



TOWN OF GROVELAND

2014 ANNUAL TOWN MEETING WARRANT

COMMONWEALTH OF MASSACHUSETTS

Essex,ss:

To Robert J. Kirmelewicz, Chief of Police of the Town of Groveland, in the County of Essex,

GREETINGS:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the **Annual Town Meeting to meet at the Dr. Elmer S. Bagnall School, 253 School Street, Groveland, MA on Monday, April 28, 2014 @ 7:30 P.M.** to vote on the following Articles:

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/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Unanimous

ARTICLE 2: To see if the Town will vote to transfer from available funds the amount of TWO HUNDRED THIRTEEN THOUSAND FIVE HUNDRED SEVENTY-SIX DOLLARS (\$213,576.00) and appropriate said sum for Chapter 90 approved road work, said amount to be used pending reimbursement by the State, with such work to be done under the supervision of the Road Commissioner; or take any other action relative thereto. Article submitted by Board of Selectmen

BOARD OF SELECTMEN RECOMMEND FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Unanimous

ARTICLE 3: To see if the Town will vote to raise and appropriate the sum of NINE HUNDRED DOLLARS (\$900.00) for the purpose of providing this amount to the William R. Dewhirst, Jr. Post 7366, Veterans of Foreign Wars of the United States, Groveland, MA to pay for heat, electricity, and maintaining its meeting place and any expenses to support this request in Fiscal 2015; or take any other action relative thereto.

Article submitted by Board of Selectmen

NOTE: Authorization for this appropriation is provided in MGL, C. 40, §9.

BOARD OF SELECTMEN RECOMMEND FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Unanimous

ARTICLE 4: To see if the Town will vote to accept the sum of THIRTY-FIVE THOUSAND DOLLARS (\$35,000.00) from the Groveland Municipal Electric Department Operation Account to Town Estimated Receipts to reduce the Tax Rate for the twelve months ending June 30, 2015; or take any other action relative thereto.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Unanimous

ARTICLE 5: To see if the Town will vote to rescind its unused borrowing authority authorized by the affirmative vote of 2013 Annual Town Meeting Warrant Article 12, which authorized the Town to borrow THREE MILLION SIX HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$3,675,000.00) to acquire approximately 61 acres of land all contingent upon the voters of the town approving a debt exclusion ballot question, which ballot question was approved at the Annual Election in May 2013; or take any other action relative thereto.

BOARD OF SELECTMEN RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Majority

Line Item	Appropriated FY'14	Requested FY'15	Finance Board Recommends
GENERAL GOVERNMENT			
1 MODERATOR			
Stipend	100.00	100.00	100.00
SUBTOTAL	100.00	100.00	100.00
2 SELECTMEN			
Selectmen's Stipend	4,500.00	4,500.00	4,500.00
Admin. Asst. Salary	64,735.00	66,030.00	66,030.00
Town Audit	25,000.00	25,000.00	25,000.00
Reserve Fund	24,500.00	20,000.00	20,000.00
Expenses	4,885.00	4,712.00	4,712.00
SUBTOTAL	123,620.00	120,242.00	120,242.00
3 DEPARTMENT OF BUDGET & FINANCE			
Finance Director's Salary (inc. T/C)	100,280.00	90,000.00	90,000.00
Asst. Treasurer/Collector's Salary	48,105.00	49,068.00	49,068.00
Treasury/Collection Clerk	30,195.00	30,799.00	30,799.00
Tax Title Treasury/Collection	2,500.00	2,500.00	2,500.00
Computer Hardware Maint & Lic Fees	13,096.00	13,096.00	13,096.00
Expense	18,000.00	19,000.00	19,000.00
SUBTOTAL	212,176.00	204,463.00	204,463.00
4 TOWN ACCOUNTANT			
Accountant's Salary	65,473.00	66,783.00	66,783.00
Expenses	500.00	400.00	400.00
SUBTOTAL	65,973.00	67,183.00	67,183.00
5 BOARD OF ASSESSORS			
Assessor's Stipends	900.00	1,500.00	900.00
Assessors' Manager's Salary	47,509.00	55,000.00	48,460.00
Expenses	9,500.00	9,500.00	9,500.00
Revaluation Maintenance	42,300.00	35,575.00	35,575.00
Maps - Updating	3,500.00	3,500.00	3,500.00
SUBTOTAL	103,709.00	105,075.00	97,935.00
6 TOWN COUNSEL			
Legal Expense	75,000.00	50,000.00	50,000.00
SUBTOTAL	75,000.00	50,000.00	50,000.00
7 COMPUTER SYSTEM CONSULTANT			
Expense	7,000.00	7,000.00	7,000.00
SUBTOTAL	7,000.00	7,000.00	7,000.00
8 TOWN CLERK			
Town Clerk's Salary	54,398.00	55,486.00	55,486.00
Elections & Registrations	7,000.00	7,000.00	7,000.00
Expenses	3,000.00	3,000.00	3,000.00
SUBTOTAL	64,398.00	65,486.00	65,486.00
9 CONSERVATION COMMISSION			
Stipends	1,400.00	1,400.00	1,400.00
Expenses		1,750.00	
SUBTOTAL	1,400.00	3,150.00	1,400.00

