- Enforce tobacco and smoke-free establishment regulations.
- Investigate nuisance complaints and conduct follow-up inspections to ensure compliance with state and local regulations.
- Conduct investigations in response to health related complaints.
- Witness well water flow rate to ensure compliance with well regulations and review laboratory water test results to ensure potable water.
- Review preliminary septic system plans and as-built plans and issue certificates of compliance.
- Attend Board of Health meetings to advise/update the Board on issues.
- Participate in Homeland Security, Emergency Preparedness for Region 3A, participate in training programs and maintain current in planning and various certifications.
- The health agent was hired in January of 2021 and during the year was busy with the job responsibilities associated with the position and the complications associated with the Covid-19 pandemic. Inspections included recreational camps, septic systems, food establishments and public swimming pools. The health agent reviewed 15 septic system plans and 28 septic systems were installed and inspected. In addition, soil testing was performed at 11 properties. Due to Covid-19, restaurant inspections were conducted for compliance with Covid-19 guidance in addition to the bi-annual inspection required for renewal of food permits. During the past year the health agent participated in many meetings with school officials and neighboring health departments with regard to Covid-19 protocols and procedures in place for the Pentucket Regional School District. Due to the challenges of the past year, the Groveland Health Department has been extremely busy with all of the changes that have occurred. Thank you to the residents for their patience and understanding.

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

These responsibilities include, but are not limited to;

- Answer or direct all incoming phone calls.

- Assist residents, septic system installers, engineers, attorneys, bank appraisers, Title 5 inspectors, private well installers, food establishment owners, realtors who come into the office with questions, complaints, issues regarding trash and recycle, process of installing a new septic system, Title 5 and related paperwork, septic system and private well design plans, Title 5 inspections and reports, Title 5 as-built septic system plans and certificate of compliance, percolation/soil testing, food establishment inspections and licensing and related paperwork.
- Receive and deposit checks to the finance department for town permit and license fees for septic system installers, septic system and well construction, percolation/soil testing, food establishments, retail stores, tobacco, camps, swimming pools.
- Prepare all accounts payable to the finance department including the town trash and recycle collection monthly invoices.
- Prepare annual departmental budget which includes health department expenses, employee salaries, Board of Health member stipends and the town trash and recycle contract.
- Prepare new fiscal year payroll calculations for three (3) employees submitted to the finance department.
- Purchase office supplies for the office and staff and recycle bins and recycle stickers for the residents.
- Prepare meeting agenda and correspondence for monthly board meetings for three (3) Board of Health members and transcribe meeting minutes for board approval.
- Type all correspondence for the Board of Health, health agent, public health nurse which includes letters, memorandums, reports, town licenses.
- In addition to her regular work, the Board of Health's administrative assistant handled numerous Covid-19 issues during the past two years with her interactions with the Board of Health, health agent, public health nurse and contact tracers.

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

FY2021 – Office of Inspectional Services

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

From July 1st 2020 to June 30th 2021, permits issued had a combined construction value of \$9,466,468.00 excluding plumbing, gas and electrical permits.

Expenses

Salaries and Wages	\$69,817.00
Department Expenses	<u>\$11,631.00</u>
Total Department Expenses	\$81,448.00
Department Revenue	<u>\$138,637.00</u>
Total Revenue After Expenses	\$57,189.00

Our Inspectors Are:

Sam Joslin – Building Commissioner/Zoning Enforcement Officer (978)-556-7209
Richard Danforth – Plumbing and Gas Inspector (978)-972-0257
Thomas Tombarello Jr. – Electrical Inspector (978)-375-5189

Current Building Codes as of 1/1/2022 (partial list)

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

The 10th edition of the Massachusetts State Building Code is anticipated for end of 2022

Respectfully submitted,

Sam Joslin
Building Commissioner



Groveland Council On Aging

Town Hall
183 Main Street
Groveland MA 01834

Phone: (978)-372-1101 Fax: (978)-469-5008 E-Mail: AFisher@GrovelandMA.Com

COA Annual Report 2021

Mission Statement

Our mission is to advocate for older adults, to identify their needs, to develop and implement services, to meet their health, economic, social and cultural needs, to encourage independence, and to improve their quality of life.

Summary

The Groveland Council on Aging (COA) has seen a time of transition for the year 2021 with Lynne Stanton retiring as Director. As the aging population continues to grow for the town of Groveland, so does the complexity of their needs. The COA has continued to increase the efforts to reach isolated / lonely residents. This effort is more an important than ever as food insecurity, isolation and loneliness have grown during the pandemic especially for the aging population. One of the main focus for this year has been facilitating COVID-19 vaccines for anyone over the age sixty. While many of our indoor programs have been canceled the COA was able to hold many events outside under the town tent. The COA is hopeful to restart indoor programing for spring 2022

Statistics and Service / Activities

(with the Support of Age Span - formally known as Elder Service of the Merrimac Valley, Northshore and the EOEA)

Groveland Seniors Served: Younger than 55 = **91** / 55-59 = **58** / 60-64 = **585** / 65-74 = **1,515** / 75-84 = **1,066** / Over 85 = **513**. We also assist an additional 999 out-of-town clients (family support, neighbors, random info requests)

Outreach Provided: Our Outreach work is partially funded (8 hrs/wk) by the state Formula Grant. Phone reassurance, Elder Mental Health Outreach (EMHOT) in conjunction with the Amesbury COA, elder legal advice, fuel assistance, veterans' services, SNAP (Supplemental Nutrition), MassHealth application assistance, USDA food program, the Haverhill UTEC food box program, yard and home maintenance assistance were utilized by **228** residents. This number may seem low but the Outreach Worker has only worked total of 12 weeks this fiscal year.

Meals on Wheels: **989** meals were delivered to **23** homebound elders.



Groveland Council On Aging

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Traveling Chef: 240 meals were delivered once a month to elders.

Groveland Council on Pantry: Over 1,053.5 pounds this FY 22 has been given out at COA pantry which is open to all Groveland residents.

Newsletter: Grant funded by the EOE, newsletter to ~1,330 households – 6 times each year.

Transportation: We provided **890** rides to **96** residents (there has been a reduced number from last year primarily due to Covid-19 protocols.) With our handicapped lift van, we provide essential transportation to doctors, hospitals, rehab., and shops. FREE transportation through MVRTA's Ring & Ride Program continues for all adult residents 18+. We also have local volunteers who drive for the NEET program (Northern Essex Elder Transport).

Financial Assistance: Community Action, Citizens Energy Heat Program, Rebuilding Together home renovation assistance, MV Legal Assistance, Prescription Advantage Program, and Medicare assistance reached a total of **223** elders. The Property Tax Work-Off program was also provided.

Health/Wellness/Exercise: Board of Health blood pressure clinics discontinued. 2 Senior flu clinics were offered at the Fire Station. Fitness/Wellness classes include Reiki + Meditation, Strength Training, Walking Club at PRHS, and Yoga. Those programs reached **29** seniors.

Elder Services of the Merrimack Valley: Groveland clients (**193**) received assistance from SHINE (Serving the Health Insurance Needs of Everyone on Medicare) counselor, the Brown Bag program, the Crisis Intervention Unit, Money Mgmt., and Home Care Program (homemaker, companion, shopping, personal care, chores, social day care, adult day health, Life Line) and Title III (meals) programs.

On Going Activities: AARP tax assistance only partially completed, financial/retirement planning, health insurance / social security programs, trips to museums, travel and tours, exhibits have restarted in June, 2021 once the state mandates ended. The Groveland COA fully reopened in September, 2021. During the summer months the COA was able to hold events outside under the tent, for example, the exercise classes, ice cream social, birthday luncheon, art classes, and monthly social hour. For the fall months all events were placed on hold due to COVID-19, but for the spring the COA plans to restart many of these events, since the decrease in COVID-19 cases and increase in COVID-19 vaccines.



Groveland Council On Aging

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Annual Events: None occurred. *Usually* seniors enjoy our Volunteer Appreciation Brunch, COA Senior Day (supported by local businesses, Groveland Police Assoc. and local Cultural Council Grant), and Senior Harvest Dinner provided by the Groveland Police Assoc. (*seniors voiced much disappointment over necessary cancellation of that special event*).

Volunteers: Volunteer assistance drastically reduced from previous years. Ordinarily the COA has more but this year only **55** folks volunteer with the COA.

Community Support (in addition to services above): The *Friends of the Groveland COA*, Board of Selectmen, the Chicken Connection, Atty. Elaine Dalton, Groveland Congregational Church Mission Committee, Groveland Police Dept., Merrimack Valley Philharmonic Orchestra, Sue Cullen – Reiki Master, “Mr. & Mrs. Fix-It,” Ocasio’s Martial Arts, Panera Bread (Newburyport), Wingate Residences of Haverhill, Pentucket Regional High School, art instructors Margaret Poppe, Marcia Nadeau, and Frank Sadowski, and our generous neighbors!