Line Item	Appropriated FY'14	Requested FY'15	Finance Board Recommends
10 PLANNING AND ENGINEERING			
Planning Members' Stipends	1,500.00	1,500.00	1,500.00
Expenses	3,000.00	3,000.00	3,000.00
SUBTOTAL	4,500.00	4,500.00	4,500.00
11 MERRIMACK VALLEY PLANNING COMMISSION			
Assessment	2,136.00	2,189.00	2,189.00
SUBTOTAL	2,136.00	2,189.00	2,189.00
12 ZONING BOARD OF APPEALS			
Zoning Members' Stipends			
Contracted Services & Expenses	4,060.00	4,060.00	4,060.00
SUBTOTAL	4,060.00	4,060.00	4,060.00
13 MUNICIPAL FIELDS & WATER			
Expense	16,000.00	16,000.00	16,000.00
SUBTOTAL	16,000.00	16,000.00	16,000.00
14 MUNICIPAL BUILDINGS			
Supt. Of Buildings Wages			
Expenses	134,425.00	134,425.00	134,425.00
Repairs & Maintenance	30,000.00	30,000.00	30,000.00
SUBTOTAL	164,425.00	164,425.00	164,425.00
15 INSURANCE			
Expenses	93,000.00	98,000.00	98,000.00
SUBTOTAL	93,000.00	98,000.00	98,000.00
16 TOWN REPORTS			
Expenses	2,000.00	2,000.00	2,000.00
SUBTOTAL	2,000.00	2,000.00	2,000.00
TOTAL GENERAL GOVERNMENT	939,497.00	913,873.00	904,983.00

PUBLIC SAFETY

17 POLICE DEPARTMENT			
Chief's Salary	90,947.00	92,766.00	92,766.00
Deputy Chief's Salary	85,264.00	86,970.00	86,970.00
Sergeant's Salary	73,765.00	151,473.00	151,473.00
Patrolmen's Salary	385,876.00	329,402.00	329,402.00
Secretary's Salary	26,470.00	-	-
Other Wages	124,157.00	136,640.00	136,640.00
Incentive Wages	111,560.00	114,986.00	114,986.00
Harbormaster Expenses	1,000.00	1,000.00	1,000.00
Other Expenses	71,700.00	78,100.00	78,100.00
SUBTOTAL	970,739.00	991,337.00	991,337.00
18 PARKING CLERK			
Expense	250.00	250.00	250.00
SUBTOTAL	250.00	250.00	250.00
19 COMMUNICATIONS			
Wages	224,968.00	236,328.00	236,328.00
Expenses	6,000.00	6,400.00	6,400.00
SUBTOTAL	230,968.00	242,728.00	242,728.00