Respectfully Submitted—Amanda Fisher *Director*

Board of COA: Kathryn Alesse - *Chairperson*, Dorothy DiChiara - *Treasurer*,
Irene Thomas - *Secretary*, Marie Waller and Anita Wright

Staff: Nisha Burke - *Program / Transportation / Data Coordinator*, Maria Yagual - *Outreach*,
Ken DuSombre, and Frank Sapienti - *Van Drivers*



TOWN OF GROVELAND FIRE DEPARTMENT

181 Main Street
Groveland, MA 01834

Robert E. Valentine
Chief of Department
rvalentine@grovelandma.com
(978)-971-1009

FY-2021 Annual Report

As of January 1, 2021 the Groveland Fire Department hired its first two full-time Firefighters. This brought our daytime staffing to three fulltime personnel, with 29 active Call Firefighters. Our call volume increased by 8%, responding to 791 Incidents. A 58-run increase over the 733 calls in FY 2020. The breakdown of the type call are as follows.

Fires:	37
Rescue/EMS:	509
Motor Vehicle Accidents:	21
Hazardous Conditions:	14
Public Assist Calls:	65
Good Intent Calls:	45
False Alarms:	98
Severe Weather-Related Calls:	2
Total Calls FY 2020:	791

Our Fire Prevention Division, headed by Lt. Brian Belfiore, with assistance of new fulltime Firefighter Jeff Dalton has once again gone above and beyond to fulfill the objectives of Annual Inspection, Smoke/CO Detector Inspections, Fire Alarm Systems quarterly testing. Fire Drills are being conducted in The Bagnall School, group homes and commercial buildings within the Town. We continue to have an excellent working relationship with our Building Inspector, as we continue to reach our annual goals in Public Safety Inspections. Both fulltime personnel attended Fire Prevention Officer 1 class and passed, increasing our fire prevention capabilities.

Our EMS Director, Lt. Jennifer Hicks and her committee did an outstanding job keeping our Firefighters safe during the current Pandemic, establishing policies and protocols for proper use of Personal Protective Equipment and safely mitigate all calls for medical emergencies. As of the date of writing this report, Groveland Fire Department has had no personnel become ill due to an exposure while performing their duties for this department. This is a direct result of their efforts to establish and enforce these safety measures.

The Training Division, headed by Lts. Steve Merrill Jr. and Dave Evans has continued to assure all Fire Personnel are qualified to mitigate any type call we may encounter. We conduct weekly training sessions on Tuesday evenings, with Emergency Medical and Fire Training classes and practical evolutions, keeping all personnel on top of their skills.

The Groveland Fire Department continues to provide professional fire and emergency services to the residents, while remaining fiscally responsible. We constantly review our operations and services, making necessary adjustments to improve our delivery of these services. Given the expected population growth, new construction and residential development in the upcoming future, this department will proactively continue our review and assessment of our needs, as to continue to prepare for whatever challenges may arise.

We would like to thank the Groveland Residents for their continued support of this great department.

Finally, I can honestly say without hesitation, it is an absolute honor and pleasure leading the group of Firefighter/EMT's that the Groveland Fire Department has serving this community.

Respectfully Submitted,

Robert E. Valentine, CFO
Chief of Department
Groveland Massachusetts



Tel. (978) 521-1212
Fax (978) 374-7676

Groveland Police Department

JEFFREY T. GILLEN
Chief of Police

181 MAIN STREET
Groveland, MA 01834



jgillen@grovelandpolice.com

The Groveland Police Department employs professional and well-trained individuals that are committed to protecting and serving the community. Guided by our mission statement we strive:

To provide a permanent, dependable resource to the community for assisting individuals in need of help or services.

To prevent and suppress criminal activity through improved identification, apprehension and prosecution of offenders and by elimination or reduction of opportunities to commit crime.

To assist the community in improving its ability to protect itself through environmental, civic, and educational priorities.

To aid the community and governmental agencies in the planning and managing of ongoing community service functions.

To support the community in planning and managing special events and community activities.

To monitor community needs and provide recommendations for actions and services.

In 2021, the police department logged 14,284 calls for service with the total log entries at 14,345. Reported larcenies/burglaries totaled 15. The department responded to 499 medical calls and 50 motor vehicle crashes. Total alarm responses were 254, identity theft/credit card calls were 104 and assist citizen/other agencies totaled 3,582. There were 254 animal calls for service.

Officers conducted 1,808 motor vehicle stops with 1,374 operators given verbal warnings, 81 written warnings, 274 civil citations issued, 63 criminal complaints issued and 5 arrests made.

The past fiscal year presented challenges for the Groveland Police Department as we continued to deal with COVID-19. We, as a department, had to conform to many changes due to the restrictions placed upon all of us. However, the Police Department along with the Fire Department and EMS had to maintain the front line while most citizens were kept home. I am proud of the commitment to the community shown by all the men and women of the Groveland Police Department. We did not deviate from our high level of service to the community and we did so with little, to no, interruption to our schedule and response to calls for service.

This past year the department worked together to be awarded certification from the Massachusetts Police Accreditation Commission. This program consists of 159 mandatory standards. The Commission's mission is to ensure that the delivery of police services within the Commonwealth is at the highest level of professionalism and integrity. We now are working toward achieving the accreditation award which consists of 382 standards. I am proud of this prestigious status we have earned and look forward to continuing our commitment to excellence.

In the next fiscal year, I anticipate implementing our body worn camera program. We received a grant to purchase the cameras so officers on patrol will be equipped with the most up to date equipment. This program will maintain accountability along with the department's transparency with the community as well as many other benefits. We continue to embrace the pillars of 21st Century Policing. Especially, pillar one, "we build trust and nurturing legitimacy between the police and the citizens as it is the foundational principle underling the nature of relations between law enforcement and the community we serve."

I would like to recognize the retirements of three senior officers this last fiscal year; Lieutenant Dwight McDonald, Sergeant Eric Gorski and Sergeant Eric Ryan. Lieutenant McDonald dedicated more than 32 years of service to our community. All the officers served our community with great pride, high ethical standards and with honor. I commend them all for their service and wish them all the best in their future endeavors.

Many dedicated employees serve The Town of Groveland. I would like to thank them all along with the Board of Selectmen and the many wonderful volunteers on the various town committees. It would not be possible for the police department to be so effective if it were not for everyone working together. Lastly, I would like to give a heartfelt thank you to all the residents of Groveland for their continued support.

Respectfully submitted,



Jeffrey T. Gillen
Chief of Police

Langley-Adams Library

Library Director's Report

Introduction

Fiscal Year 2021 brought about a set of challenges for all Town departments. For a large portion of Fiscal Year 2021, Langley-Adams Library was closed to the public. We provided vestibule and curbside pick-up, and later allowed patrons to make browsing appointments. We fully opened up for patrons in June 2021, just at the end of the fiscal year. Throughout Fiscal Year 2021, the Library continued to hold many programs for patrons via Zoom, answer reference questions, and work with the community to improve some of the harsh conditions of the pandemic.

Statistics

In Fiscal Year 2021, the Library:

- Circulated items 25,463 times. This includes print and digital materials.
- Held a total of 81,984 materials. This includes print and digital materials.
- Conducted 3,032 reference transactions via phone, email, and in person.
- Continued to provide Hoopla and Kanopy to patrons for digital circulation. These services are not provided through the Merrimack Valley Library Consortium.
- Had a total of 4,814 borrowers. 4,677 of these borrowers are residents of Groveland.

Programming

In Fiscal Year 2021, the Library held several virtual programs via Zoom for all ages.

In total, we held a total of 156 programs, and 3,304 people attended these programs. Almost

every program was virtual, unless a program was able to be held outside, socially distanced. These programs consisted of book clubs, story times, and speakers.

Moving forward, the Library intends to continue using virtual programming in addition to in-person programming to provide accessibility for those who cannot travel. The pandemic has been difficult for every person, but it taught us a valuable lesson in making our programs accessible. We have also had people who are not Groveland residents attend our speaker programs from as far away as Europe. However, we remain dedicated to serving our Groveland patrons first and foremost.

Closing

Thank you to the staff, patrons, Board of Trustees, and the Town of Groveland for providing various types of support during such a difficult time. Throughout Fiscal Year 2021, we all worked together to brainstorm ways to assist patrons while we were closed to the public, and we listened to the patrons when they made suggestions or requests. We hope to continue to build upon the momentum we discovered in Fiscal Year 2021, especially as we move closer to providing more digital and accessible resources for our patrons.

Respectfully submitted,

Darcy Lepore, Library Director



TOWN OF GROVELAND

CEMETERY COMMISSION

183 Main Street

Groveland, Massachusetts 01834

(978) 891-2539

CDesrosiers@grovelandma.com

2021 Annual Report

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

Statistics. In 2021, there was activity as follows:

• Burials	
– Traditional	19
– Cremation	16
• Lots Purchased	12
• Headstone/Monument Foundations	10
• Footstones (not including Military)	8

In FY21 we were able to purchase a new F250 truck with a V-plow from capital improvements. We also purchased an EZ dump insert from our sale of lots account. This allows the cemetery to plow the streets in the cemetery. This makes it easier for the cemetery to get materials for the cemetery (Loam, Dirt, and other needed materials.) and remove trash, branches, etc. In the Fall of 2020 we were able to continue with the preservation of some of the older monuments in the cemetery. Epoch Preservations out of Ipswich Ma, was hired to come repair and restore 11 monuments in total. In October we had our roof and door to the cemetery office replaced. In the spring we also hired TruGreen to come and treat sections of the cemetery for grubs and fertilizer. Our Superintendent continues with the daunting task of reviewing and entering our paper records and lot cards in a secure and accessible electronic digital database.