Line Item	Appropriated FY'14	Requested FY'15	Finance Board Recommends
20 FIRE DEPARTMENT			
Fire Engineers' Stipends	500.00	-	-
Chief's Salary	18,928.00	46,800.00	22,707.00
Clerk's Salary	9,050.00	-	3,400.00
Firefighter Wages	93,634.00	84,350.00	95,507.00
Inspector's Wages	3,015.00	-	3,076.00
Drill Wages	36,860.00	30,961.00	37,598.00
Mass. Fire Academy Training	5,250.00	5,250.00	5,250.00
Expenses	72,600.00	72,469.00	75,031.00
SUBTOTAL	239,837.00	239,830.00	242,569.00
21 INSPECTORS			
Wiring Inspector	10,000.00	10,000.00	10,000.00
Wiring Inspector Expenses	450.00	450.00	450.00
Plumbing & Gas Inspector	10,000.00	10,000.00	10,000.00
Plumbing & Gas Inspector Expenses	450.00	450.00	450.00
Sealer of Weights & Measures	750.00	750.00	750.00
Building Inspector	48,139.00	49,102.00	49,102.00
Building Inspector Expenses	2,800.00	2,800.00	2,800.00
SUBTOTAL	72,589.00	73,552.00	73,552.00
22 CIVIL DEFENSE			
Director's Stipend	3,000.00	3,000.00	3,000.00
Expenses	1,000.00	1,000.00	1,000.00
SUBTOTAL	4,000.00	4,000.00	4,000.00
23 ANIMAL CONTROL OFFICER			
Wages	18,046.00	18,407.00	18,407.00
Expenses	3,437.00	3,437.00	3,437.00
SUBTOTAL	21,483.00	21,844.00	21,844.00
TOTAL PUBLIC SAFETY	1,539,866.00	1,573,541.00	1,576,280.00
EDUCATION			
24 EDUCATION			
Pentucket Base Assessment	7,010,889.00	7,194,742.00	7,194,742.00
Pentucket Supplemental Assessment	216,129.00	244,754.00	244,754.00
Pentucket Capital Assessment	495,274.00	545,461.00	545,461.00
Pentucket Capital Assessment Supplemental	-	-	-
Northeast Vocational/Technical Assessment	-	120,364.00	120,364.00
Whittier Vocational/Technical Assessment	860,808.00	907,772.00	907,772.00
SUBTOTAL	8,583,100.00	9,013,093.00	9,013,093.00
TOTAL EDUCATION	8,583,100.00	9,013,093.00	9,013,093.00
PUBLIC WORKS			
25 TREE WARDEN			
Tree Warden Stipend	300.00	-	-
Expenses	7,000.00	10,300.00	10,300.00
SUBTOTAL	7,300.00	10,300.00	10,300.00

Line Item	Appropriated FY'14	Requested FY'15	Finance Board Recommends
26 HIGHWAYS			
Road Commissioner's Salary	76,303.00	77,829.00	77,829.00
Highway Salary	189,796.00	159,080.00	159,080.00
Highway Salary - Part Time	22,000.00	22,000.00	22,000.00
Emergency Overtime	6,000.00	7,000.00	7,000.00
Highway Expense	7,000.00	7,000.00	7,000.00
Front End Loader (Lease)	32,200.00	32,200.00	32,200.00
Snow & Ice Removal	165,000.00	165,000.00	165,000.00
Road Machinery Expense	35,000.00	37,000.00	37,000.00
Road Maintenance Expense	110,000.00	115,000.00	115,000.00
SUBTOTAL	643,299.00	622,109.00	622,109.00
27 STREET LIGHTING			
Expenses	41,500.00	34,000.00	34,000.00
SUBTOTAL	41,500.00	34,000.00	34,000.00
28 RUBBISH COLLECTION			
Contract Administrator	10,170.00	10,374.00	10,374.00
Contract Expense	455,000.00	455,000.00	455,000.00
SUBTOTAL	465,170.00	465,374.00	465,374.00
29 CEMETERY			
Commissioner's Stipend	300.00	300.00	300.00
Full Time Wages		36,312.00	36,312.00
Expenses	4,000.00	4,000.00	4,000.00
SUBTOTAL	4,300.00	40,612.00	40,612.00
TOTAL PUBLIC WORKS	1,161,569.00	1,172,395.00	1,172,395.00

HUMAN SERVICES

30 BOARD OF HEALTH			
Health Members' Stipends	900.00	900.00	900.00
Health Nurse Wages	10,878.00	11,096.00	11,096.00
Health/Sanitation Agent Wages	20,366.00	20,774.00	20,774.00
Part-time Clerk Wages	14,910.00	15,209.00	15,209.00
Part-time Wages			
Expenses	5,000.00	5,000.00	5,000.00
SUBTOTAL	52,054.00	52,979.00	52,979.00
31 COUNCIL ON AGING			
Director's Salary	49,520.00	50,510.00	50,510.00
Senior Aide (1) Salary	31,474.00	32,104.00	32,104.00
Outreach Worker	7,793.00	7,949.00	7,949.00
Part Time Van Driver	17,830.00	18,187.00	18,187.00
Expenses	6,600.00	6,600.00	6,600.00
SUBTOTAL	113,217.00	115,350.00	115,350.00
32 ELDER SERVICE OF MERRIMACK VALLEY			
Assessment	392.00	392.00	392.00
SUBTOTAL	392.00	392.00	392.00
33 VETERANS			
Veterans' Agent	9,500.00	9,500.00	9,500.00
Veterans' Benefits	40,000.00	50,000.00	50,000.00
SUBTOTAL	49,500.00	59,500.00	59,500.00
TOTAL HUMAN SERVICES	215,163.00	228,221.00	228,221.00

Line Item	Appropriated FY'14	Requested FY'15	Finance Board Recommends
CULTURE & RECREATION			
34 LIBRARY			
Library Director's Salary	59,083.00	60,265.00	60,265.00
Library Staff Wages	97,915.00	99,874.00	99,874.00
Part Time Wages	7,795.00	7,951.00	7,951.00
Expenses	62,062.00	63,923.00	63,923.00
SUBTOTAL	226,855.00	232,013.00	232,013.00
35 MEMORIAL DAY SERVICES			
Expenses	600.00	600.00	600.00
SUBTOTAL	600.00	600.00	600.00
TOTAL CULTURE & RECREATION	227,455.00	232,613.00	232,613.00
DEBT SERVICE			
36 DEBT INTEREST	-	-	-
SUBTOTAL	-	-	-
37 DEBT PRINCIPAL	-	-	-
SUBTOTAL	-	-	-
TOTAL DEBT SERVICE	-	-	-
UNCLASSIFIED			
38 ESSEX COUNTY RETIREMENT FUND			
Assessment	354,231.00	410,661.00	410,661.00
SUBTOTAL	354,231.00	410,661.00	410,661.00
39 UNEMPLOYMENT COMPENSATION			
Expense	3,000.00	3,000.00	3,000.00
SUBTOTAL	3,000.00	3,000.00	3,000.00
40 EMPLOYEES' HEALTH INSURANCE			
Expenses	340,000.00	340,000.00	340,000.00
SUBTOTAL	340,000.00	340,000.00	340,000.00
41 EMPLOYEES' LIFE INSURANCE			
Expenses	3,000.00	3,000.00	3,000.00
SUBTOTAL	3,000.00	3,000.00	3,000.00
42 MEDICARE TAX			
Expenses	45,700.00	46,615.00	46,615.00
SUBTOTAL	45,700.00	46,615.00	46,615.00
TOTAL UNCLASSIFIED	745,931.00	803,276.00	803,276.00
GRAND TOTAL	13,412,581.00	13,937,012.00	13,930,861.00

ARTICLE 7: To see if the Town will vote to raise and appropriate the sum of EIGHT HUNDRED FIFTY-ONE THOUSAND SIX HUNDRED NINETY-SIX DOLLARS (\$851,696.00) for the use of the Water Department, said sum to be offset by FY 2015 Water Department Revenue; or take any other action relative thereto:

	<u>FY '14</u>	<u>FY '15</u>	<u>FINANCE BOARD RECOMMENDS</u>
Commissioners	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00
Superintendent	\$ 58,290.00	\$ 59,456.00	\$ 59,456.00
Office Manager	\$ 34,954.00	\$ 40,390.00	\$ 40,390.00
Laborers' Wages (3)	\$116,639.00	\$118,972.00	\$118,972.00
Part-Time Help	\$ 8,160.00	\$ 8,160.00	\$ 8,160.00
Overtime	\$ 27,800.00	\$ 20,034.00	\$ 20,034.00
Expenses	\$278,741.00	\$278,741.00	\$278,741.00
Health	\$ 47,900.00	\$ 49,337.00	\$ 49,337.00
Retirement Buy-out	\$ 7,200.00	\$ -0-	\$ -0-
Retirement	\$ 44,710.00	\$ 48,596.00	\$ 48,596.00
Emergency Funds	\$ 0.00	\$ 50,000.00	\$ 50,000.00
Bond Debt & Interest	<u>\$171,500.00</u>	<u>\$176,750.00</u>	<u>\$176,750.00</u>
TOTAL	\$797,154.00	\$851,696.00	\$851,696.00