For the Summer/early fall seasons of 2020 the superintendent hired two individuals to help keep up the landscaping operations. These part-time positions work up to 19 hours a week under the supervision of the superintendent.

Looking to future capital purchases in FY22, we are working to get CPA funds to finish a fence along the new development Billis Way. This fence will be 480ft and keep separation between the cemetery and the new house next to the cemetery. We are also looking to put together a capital improvement plan to acquire a new tractor for the cemetery. We are also looking for a way to purchase a new mower to relieve the work load on the one functioning mower that we have. We also plan to continue our historical stone and monument restoration plan throughout the older sections of the cemetery. Lastly, we are looking to purchase cemetery software to have our digital records accessible to the public.

Respectively Submitted,

Raymond Rock Dower, Chairman, Commissioner

Vern Cotton, Commissioner

Mike Kastrinelis, Commissioner

Charles Desrosiers, Cemetery Superintendent

Groveland Conservation Commission
FY-2021 Annual Report

The Groveland Conservation Commission mission statement and goals for FY-2021 were as follows.

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

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

Planning Board and placed high priority on providing input during regular Site Review meetings held by the Building Inspector.

With the Conservation Commission's authority under the Conservation Commission Act of 1957, we planned for natural resource protection and managed our properties for conservation and passive recreation. In FY 2021, the Conservation Commission worked on the following land protection and land management projects:

We continued work on a conservation restriction (CR) for the Town Forest with Essex County Greenbelt Association (ECGA.) We completed a project to place a required CR on an 8-acre parcel that will serve to mitigate habitat work done for the new Groveland Community Trail at 150 Center St in Center St Greenway. The CR had been ordered by the Natural Heritage and Endangered Species Program of the state. We have been working with the trail contractor, Stantec, Groveland Open Space and Trail Committees, and ECGA to monitor and complete this crucial part of the trail project. Conservation restrictions are an important tool to preserve the intent of residents who voted to purchase the land, protect habitat, and ensure that Groveland's open spaces remain open.

The Commission continues to manage Veasey Memorial Park, a Conservation property purchased in 1996. Going into our twenty-sixth year, we work with our volunteer management agents to provide a conservation park with trails, forest, and fields while using the main building as an event and meeting facility. Using CPA grants we continued to address accessibility issues at the park and in the buildings. We worked on a new ramp for the rear of the main building and an accessible bathroom in the basement of the main building. We also worked with a local architect to begin planning for an elevator that will make the entire main building accessible.

Efforts are continuing to acquire through purchase a 3.5-acre parcel of land that borders the park between its current border and a portion of 733 Salem St. The parcel will protect wetlands and provide a buffer between new houses being built and the park.

- Pursue new opportunities for expanding use of conservation lands, adding to conservation lands, and increasing the protection of conservation lands in town.

The Commission held public hearings and meetings on the second Wednesdays of each month. Our office was open on Mondays 2 pm to 8pm and Thursdays 10 am to 4 pm for questions. When fully staffed, the Commission has seven full members all of whom are appointed volunteers. The Commissioners in FY 2021 were Chair Mike Dempsey, Stephanie Bartelt, Tom Schaeffer, Terry Grim, Fred O'Connor, John Gebauer and Bill Formosi.

Our Conservation Agent ran our office 12 hours per week. The position is entirely funded using fees collected from permit applicants. Our agent, Rosemary Decie, resigned in November 2020. Our agent receives applications and guides applicants through the process, writes up permits, performs site visits and monitors our conservation lands and reservations. The office was also staffed by Administrator, Julie Hauss, who is a part-time consultant who schedules meetings, takes minutes, and publishes them. Both staff positions are the key to the Commission fulfilling its mission by assuring better service to town residents and taxpayers. The Commission spent the rest of FY-2021 deciding how we would consolidate our administrative positions to better serve the increased workload of the office. A proposal was sent to the Selectmen and Finance Committee to hire a full-time position that would be half funded by the Commission fees and half funded by Veasey Park revolving account. Hours would be split equally between Conservation affairs and Veasey community involvement. The plan was approved and annual town meeting in June. The chair filled the role of agent from November 2020 through June 2021 at no cost.

In FY 2021, the Commission held public hearings on several Notices of Intent, Requests for Determination of Applicability, Abbreviated Notice of Resource Determination as well as requests to amend or extend existing Orders. The Commission also inspected and acted on Requests for Certificates of Compliance. The Commission investigated various complaints and calls regarding resource area concerns and issued Enforcement Orders on violations. The Commission advises other Town boards and officials, as well as private individuals and groups, on issues that relate to its areas of jurisdiction. The Commission issued comment letters to the

The Commission continues to work on preserving the Lower Center Street area that borders Haverhill and Boxford. With the help of Senator Tarr and Representative Mirra's we received State assistance funds to improve the area. We received a CPA grant and two State grants in FY-2021 to perform a Phase 2 nuisance weed removal project from Johnsons Pond. We expect to complete this work in October 2021.

We continued to work closely with the Groveland Open Space and Trails Committee to manage trails at Veasey Park, Meadow Pond, Town Forest, and Center Street Greenway. The Commission also worked on various projects involving beaver issues, trail construction and maintenance and signage, and other conservation land management concerns.

The Conservation Commission is represented on the Community Preservation Committee and the Groveland Open Space and Trails Committee.

Respectfully Submitted,
Michael Dempsey, Chair
Groveland Conservation Commission and Department



Town of Groveland
Economic Development
Planning & Conservation Department
Planning Board
183 Main Street
Groveland, MA 01834

Robert Danforth, Chair
Brad Ligols
Jim Bogiages
John Stokes III
Walter Sorenson

TOWN OF GROVELAND PLANNING BOARD – TOWN REPORT FY 21

The Planning Department consists of a Town Planner, and a five (5) elected member volunteer board and one (1) alternate member appointed by the Board of Selectmen. Members are elected for three (3) year terms and the associate member is appointed to a one (1) year term. The Department reviews and endorses all Approval Not Required Plans (M.G.L. Ch. 41 Sec. 81-L and 81-P), all Preliminary and Definitive Subdivision plans as required by M.G.L. Ch. 41 Sec. 81 - K to 81 - GG and the Town of Groveland Subdivision Rules and Regulations. The Planning Department also reviews applications for Stormwater Management and Land Disturbance permits as authorized under Article 14 of the General Bylaw, Site Plan Review as authorized under the Groveland Zoning Bylaw Section 13 and the following Special Permits, as authorized by M.G.L. Ch. 40A and the Groveland Zoning Bylaw:

- Aquifer Protection Overlay District pursuant to Section 6.2.
- Reduction in Parking Requirements pursuant to Section 9.4.
- Inclusion of Affordable Housing pursuant to Section 10.1
- Conservation Subdivision Design (CSD) pursuant to Section 10.2.
- Planned Unit Development (PUD) pursuant to Section 10.3

The Planning Board meets regularly, the first and third Tuesday of the month. Planning Board meetings are held at the Town Hall Main Meeting Room located at 183 Main Street. All interested persons may appear and be heard. Persons needing special accommodations and/or those interested in viewing the application materials should contact the Groveland Economic Development Planning & Conservation Department at (978) 556-7214.

PLANNING BOARD CHANGES

In May 2021 John Stokes III was elected as a full member of the Board, and in July 2021 alternate member Brad Ligols was appointed to become a full member of the Board. At the end of the fiscal year, the Board had five (5) full members, one (1) alternate member position vacant.



Town of Groveland
Economic Development
Planning & Conservation Department
Planning Board
183 Main Street
Groveland, MA 01834

Robert Danforth, Chair
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PAST YEAR OVERVIEW

During FY2021, the Planning Department reviewed and granted the following permits:

Application Type	# Permits Reviewed
Approval Not Required	1
Aquifer Protection Overlay Permit	1
Definitive Subdivision	1
Site Plan Approval	2
Stormwater Permit	2
Lot Line Adjustment	1
Form A	2
TOTAL	10

TOWN MEETING ARTICLES AND ZONING CHANGES

The Board put forth four (4) warrant articles. The proposals consisted of:

- Amendment to Section 50-6.1: Floodplain Overlay District, to comply with new federal mandates. The National Flood Insurance Program (NFIP) in coordination with FEMA have mandated all municipal floodplain bylaws include specific language in their floodplain bylaw. The required information is mostly clarification of existing language, changing existing terms and language to pair with the requirements of state building code as well as updated terminology changes;
- Amendment to Section 50.7.1: Accessory Apartments. Groveland, like many towns, is experiencing a shortage of affordable housing forcing residents to relocate or rent portions of their homes without proper permits and inspections. This change allows for an



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owner-occupied dwelling to create a subordinate dwelling, and if they so choose rent to a non-family member;

- Amendment to Section 50-4.5: Site Plan Approval, and related Bylaw sections, to establish new applicability thresholds, clarify minor site plan approval, and amend the waiver process;
- Addition of a new Section 50-10.4 to allow for Common Driveways by special permit in all zoning districts; and add a common driveway definition to Section 50-2.1.