Article submitted by Water & Sewer Commissioners

WATER/SEWER COMMISSIONERS RECOMMEND FAVORABLE/UNFAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Majority

ARTICLE 8: To see if the Town will vote to raise and appropriate the sum of FIVE HUNDRED TWENTY-SIX THOUSAND FIVE HUNDRED NINETY-EIGHT DOLLARS (\$526,598.00) for the use of the Sewer Department, said sum to be offset by FY 2015 Sewer Department Revenue; or take any other action relative thereto:

	<u>FY '14</u>	<u>FY '15</u>	<u>FINANCE BOARD RECOMMENDS</u>
Commissioners	\$ 540.00	\$ 540.00	\$ 540.00
Superintendent	\$ 24,942.00	\$ 25,441.00	\$ 25,441.00
Office Manager	\$ 14,996.00	\$ 17,310.00	\$ 17,310.00
Laborers' Wages (3)	\$ 49,988.00	\$ 50,988.00	\$ 50,988.00
Overtime	\$ 7,300.00	\$ 7,519.00	\$ 7,519.00
Expenses	\$ 66,600.00	\$ 66,600.00	\$ 66,600.00
Health	\$ 21,000.00	\$ 21,630.00	\$ 21,630.00
Retirement Buy-out	\$ 3,200.00	\$ -0-	\$ -0-
Retirement	\$ 19,200.00	\$ 20,827.00	\$ 20,827.00
Bond Debt & Interest	\$ 95,600.00	\$115,610.00	\$115,610.00
Emergency Funds	\$ 0.00	\$ 25,000.00	\$ 25,000.00
Haverhill Wastewater	\$140,000.00	\$140,000.00	\$140,000.00
Haverhill Capital Bond	\$ <u>35,200.00</u>	\$ <u>35,133.00</u>	\$ <u>35,133.00</u>
TOTAL	\$478,566.00	\$526,598.00	\$526,598.00

Article submitted by Water & Sewer Commissioners

WATER/SEWER COMMISSIONERS RECOMMEND FAVORABLE/UNFAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Majority

ARTICLE 9: 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, 2015. Fixing of salaries according to Articles #6 - #8 above. Article submitted by Finance Board

BOARD OF SELECTMEN RECOMMEND FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Majority

ARTICLE 10: To see if the Town will vote to raise and appropriate the sum of THIRTY-FIVE THOUSAND DOLLARS (\$35,000.00) for the purpose of repairing the Fire Department's Ladder Truck; or take any other action relative thereto.

Article Submitted by the Capital Improvement Committee

BOARD OF SELECTMEN RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Majority

ARTICLE 11: To see if the Town will vote to raise and appropriate the sum of THIRTY-SIX THOUSAND FOUR HUNDRED SEVENTY-TWO DOLLARS (\$36,472.00) for the purpose of purchasing replacement carbon cylinder air bottles; or take any other action relative thereto.

Article Submitted by the Capital Improvement Committee

BOARD OF SELECTMEN RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Unanimous

ARTICLE 12: To see if the Town will vote to raise and appropriate the sum of TWENTY-SIX THOUSAND THREE HUNDRED SIXTY-EIGHT DOLLARS (\$26,368.00) for the purpose of purchasing one Police Line Vehicle to replace retiring Police Line Vehicle; or take any other action relative thereto.

Article Submitted by the Capital Improvement Committee

BOARD OF SELECTMEN RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Majority

ARTICLE 13: To see if the Town will vote to raise and appropriate TWENTY THOUSAND DOLLARS (\$20,000.00) for the purpose of an Engineering Study of the water levels in the Johnson Creek Watershed area; or take any other action relative thereto.

Article Submitted by the Road Commissioner

BOARD OF SELECTMEN RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Unanimous

ARTICLE 14: To see if the Town will vote to reauthorize the Veasey Memorial Park Revolving Fund as established at the Special Town Meeting held December 2, 1996 and authorized by Chapter 44, Section 53E-½ of Massachusetts General Laws. The purpose of this fund is for the Conservation Commission to pay operating costs of Veasey Memorial Park. The Conservation Commission may expend from this account an amount not to exceed EIGHTY THOUSAND DOLLARS (\$80,000.00) for Fiscal 2015; or take any other action relative thereto.