Developments were to seeking excessive waivers from the Subdivision Control Law in order to create a road that functions as a shared drive. In efforts to meet the standards for roadway construction the design is poorly impacted. This change provides better land use and ensures appropriate access.

INITIATIVES

As mentioned in the last Town Report, the Board has spent this year focusing on the Comprehensive Master Plan. In FY2021 the Town applied for the FY2022 Community One Stop for Growth grant from the state Executive Office of Housing & Economic Development to assist the Board with the creation of a Comprehensive Master Plan. The Board will continue to focus on creating a well-rounded and complete Comprehensive Master Plan.

Respectfully submitted.

Annie Schindler, Environmental Program Coordinator & Town Planner
Economic Development, Planning & Conservation Department

Groveland Planning Board
Robert Danforth, Chair
Brad Ligols
Jim Bogiages
John Stokes III
Walter Sorenson

Town of Groveland Zoning Board of Appeals

183 Main Street
Groveland, MA 01834



*Jason Normand, Chair
Kathleen Franson, Vice Chair
John Stokes
Christopher Goodwin
Matthew Guy*

TOWN OF GROVELAND ZONING BOARD – TOWN REPORT FY21

The Zoning Board of Appeals consists of a five (5) member volunteer board and two (2) alternate members all appointed by the Board of Selectmen. Full time members are appointed for three (3) year terms and associate members are appointed for a one (1) year term. The Groveland Zoning Board of Appeals is authorized to function under the M.G.L. Chapters 40A and 40B, as well as the Groveland Zoning Bylaws. The Board issues special permits, grants variances and comprehensive permits, and hears appeals from decisions of the Building Inspector. Public hearings of the Board are held as the result of applications in the following areas:

- By a person aggrieved by the decision of the Building Inspector or other administrative officer (Massachusetts General Law, Chapter 40A, Section 13).
- For a Comprehensive Permit pursuant to M.G.L. Chapter 40B to construct affordable housing within the Town of Groveland.
- For a special permit under the Zoning Bylaw.
- For a variance from the requirements of the Zoning Bylaw.

The Zoning Board of Appeals meets regularly, the first Wednesday of the month. Zoning Board of Appeals meetings are held at the Town Hall Main Meeting Room located at 183 Main Street. All interested persons may appear and be heard. Persons needing special accommodations and/or those interested in viewing the application materials should contact the Groveland Economic Development Planning and Conservation Department at (978) 556-7214.

ZONING BOARD CHANGES

At the end of the fiscal year the Board had three (3) full members, two (2) full member vacancy and two (2) associate member vacancies.

PAST YEAR OVERVIEW

During FY2021, the Zoning Board reviewed no new applications for permits or variances.

Respectfully submitted,

Annie Schindler, Environmental Program Coordinator & Town Planner

Economic Development Planning and Conservation Department

Groveland Zoning Board of Appeals

Jason Normand, Chair

Chris Goodwin

John Stokes III



Town of Groveland Water and Sewer Department

2021 Annual Town Report for the Water and Sewer Department

In Fiscal Year 2021 the department pumped a total of 130,678,000 gallons of water. The daily average of water pumped was 0.358 million gallons of water. If you have any questions about water conservation or how the Department can assist in helping you conserve water, please contact our office.

Million Gallons Pumped Per Month

July	Aug	Sept	Oct	Nov	Dec
14.864	14.046	11.954	10.642	9.378	9.164

Jan	Feb	Mar	Apr	May	June
8.443	7.679	8.425	10.107	12.110	13.866

Unaccounted for water was 3.1%, the goal as set by the DEP is to be under 10%. "Unaccounted water" is the difference between the water billed to consumers (metered consumption) and the amount of water that entered the system (metered supply). It includes domestic and non-domestic water meters under-registration, unauthorized hydrant openings, piping leakage, and illegal connections. Water that is lost is not used, and is therefore wasted. It not only represents a loss to the water supplier who receives no compensation for the distribution of this water, but also a loss to the consumer, who is missing out on the opportunity to consume this water.

During the annual hydrant flushing program we flushed approximately 300 hydrants throughout the town. Hydrant flushing enhances water quality by flushing sediment from the mainline pipes, verifies proper operation of hydrants and valves, thereby enhancing firefighting capability. We

have recently started a new unidirectional hydrant flushing program. This program features a systematic approach to directing flow to improve the cleaning process of the water mains and improve water quality.

The total wastewater pumped to the City of Haverhill wastewater treatment plant was 95,969,000 gallons for the year. The maximum daily flow was 670,000 gallons and the average daily flow was 260,776 gallons.

Respectfully submitted,

Colin Stokes, Superintendent

Jonathan Riopelle, Chairman

Carl Bellinger, Commissioner

Mike Wood, Commissioner

Heather Torres, Office Manager

Mali Lees, Administrative Assistant

SCHOOL DEPARTMENT REPORTS



PENTUCKET REGIONAL SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT
22 MAIN STREET
WEST NEWBURY, MASSACHUSETTS 01985-1897
TEL: (978) 363-2280 / FAX: (978) 363-1165

GROVELAND
MERRIMAC
WEST NEWBURY

Justin Bartholomew, Ed.D.
Superintendent of Schools

Brent Conway
Assistant Superintendent

Catharine Page
IT & Digital Learning Director

Greg A. Labrecque
Business Manager

Michael A. Jarvis, Ed.D.
Director of Student Services

The Groveland Annual Report of the School Department activities for FY21 has been developed by the Principals of the Pentucket Regional High School, Pentucket Regional Middle School and the Dr. Elmer S. Bagnall School on behalf of the Superintendent of Schools and the Pentucket Regional School Committee.

Dena Trotta, Chairwoman
Wayne Adams, Vice Chairman
Bill Buell/Christopher Markuns
Joanna Blanchard
Christine Reading
Richard Hodges
Emily Dwyer
Marie Felzani
Lisa O'Connor

Pentucket Regional High School
Annual Report Fiscal Year 2020 - 2021

The 2020 - 2021 school year was a year like no other. Student enrollment was 689 and consisted of 190 students from West Newbury, 254 from Groveland, 245 from Merrimac, and 34 school choice students. 182 students graduated in the class of 2021.

After a great fall and winter of school and student activities we made an abrupt shift to remote learning that spanned from March until the summer break. This was a drastic change for students at Pentucket, as well as students across the state and nation. As the remote learning scenario evolved and the length of time out of school increased, the expectations for students and teachers also changed. Students, parents and staff did a remarkable job adjusting to a very different learning environment and expectations.

One of the great successes of this challenging year was how the class of 2021 worked together with the school administration and community to orchestrate several significant culminating events. Students, staff and community members worked with student council co-president, Ben Beaulieu, to record and submit a video senior awards celebration. This virtual ceremony was a fitting tribute to the accomplishments of the class. Students also collaborated with administration to host a unique and festive graduation ceremony on the grass field in front of the school. With the high school as it's backdrop, the class gathered in their vehicles with family for graduation. The air conditioning in their vehicle kept everyone cool, and horns were used to congratulate classmates, and when the time arrived students got out of their vehicles and walked across the stage to accept their diploma. Despite all of the challenges, The Class of 2020 graduated from high school in style like no class ever did before.

Students and staff at PRHS are grateful for the continued support of the Town of West Newbury. Thank you for all that you do for us every year!

Respectfully submitted,
Jonathan Seymour, Principal

Pentucket Regional Middle School
Annual Report Fiscal Year 2020 - 2021

The 2019-2020 school year certainly presented challenges for us all. From the educational perspective, students, staff and families had to make changes overnight. The way that teachers had to shift and deliver curriculum in a different way was certainly challenging for us all, but has allowed us to change education in a lot of ways for the better as we continue to move through this difficult time.

Student enrollment was 390 and consisted of 91 students from West Newbury, 152 from Groveland, 139 from Merrimac, and 8 school choice students. 185 students matriculated to the high school level.

The fall began with the implementation of a new student information system, Infinite Campus. This platform allows for a main streamline approach to communication for students and families. Campus allows for staff to post grades and provide updates via email to both individuals and groups of students. The school administration can also use these features to send important information to families as well. The school's technology coordinators help facilitate training and troubleshoot concerns as they arise.

The Team model at PRMS was also implemented during the 2020-2021 school year. This allowed for a greater student-centered approach as groups of teachers all share the same students. Staff could now collaborate with one another to discuss the RTI process and develop strategies to assist struggling students. This also allows for a more effective process for parent communication. Most importantly, the Team model has provided students with a greater sense of community as they begin their 7-12 education at Pentucket.

The 2020-2021 school year also brought some additional curriculum supports for students and staff. This included the Eureka Math program in both grades 7 and 8. This provided a bridge from elementary school to middle as students are familiar with this program from previous years. Also in the area of Math, the grade 8 Math staff worked collaboratively with the high school staff to assure that the Algebra 1 curriculum aligns at both levels. Progress monitoring in the areas of Math and literacy through the implementation of the i-Ready platform. This allows staff to assess student progress through the implementation of benchmark assessments throughout the school year. Students who are identified as needing support have the opportunity to be enrolled in a "Lab" course using interventions from the i-Ready platform.

Students and staff at PRMS are grateful for the continued support of the Town of West Newbury. Thank you for all that you do for us every year!

Sincerely,

Terrence Conant
PRMS Principal
Dr. Elmer S. Bagnall Elementary School
Annual Report Fiscal Year 2020-2021

Demographic Information

The Dr. Elmer S. Bagnall School is located in the town of Groveland, Massachusetts, and serves the students from Pre-Kindergarten to Grade 6. The Bagnall School provides local educational services to the residents of Groveland. The enrollment for the 2020-2021 school year was 479 students, Preschool to Grade 6.

School Highlights from 2020--2021

- Teachers focused on developing cohesive units of instruction that incorporated UDL (Universal Design for Learning) and SEL (Social Emotional Learning) strategies.
- Bagnall School staff are part of Literacy Grant to bring students enhanced instruction in the area of literacy.
- School administration implements Coffee and Conversation as a monthly meeting open to parents/stakeholders.

Curriculum and Instruction

-Students received the core academic disciplines of math, science, ELA, and social studies. Specials include PE, Art, and Music.

Math - students use Eureka math as the primary source for math instruction. Eureka math is the most highly utilized math program nationwide.

Literacy - students use our new Wit and Wisdom program.

-Professional Walkthroughs continue to guide instructional design.

Assessment

-Bagnall administered MCAS in Spring 2021 for gr. 3-6 (ELA and Math) and Science (gr. 5).

-Bagnall implemented diagnostic assessments three times last year in grades K-6, and the results were used to make decisions on curriculum and instruction.

Community Service/Collaboration

-Bagnall started a 5th/6th Grade Community Service Group. The students ran a Coat Drive, Toy Drive, and started a School Store.

-Bagnall Fourth Graders participated in our Open Space program. This is an experience that allows our students to explore our Science standards in an authentic way and provides students, parents, and community members an opportunity to work together.

-School administration worked with the Town of Groveland and Community Preservation Committee to build an Inclusive playground.

-School administration works together with Groveland Police Department and Groveland Fire and Safety to increase community collaboration.

Sincerely,
Jim Day, Principal
Dr. Elmer S. Bagnall Elementary School

Accardi, Alex
Aiello, Lorenzo
Andino, Jameson
Badger, Aidan
Belliveau, Jarod
Bettencourt, Corey
Bockman, Troy
Bogucki, Alyssa
Boucher, Matthew
Brancato, Isabella
Burns, Cora
Campbell, Syeira
Carpenter, Vance
Castle, Kyle
Cenci, Rachel
Cho, Michael
Cleveland, Arielle
Daniels, Megan
Depaolo, Jillian
Degnan, Tyler
Dickson, Luke
Dolan, Jacob
Dube, Emily
Enright, Adam
Fandel, Emma
Filippov, Larisa
Fioretti, Giavanna
Foucher, Emily
Gavin, Dylan
Goney, Kyliegh
Hurlburt, Abigayle
Jaslowich, Colby
Johnson, Julia
Kennedy, Ryan
Lee, Denneth
Legacy, Christopher
Licata, Angela
Lynch, Joseph
Marks, Jonathan
McCandless, Joseph
Meatley, Jacob
Mitchel, Brian
Mulcahy, Chase
Neumann, Emma
Oliphant, Nathan
O'Rourke, Dylan
Patel, Jay
Patel, Jill
Perlitch, Michael

Pinkham, Alexander
Reagan, Olivia
Rhodes, Jonathan
Riley, Karen
Roberts, Zachary
Ruchala, William
Santos, Logan
Sharpe, Mia
Smith, Sabine
Smith, Violette
Stark, Dexter
Stearns, Parker
Sullivan, Andrew
Sullivan, Layla
Sullivan, Morgan
Thronson, Cooper
White, Megan



NEW ENGLAND
ASSOCIATION
OF SCHOOLS
AND COLLEGES
ACCREDITED MEMBER

Whittier Regional Vocational Technical High School
115 Amesbury Line Road, Haverhill, MA 01830

APPROVED BUDGET 2020 – 2021

Maureen A. Lynch
Superintendent

SCHOOL COMMITTEE

Brett Murphy, Acting Chairman
Newburyport

Garry James
Ipswich

David E. Irving
Secretary
Rowley

Paul M. Tucker
Merrimac

Lisa O'Connor
Groveland

C. Anthony LeSage
Asst. Treasurer
Amesbury

Johanna True
Newbury

Ronald Fitzgerald
Salisbury

Jo-Ann Testaverde, Ed.D
Georgetown

Chip O'Connor
West Newbury

Richard P. Early, Jr.
Haverhill

Scott Wood
Haverhill

Ben Fichera
Newburyport

Charles LaBella
Amesbury

“EQUAL EDUCATIONAL OPPORTUNITY”

Whittier Tech:
Working on your future



Whittier Regional Vocational Technical High School

115 Amesbury Line Road
Haverhill, MA 01830-1898
978-373-4101
Fax: 978-521-0260
www.whittiertech.org

Brett Murphy
Acting Chairman
School Committee

Maureen Lynch
Superintendent

Dear Whittier Community Officials:

I am pleased to present the recommended budget and accompanying informational documents for Whittier Regional Vocational Technical High School.

The Operating budget that was initially presented to the Executive Sub-Committee reflected a 6.98% increase over the FY20 budget. After Executive Sub-Committee, the figure was reduced to 6.50%, which is lower than the 7.57% increase in mandated Net School Spending.

As a result of the Student Opportunity Act, the district received an additional \$1,147,402 in Chapter 70 funds, which represents an 11.24 % increase over FY20. These funds will enable Whittier to hire additional teaching staff in the areas of English, Math, English Language Learners, World Language, Dental Assisting and Engineering/Electronics, while keeping total assessments to member districts at a modest average increase of 2.77%.

The total capital budget for FY21 is \$695,000 of which \$345,000 will be used to complete the final phase of the athletic field project. The remaining \$350,000 will be put towards the cost of a feasibility study for the building, which is nearly 50 years old. In December of 2019, Whittier's Statement of Interest, which outlined the need for a building renovation, was invited into the Massachusetts School Building Authority's Eligibility Period and completion of a feasibility study is one of the first steps in that process.

Whittier's FY21 budget as submitted will allow the district to continue to meet the needs of its students as we prepare them for the future. I would like to thank the School Committee for their guidance and support during this budget process. Additionally, I am grateful to the staff, department heads and administrative team for being fiscally responsible with their budget requests.

Sincerely,

Brett Murphy
Acting Chairman, School Committee

Maureen Lynch
Superintendent

Whittier Tech: *Working on your future*

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED BUDGET ACCOUNT TOTALS FY20 - FY21**

<u>FUNCT</u>	<u>FUNCTION TITLE</u>	<u>FY20 BUDGET</u>	<u>FY 21 RECOMMENDED</u>	<u>Change</u>
1000	District Leadership			
1100	School Committee	71,200	71,200	0
1200	Superintendent's Office	398,526	407,664	9,138
		<u>469,726</u>	<u>478,864</u>	<u>9,138</u>
1400	Finance & Administration	497,289	603,123	105,834
2000	Instruction			
2100	Academic Leadership	710,643	820,258	109,615
2200	School Building Leadership	775,294	789,928	14,634
2300	Instruction Teaching Services	10,314,466	11,138,823	824,357
2400	Instructional Materials	1,087,678	1,098,237	10,559
2700	Guidance	637,494	664,673	27,179
2800	Psychological Services	143,339	145,229	1,890
		<u>13,668,914</u>	<u>14,657,148</u>	<u>988,234</u>
3000	Student Services			
3100	Attendance	42,877	42,945	68
3200	Health Services	191,350	194,925	3,575
3310	Operation of School Busses	1,371,437	1,375,236	3,799
3510	Athletics	629,246	460,642	-168,604
3520	Student Body	211,100	221,730	10,630
3600	School Security	420,267	463,133	42,866
		<u>2,866,277</u>	<u>2,758,611</u>	<u>-107,666</u>
4000	Operations & Maintenance			
4110	Custodial Service	339,880	352,568	0
4120	Heating of Building	110,000	110,000	0
4130	Utility Services	708,900	708,900	0
4210	Maintenance of Grounds	40,000	40,000	0
4220	Maintenance of Building	711,398	722,799	11,401
4230	Maintenance of Equipment	76,150	73,150	-3,000
4400	Technology Infrastructure	414,331	401,225	-13,106
		<u>2,400,659</u>	<u>2,408,642</u>	<u>-4,705</u>
5000	Fixed Charges	5,129,505	5,766,228	636,723
6000	Community Services	12,000	12,000	0
7000	Replacement of Equipment	95,556	94,090	-1,466
8000	Long Term Debt	0	0	0
9000	Tuitions	85,750	85,750	0
Total Operational Budget		<u>25,225,676</u>	<u>26,864,456</u>	<u>1,638,780</u>
	Capital Outlay	695,000	695,000	0
TOTAL GROSS BUDGET		<u>25,920,676</u>	<u>27,559,456</u>	<u>1,638,780</u>