The Conservation Commission shall give a report to the FY 2016 Annual Town Meeting detailing the total receipts and expenditures of this fund for Fiscal 2015.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Unanimous

ARTICLE : 15: To see if the Town will vote to amend the Town's Zoning Bylaw by adding a new Section 1600, **TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS**, that would provide as follows, and further to amend the Table of Contents to add Section 1600, "Temporary Moratorium on Medical Marijuana Treatment Centers:"

Section 1601. PURPOSE

1601.1. By vote at the State election on November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law provides that it is effective on January 1, 2013 and the State Department of Public Health is required to issue regulations regarding implementation within 120 days of the law's effective date. Currently under the Zoning Bylaw, a Medical Marijuana Treatment Center is not a permitted use in the Town of Groveland and any regulations promulgated by the State Department of Public Health are expected to provide guidance to the Town in regulating medical marijuana, including Medical Marijuana Treatment Centers. The regulation of medical marijuana raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Medical Marijuana Treatment Centers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of medical marijuana treatment centers and other uses related to the regulation of medical marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Medical Marijuana Treatment Centers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

Section 1602. DEFINITION

1602.1. "Medical Marijuana Treatment Center" shall mean a "not-for-profit entity, as defined by Massachusetts law only, registered by the Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers."

Section 1603. TEMPORARY MORATORIUM

1603.1. For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be in effect through June 30, 2014. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the Department of Public Health regulations Regarding Medical Marijuana Treatment Facilities and related uses, and shall consider adopting new Zoning Bylaws to address the impact and operation of Medical Marijuana Treatment Centers and related uses.

Or take any action relative thereto. Article submitted by Board of Selectmen

BOARD OF SELECTMEN RECOMMEND FAVORABLE/UNFAVORABLE ACTION

PLANNING BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 A 2/3 vote needed Favorable Action Majority

ARTICLE 16: To see if the Town will vote to reauthorize the Pines Recreation Boat Ramp Revolving Fund as established at Special Town Meeting held October 13, 1992 and authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. The purpose of this fund is to allow receipts received from the sale of Pines Boat Ramp and Mooring Permits to be expended without further appropriation for the purchase of floats, safety equipment, walk ramp, necessary hardware for installation, and maintenance and repair of Pines Boat Ramp. The Pines Recreation Development Committee may, upon approval of the Board of Selectmen, expend from this account an amount not to exceed FIVE THOUSAND DOLLARS (\$5,000.00) during Fiscal 2015; or take any other action relative thereto.

A representative of the Pines Recreation Development Committee shall give a report to the FY 2016 Annual Town Meeting detailing the total receipts and expenditures of this fund for Fiscal 2015. Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Unanimous

ARTICLE 17: To see if the Town will vote to reauthorize the Zoning Board of Appeals Revolving Fund as established at Annual Town Meeting held April 27, 2009 and authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. The purpose of this fund is to hold fees paid by the applicants and to be expended without further appropriation for the payments of advertising and associated clerical work relative to the applicant's application. The Zoning Board of Appeals may, upon approval of the Board of Selectmen, expend from this account an amount not to exceed FIVE THOUSAND DOLLARS (\$5,000.00) during Fiscal 2015; or take any other action relative thereto.

The Zoning Board of Appeals shall give a report to the FY 2016 Annual Town Meeting detailing the total receipts and expenditures of this fund for Fiscal 2015.

Article submitted by Finance Director.

BOARD OF SELECTMEN RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Unanimous

ARTICLE 18: To see if the Town will vote to reauthorize the Bagnall School Summer Program Revolving Fund as established at Annual Town Meeting held April 27, 2009 and authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. The purpose of this fund is to hold fees paid by the applicants and to be expended for salaries/wages and expenses of the Bagnall School Summer Program. The Bagnall School Summer Program may, upon approval of the Board of Selectmen, expend from this account an amount not to exceed ONE HUNDRED FIFTEEN THOUSAND DOLLARS (\$115,000.00) during Fiscal 2015; or take any other action relative thereto.