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

RECOMMENDED FY 2021

BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
1000	DISTRICT LEADERSHIP			
1100	School Committee			
1110.5	Supplies & Materials			
	General Supply Items	336	500	500
1110.6	Other Expenses			
	Travel	4,075	3,500	3,500
	Memberships & Subscriptions	10,201	10,500	10,500
	Meeting Expenses	4,381	5,100	5,100
	Auditing Expenses	30,900	32,100	32,100
	Public Relations	30,846	19,500	19,500
	TOTALS 1106	80,403	70,700	70,700
	TOTALS 1100	80,739	71,200	71,200
1200	Superintendent's Office			
1210.1	Salaries, Professional			
	Superintendent	192,754	189,379	196,075
1210.2	Salaries, Clerical			
	Administrative Assistant	104,471	109,551	111,993
1210.4	Maintenance of Equipment	0	0	0
1210.5	Supplies & Materials			
	Postage & Office Supplies	26,674	25,715	25,715
	Printing & Reproduction	20,762	28,465	28,465
	TOTALS 1210.5	47,436	54,180	54,180

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
1210.6	Other Expenses			
	Travel & Conferences	24,350	15,700	15,700
	Memberships & Subscriptions	13,357	13,716	13,716
	Advisory Boards	11,946	9,500	9,500
	NEASC & Accreditation	4,650	6,500	6,500
	TOTALS 1210.6	54,303	45,416	45,416
	TOTALS - 1200	398,964	398,526	407,664
	TOTALS - 1000	479,703	469,726	478,864
1400	FINANCE & ADMINISTRATION			
1410	Business & Finance			
1410.1	Salaries, Professional			
	Business Manager	143,407	151,634	155,160
	Comptroller	67,008	79,232	81,003
	TOTALS 1410.1	210,415	230,866	236,163
1410.2	Salaries, Clerical			
	Accounts Payable Clerk	50,417	51,551	52,711
	Payroll Clerk (80%)	43,722	44,706	45,711
	Business Office Clerk	47,277	48,341	49,429
	Treasurer	16,396	17,100	17,142
	TOTALS 1410.2	157,812	161,698	164,993
1410.6	Travel & Conferences	2,235	1,500	1,500
	TOTAL 1410	370,462	394,064	402,656

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
1420	Human Resource & Benefits			
1420.2	Salaries, Clerical			
	Personnel Clerk	9,681	0	0
	Payroll Clerk (20%)	10,930	11,176	11,428
	TOTALS 1420.2	20,611	11,176	11,428
1420.4	Advertising	5,973	4,000	4,000
	TOTALS 1420	26,584	15,176	15,428
1430	Legal Services			
1430.4	Contracted Services			
	Legal	13,651	20,000	20,000
	TOTALS 1430	13,651	20,000	20,000
1450	Information Technology			
1450.4	District Administrative Technology			
	Contracted Services	47,185	68,049	165,039
1450.5	Other Expenses	6,787	0	0
	TOTALS 1450	53,972	68,049	165,039
	TOTALS 1400	464,669	497,289	603,123

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

RECOMMENDED FY 2021

BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
2000	INSTRUCTION			
2100	Academic Leadership			
2110.1	Salaries, Professional			
	Director of Pupil Personnel	148,265	145,678	149,178
	Coord of Curriculum & Staff Development	137,387	140,456	143,844
	Coord of Cooperative Ed	0	95,292	100,691
	Vocational Technical Admin	0	0	90,000
	Vocational Coordinator	137,637	140,956	144,094
	TOTALS 2110.1	423,289	522,382	627,807
2110.2	Salaries, Clerical			
	Secretary to Student Services	57,443	58,969	60,273
	Secretary Voc. & Curr Coord.	45,691	46,719	47,770
	TOTALS 2110.2	103,134	105,688	108,043
2110.6	Travel & Conferences	804	1,000	1,000
2120.1	Salaries, Professional			
	Cluster Chairs	78,469	81,573	83,408
	TOTALS 2100	605,696	710,643	820,258
2200	School Building Leadership			
2210.1	Salaries, Professional			
	Principal	154,813	151,250	154,625
	Asst. Principals	269,860	275,932	282,141
	Coordinator of Data & Assessment	137,387	140,706	143,844
	In House Suspension	64,185	68,045	67,571

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

RECOMMENDED FY 2021

BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> FY19	<u>ADJUSTED</u> BUDGET - FY20	<u>RECOMMENDED</u> BUDGET - FY21
	TOTALS 2210.1	626,245	635,933	648,181
2210.2	Salaries, Clerical			
	Secretary to Principal	55,949	57,191	58,461
	Secretary to Asst. Principals	42,864	43,828	44,814
	TOTALS 2210.2	98,813	101,019	103,275
2210.4	Contracted Services			
	Answering Service & Maintenance	5,665	5,792	5,922
2210.5	Supplies & Materials	6,260	16,000	16,000
2210.6	Other Expenses			
	Travel & Memberships	7,902	3,000	3,000
	School Council	456	700	700
	TOTALS 2210.6	8,358	3,700	3,700
	TOTALS 2210	745,341	762,444	777,078
2250	Admin Tech/Support - Schools			
2250.4	Principals Office Technology Cont Svcs	9,944	12,850	12,850
	TOTALS 2250	9,944	12,850	12,850
	TOTALS 2200	755,285	775,294	789,928

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

RECOMMENDED FY 2021

BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
2300	Instruction Teaching Services			
2305.1	Salaries, Professional Instructional	8,398,856	8,774,936	9,529,308
	Instructional, Special Needs	873,753	1,058,050	1,089,149
	TOTALS 2305.1	9,272,609	9,832,986	10,618,457
2315.1	Salaries, Program Advisor	0	0	0
2325.3	Salaries, Substitutes	88,580	110,000	110,000
2330.3	Salaries, Teacher Aides			
	Teacher Aides	199,659	129,925	132,629
	Teacher Aides, Special Needs	63,708	368	33,309
	TOTALS 2330.3	263,367	130,293	165,938
2340.1	Salaries, Professional Instructional Media Specialist	98,417	100,870	103,373
2351.1	Salaries, Professional Prof Dev Mentor Stipends	1,152	0	0
2352.1	Salaries, Professional Instructional Coach/Mentor	31933	32,817	33,555
2352.4	Contracted Svcs, Prof Dev Coach/Mentor	0	0	0
2352.5	Supplies, Prof Dev Coch/Mentor	846	500	500
2352.6	Other Costs, Prof Dev Coach/Mentor	800	500	500
2354.1	Salaries, Stipends Staff Providing Prof Dev	0	7,000	7,000

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

RECOMMENDED FY 2021

BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
2356.1	Salaries, Staff Attending Prof Dev	0	0	0
2356.6	Expenses for Staff Attending PD	90,166	89,500	89,500
2358.4	Contract Svcs, Outside PD Providers	3,550	7,000	7,000
2358.5	Supplies, Outside PD Providers	4,880	3,000	3,000
TOTALS 2300		9,856,300	10,314,466	11,138,823
2400	Instructional Materials & Equipment			
2410.5	Supplies & Materials			
	Textbooks	26,226	18,391	18,716
2415.5	Library Books	6,752	8,450	8,450
2415.6	Library/AV Memberships	3,200	6,010	6,010
2420.5	Instructional Equipment	42,486	61,444	41,647
2430.4	Contracted Services			
	Shop Requests	66,677	113,916	107,383
2340.5	Supplies & Materials			
	General Instructional	345,917	318,796	336,834
	Computer Supplies	39,046	68,600	68,600
	General Classroom	1,442	9,750	9,750
	Program Expansion	297	5,000	5,000
TOTALS 2430.5		386,702	402,146	420,184
2430.6	Other Expenses	20,768	24,787	26,013
2451.5	Instructional Hardware/Staff & Student Devices	156,890	380,029	403,329

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

RECOMMENDED FY 2021

BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
2455.5	Instructional Software & Materials	44,395	72,505	66,505
	TOTALS 2400	754,096	1,087,678	1,098,237
2700	Guidance			
2710.1	Salaries, Professional			
	Guidance Director	86,576	88,780	90,778
	Guidance Counselors	319,947	337,742	352,106
	School Adjustment Counselor	63,185	147,785	156,369
	Summer Coverage	5,075	5,400	5,400
	TOTALS 2710.1	474,783	579,707	604,653
2710.2	Salaries, Clerical	53,581	54,787	56,020
2710.5	Supplies & Materials			
	Reference & Test Materials	649	1,000	1,000
	Postage, Brochures, Supplies	1,364	2,000	2,000
	Equipment	781	0	0
	TOTALS 2710.5	2,794	3,000	3,000
2710.6	Other Expenses			
	Travel & Memberships	777	0	1,000
	TOTALS 2700	531,935	637,494	664,673
2800	Psychological Services			
2800.1	Salaries, Professional			
	School Psychologist	81,915	84,014	85,904
	Tutoring	0	4,000	4,000
	TOTALS 2800.1	81,915	88,014	89,904

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u>	<u>ADJUSTED</u>	<u>RECOMMENDED</u>
		<u>FY19</u>	<u>BUDGET - FY20</u>	<u>BUDGET - FY21</u>
2800.4	Contracted Services	30,676	42,275	42,275
2800.5	Supplies & Materials	15,935	12,050	12,050
2800.6	Travel & Conferences	556	1,000	1,000
	TOTALS 2800	129,082	143,339	145,229
	TOTALS 2000	12,632,394	13,668,914	14,657,148
3000	STUDENT SERVICES			
3100	Attendance			
3100.1	Salaries, Professional Attendance Monitor	41,200	42,877	42,945
	TOTALS 3100	41,200	42,877	42,945
3200	Health Services			
3200.1	Salaries, Professional School Nurses	167,299	163,928	167,503
3200.4	Contracted Services School Physician Laundry/Medical Waste	16,038 252	16,642 500	16,642 500
	TOTALS 3204.4	16,290	17,142	17,142
3200.5	Supplies & Materials	9,763	10,000	10,000
3200.6	Other Expenses Memberships	0	280	280

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> FY19	<u>ADJUSTED</u> BUDGET - FY20	<u>RECOMMENDED</u> BUDGET - FY21
	TOTALS 3200	193,352	191,350	194,925
3310	Operation of School Buses			
3310.1	Salaries, Professional			
	Coordinator of Transportation	70,281	71,862	66,463
3310.3	Salaries, Other			
	Bus Drivers	615,856	624,116	656,565
	Mechanics	135,388	138,383	141,696
	Security/Bus Drivers (50%)	47,891	48,955	26,534
	TOTALS 3310.3	799,135	811,454	824,795
3310.4	Contracted Services	160	0	0
3310.5	Supplies & Materials			
	General Supply Items	72,963	92,000	89,000
	Fuel, Oil, Lubricants	72,150	146,200	126,200
	Equipment	0	2,500	2,500
	TOTALS 3310.5	145,113	240,700	217,700
3310.6	Other Expenses			
	Licensing & Physicals	5,007	5,000	5,000
	Insurance, Health	29,670	60,462	76,930
	Insurance, Buses	12,462	27,700	29,085
	Insurance, Workers Comp	8,090	20,089	21,093
	Leasing Expense	0	134,170	134,170
	TOTALS 3310.6	55,229	247,421	266,278
	TOTALS 3310	1,069,918	1,371,437	1,375,236

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

RECOMMENDED FY 2021

BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u>	<u>ADJUSTED</u>	<u>RECOMMENDED</u>
		<u>FY19</u>	<u>BUDGET - FY20</u>	<u>BUDGET - FY21</u>
3510	Athletics			
3510.1	Salaries, Professional			
	Athletic Dir & Equipment Tech	29,595	30,261	30,942
	Coaches	203,192	205,073	209,687
	Trainer	29,254	29,912	30,585
	Transportation	22,018	19,000	19,428
	TOTALS 3510.1	284,059	284,246	290,642
3510.4	Contracted Services			
	Officials	34,854	42,000	42,000
	Police	2,760	3,000	3,000
	Reconditioning of Equipment	15,121	24,000	24,000
	TOTALS 3510.4	52,735	69,000	69,000
3510.5	Supplies, Sporting Goods/1st Aid	110,935	75,000	75,000
3510.6	Other			
	Memberships, Clinics & Travel	18,721	16,000	16,000
	Athletic Equipment	0	185,000	10,000
		18,721	201,000	26,000
	TOTALS 3510	466,450	629,246	460,642
3520	Student Body			
3520.1	Salaries, Class & Club Advisors, Other Stipends	53,382	52,450	53,630
	MCAS & Other Stipends	90,221	72,150	74,100
		143,603	124,600	127,730
3520.5	Supplies, Other Student Activities	30,539	10,000	10,000

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

RECOMMENDED FY 2021

BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u>	<u>ADJUSTED</u>	<u>RECOMMENDED</u>
		<u>FY19</u>	<u>BUDGET - FY20</u>	<u>BUDGET - FY21</u>
3520.6	Other Expenses			
	Skills USA/Other	129,392	67,500	75,000
	Graduation Expenses	14,732	9,000	9,000
	TOTALS 3520.6	144,124	76,500	84,000
	TOTALS 3520	318,266	211,100	221,730
3600	School Security			
3600.1	Salaries, Professional			
	District Safety & Security Director	22,500	23,067	47,000
	Security Officer/Student Mediator	43,937	45,218	46,207
		66,437	68,285	93,207
3600.3	Salaries, Other			
	Monitors	53,127	57,826	59,123
	Security/Bus Drivers (50%)	25,392	25,949	26,534
	Security Special Events	11,227	7,000	7,000
	TOTALS 3600.3	89,746	90,775	92,657
3600.4	Contracted Services			
	Security Contract	146,288	149,600	164,030
	School Resource Officer	73,532	81,607	83,239
	TOTALS 3600.4	219,820	231,207	247,269
3600.5	Supplies & Materials	6,898	5,000	5,000
3600.6	Repairs Security Equipment	8,515	25,000	25,000
	TOTALS 3600	391,416	420,267	463,133

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
	TOTALS 3000	2,480,602	2,866,277	2,758,611
4000	OPERATIONS/MAINTENANCE			
4110	Custodial Services			
4110.3	Salaries, Summer Maintenance	0	27,880	27,568
4110.4	Contracted Services. Cleaning Contract	305,480	312,000	325,000
	TOTALS 4110	305,480	339,880	352,568
4120	Heating of Building			
4120.4	Contracted Services-Natural/Propane Gas	92,820	110,000	110,000
	TOTALS 4120	92,820	110,000	110,000
4130.4	Utility Services			
	Water	11,332	10,000	10,000
	Sewerage Treatment	40,272	35,000	35,000
	Septic Service	756	6,000	6,000
	Refuse Removal	30,435	35,000	35,000
	Telephone	70,277	67,900	67,900
	Hazardous Waste Removal	44,910	40,000	40,000
	Electrical Service	519,296	500,000	500,000
	TOTALS 4130.4	717,278	693,900	693,900
4130.5	Supplies & Materials	6,942	15,000	15,000
	TOTALS 4130	724,220	708,900	708,900

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
4210	Maintenance of Grounds			
4210.3	Salaries, Overtime & Snow	20,902	15,000	15,000
4210.5	Supplies & Materials			
	Ice Melt, Sand, Fertilizer	8,397	25,000	25,000
	TOTALS 4210	29,299	40,000	40,000
4220	Maintenance of Buildings			
4220.1	Salaries, Plant Facilities Manager	106,747	116,000	118,610
4220.3	Salaries, Other			
	Forer Stipend	6,144	6,282	6,423
	Maintenance "B"	322,862	348,466	357,116
	Shift Differential	7,650	7,650	7,650
	STP Stipend	0	4,500	4,500
	TOTALS 4220.3	336,656	366,898	375,689
4220.4	Contracted Services	83,573	54,000	54,000
4220.5	Supplies & Materials			
	Electrical, Paint, Plumbing, Etc	74,089	90,000	90,000
	Office Supplies	916	2,000	2,000
	Equipment	11,152	5,000	5,000
	TOTALS 4220.5	86,157	97,000	97,000
4220.6	Other Expenses			
	Repair & Replacement	72,959	75,000	75,000
	Travel & Seminars	248	2,500	2,500
	TOTALS 4220.6	73,207	77,500	77,500

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> FY19	<u>ADJUSTED</u> BUDGET - FY20	<u>RECOMMENDED</u> BUDGET - FY21
	TOTALS 4220	686,340	711,398	722,799
4230	Maintenance of Equipment			
4230.4	Contracted Services			
	Maint/Rpr of Building & Equipment	143,107	68,150	68,150
	Maint/Rpr of Vehicles	2,673	8,000	5,000
	TOTALS 4230	145,780	76,150	73,150
4400	Tech Infrastructure, Maint & Support, Salaries			
4450.1	Technology Director	110,000	112,475	115,006
4550.3	Other	141,042	149,868	154,531
	TOTALS 4440	251,042	262,343	269,537
4450	Tech Infrastructure, Maint & Support, All Other			
4450.4	Contracted Services	95,736	139,988	119,688
4450.5	Supplies	61,061	12,000	12,000
	TOTALS 4450	156,797	151,988	131,688
	TOTALS 4000	2,391,778	2,400,659	2,408,642
5000	FIXED CHARGES			
5100.5	Other Expenses			
	Retirement Program	662,750	792,171	822,097
	Employee Separation Costs	23,992	17,820	37,755
	Annuities	27,500	22,500	22,500

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
	TOTALS 5100	714,242	832,491	882,352
5200.6	Other Expenses			
	Health Insurance-active employees	2,126,987	2,338,791	2,743,470
	Health Insurance - retiree	956,518	1,152,652	1,292,352
	Dental Insurance -active employees	96,118	114,055	113,698
	Medicare	215,097	211,403	219,953
	Life/Disability Insurance	2,332	4,600	4,600
	Student Accident	20,468	21,257	22,320
	Package Insurance	131,347	143,128	150,284
	Worker's Compensation	75,919	89,856	94,348
	Umbrella	24,707	9,704	11,109
	Treasurer's Bond	661	700	700
	School Board Indemnity	4,017	4,200	4,410
	Automotive	6,340	7,980	8,379
	Unemployment	25,777	100,000	100,000
	Employment Practices Liability	16,485	16,485	17,309
	Disability Insurance	3,602	3,570	3,570
		3,706,375	4,218,381	4,786,502
5250.6	OPEB Liability Reserve	10,000	25,000	40,000
	TOTALS 5200	3,716,375	4,243,381	4,826,502
5300.4	Rental of Equipment			
	Postage Meter	2,102	3,800	3,800
	Copy Machines	58,001	49,833	53,574
	TOTALS 5300	60,103	53,633	57,374
	TOTALS 5000	4,490,720	5,129,505	5,766,228

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
6000	COMMUNITY SERVICES AND STAFF DEVELOPMENT			
6200.5	Supplies & Materials Office, Flyers, Postage	8,497	12,000	12,000
	TOTALS 6000	8,497	12,000	12,000
	SITE IMPROVEMENTS			
7100.4	Acquisition and Improvement of Sites Contracted Services - Athletic Fields	750,817	0	0
	TOTALS 7100	750,817	0	0
	BUILDING IMPROVEMENTS			
7200.4	Acquisition and Improvement of Buildings Contracted Services - Allied Health	408,620	0	0
	TOTALS 7200	408,620	0	0
7000	REPLACEMENT OF EQUIPMENT			
7400	Replacement of Equipment	28,939	95,556	94,090
	TOTALS 7000	28,939	95,556	94,090

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
9000	TUITIONS TO OTHER SCHOOLS			
9100	Tuitions to Mass Schools	0	6,750	6,750
9110	Tuition School Choice Out	0	35,000	35,000
9400	Tuitions to Collaboratives	42,905	44,000	44,000
	TOTALS 9000	42,905	85,750	85,750
STABILIZATION				
	Transfer to Stabilization	350,000	0	0
TOTAL BUDGET		24,529,644	25,225,676	26,864,456

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
TOTAL ASSESSMENTS FOR FY 2021**

Required Net School Spending	23,040,951
Other Assessments, Transportation and Community Education	1,375,236
Long Term Debt Assessment	-
Capital Assessment	695,000
Other Educational Assessment	<u>2,448,269</u>
Gross Budget	27,559,456

Less Revenues To Be Applied:

Chapter 70 aid	11,352,261	
E and D	0	
Transportation	<u>787,618</u>	<u>12,139,879</u>

Total Assessments	<u><u>15,419,577</u></u>
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	<u>Minimum Contribution</u>	<u>Other Assessments</u>	<u>Long-term Debt Assessments</u>	<u>Capital Assessments</u>	<u>Other Educational Assessments</u>	<u>Total Assessments</u>
Amesbury	1,240,419	44,588	-	71,291	185,771	1,542,069
Georgetown	471,134	15,019	-	50,941	62,576	599,669
Groveland	619,417	22,059	-	28,640	91,908	762,024
Haverhill	6,476,471	412,084	-	280,939	1,716,917	8,886,410
Ipswich	348,091	10,326	-	55,134	43,021	456,572
Merrimac	717,032	27,222	-	26,462	113,418	884,134
Newbury	363,225	11,264	-	25,227	46,932	446,648
Newburyport	499,435	15,488	-	81,564	64,531	661,018
Rowley	363,225	11,264	-	25,487	46,932	446,908
Salisbury	438,897	13,611	-	27,535	56,709	536,752
West Newbury	151,344	4,693	-	21,781	19,555	197,373
TOTALS	<u>11,688,690</u>	<u>587,618</u>	<u>-</u>	<u>695,000</u>	<u>2,448,269</u>	<u>15,419,577</u>

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

REQUIRED NET SCHOOL SPENDING
FY 2021

Required Net School Spending	23,040,951
Less: Chapter 70 Aid	<u>11,352,261</u>
Net Minimum Contribution	<u><u>11,688,690</u></u>
Member Municipalities:	
Amesbury	1,240,419
Georgetown	471,134
Groveland	619,417
Haverhill	6,476,471
Ipswich	348,091
Merrimac	717,032
Newbury	363,225
Newburyport	499,435
Rowley	363,225
Salisbury	438,897
West Newbury	<u>151,344</u>
TOTALS	<u><u>11,688,690</u></u>

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

**OTHER ASSESSMENTS
FY 2021**

Transportation	1,375,236
Less: Transportation Revenue to be Applied	<u>787,618</u>
Net Assessment	<u><u>587,618</u></u>

	<u>FY19 PUPILS/% OF CONTRIBUTION</u>		<u>FOR COMPARISON ONLY</u>		
	<u>PUPILS</u> <u>10/2/2018</u>	<u>PERCENT OF</u> <u>CONTRIBUTION</u>	<u>PUPILS</u> <u>10/1/2019</u>	<u>PERCENT OF</u> <u>CONTRIBUTION</u>	
MEMBER MUNICIPALITIES:					
Amesbury	90	7.17%	95	7.56%	44,446
Georgetown	33	2.63%	33	2.63%	15,439
Groveland	48	3.82%	47	3.74%	21,989
Haverhill	841	66.96%	880	70.06%	411,707
Ipswich	24	1.91%	23	1.83%	10,761
Merrimac	72	5.73%	58	4.62%	27,135
Newbury	25	1.99%	24	1.91%	11,228
Newburyport	37	2.95%	33	2.63%	15,439
Rowley	23	1.83%	24	1.91%	11,228
Salisbury	35	2.79%	29	2.31%	13,568
West Newbury	16	1.27%	10	0.80%	4,678
TOTALS	<u>1244</u>	<u>99.04%</u>	<u>1256</u>	<u>100.00%</u>	<u><u>587,618</u></u>

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

**OTHER EDUCATIONAL ASSESSMENTS
FY 2021**

Other Educational Assessments	2,448,269
Less: E and D Transfer to Reduce Assessments	<u>0</u>
Total Other Educational Assessments	<u><u>2,448,269</u></u>

	<u>FY18 PUPILS/% OF CONTRIBUTION</u>		<u>FOR COMPARISON ONLY</u>		
	<u>PUPILS</u> <u>10/1/2018</u>	<u>PERCENT OF</u> <u>CONTRIBUTION</u>	<u>PUPILS</u> <u>10/1/2019</u>	<u>PERCENT OF</u> <u>CONTRIBUTION</u>	
MEMBER MUNICIPALITIES:					
Amesbury	90	7.17%	95	7.56%	185,180
Georgetown	33	2.63%	33	2.63%	64,326
Groveland	48	3.82%	47	3.74%	91,615
Haverhill	841	66.96%	880	70.06%	1,715,348
Ipswich	24	1.91%	23	1.83%	44,833
Merrimac	72	5.73%	58	4.62%	113,057
Newbury	25	1.99%	24	1.91%	46,782
Newburyport	37	2.95%	33	2.63%	64,326
Rowley	23	1.83%	24	1.91%	46,782
Salisbury	35	2.79%	29	2.31%	56,529
West Newbury	16	1.27%	10	0.80%	19,493
TOTALS	1244	99.04%	1256	100.00%	2,448,269

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
CAPITAL COSTS ASSESSMENTS
FY 2021**

Assessed as a Capital Cost

7000 Asset Acquisition

Athletic Field Turf (phase 3)	345,000
MSBA Feasibility Study	350,000
Total Capital Cost Assessment	695,000

MEMBER MUNICIPALITIES	Resident Pupils 10/1/2019	%	<u>Capital Cost Assessment</u>
Amesbury	2193	10.26%	71,291
Georgetown	1567	7.33%	50,941
Groveland	881	4.12%	28,640
Haverhill	8642	40.42%	280,939
Ipswich	1696	7.93%	55,134
Merrimac	814	3.81%	26,462
Newbury	776	3.63%	25,227
Newburyport	2509	11.74%	81,564
Rowley	784	3.67%	25,487
Salisbury	847	3.96%	27,535
West Newbury	670	3.13%	21,781
TOTAL	21379	100.00%	695,000

Town Directory

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