The Director of the Bagnall School Summer Program shall give a report to the FY 2016 Annual Town Meeting detailing the total receipts and expenditures of this fund for Fiscal 2015; or take any other action relative thereto. Article submitted by Finance Director.

BOARD OF SELECTMEN RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Majority

ARTICLE 19: To see if the Town will vote to appropriate or reserve from Community Preservation Fund Fiscal Year 2015 annual revenues the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects, and other expenses, with each item to be considered a separate appropriation:

PURPOSE	RECOMMENDED AMOUNT
Appropriations:	
Committee Administrative Expenses	\$ 20,000
Reserves:	
Open Space	\$ 50,000
Historic Resources	\$ 50,000
Community Housing	\$ 50,000

or take any other action relative thereto.

Article submitted by the Community Preservation Committee

Explanation: Groveland expects to realize approximately \$ 360,000 in Community Preservation Act (CPA) funds from real estate tax receipts (\$200,000) and matching funds from the state (\$160,000) in fiscal year 2015. The Community Preservation Act requires the Town to set aside 10% of funds collected for each of the following areas: open space, historic resources, and community housing. The above budget reserves these statutory minimums for each of the required three categories of expenditures, and appropriates the statutory maximum to be available for Community Preservation Committee expenses including appraisals, land surveys, postage, copying, and other administrative costs for the Fiscal Year ending June 30, 2014. Any unexpended administrative expenses will be returned to the general Undesignated Community Preservation fund. All funds realized above those reserved or appropriated will become general Undesignated CPA funds available for appropriation in Fiscal Year 2015, or to be carried over to Fiscal Year 2016.

BOARD OF SELECTMEN RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Unanimous

ARTICLE 20: To see if the Town will vote to appropriate a sum of up to ONE HUNDRED AND FIFTY THOUSAND DOLLARS (\$150,000.00) from the Community Preservation Fund General Reserve FY-2015 to be made available for the purpose of the development of a plan for the **Groveland Community Trail** to be managed by Mike Davis and the Groveland Open Space and Trails Committee under the CPA category of Open Space and be completed no later than June 30, 2017; or take any action relative thereto. Article submitted by Community Preservation Committee.

This project is being conducted to put a required plan in place to receive a MassDOT Transportation Improvement Plan grant for \$4-5 million to construct the Groveland Community Trail

BOARD OF SELECTMEN RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN: April 28, 2014 Favorable Action Unanimous as Amended

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 7th day of April in the year of our Lord two thousand fourteen.

Donald N. Greaney, Chairman

Joseph R. D'Amore, Selectman

Elizabeth A. Gorski, Selectman

A true copy, attest:

Anne Brodie, Town Clerk

Robert J. Kirmelewicz, 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.

Anne Brodie, Town Clerk

Robert J. Kirmelewicz, Police Chief

Special Town Meeting, April 28, 2014 Minutes

7:00 pm at the Dr. Elmer S. Bagnall School

Article 1: Submitted by the Finance Director, Board of Selectmen Recommend Favorable Action, Finance Board Recommend Favorable Action. A 2/3 vote was required and received. Unanimous

To see if the Town will vote to rescind part (ii) of Article 21 voted at the Annual Town Meeting on April 25, 2011 as the funds were not required to complete the project known as the green repairs to the Dr. Elmer Bagnall Elementary School; or take any other action relative thereto.

Amended: To see if the Town will rescind the vote in part (ii) of Article 21 voted at the Annual Town Meeting on April 25, 2011 as the funds were not required to complete the project know as the green repairs to the Dr. Elmer Bagnall Elementary School; or take any other action relative thereto.

Article 2: (To see if the Town will vote to amend Article 2 voted at the Annual Town Meeting on April 29, 2013 by reducing the available funds transferred to TWO HUNDRED THIRTEEN THOUSAND EIGHT HUNDRED SIXTY-SEVEN DOLLARS \$213,867.00 DUE TO A CHANGE IN THE FINAL State appropriation; or take any other action relative thereto.)

Amended wording to (To see if the Town will vote to amend the vote taken on Article 2 voted at the Annual Town Meeting on April 29, 2013 by reducing the available funds transferred to TWO HUNDRED THIRTEEN THOUSAND EIGHT HUNDRED SIXTY-SEVEN DOLLARS \$213,967.00 due to a change in the final State appropriation; or take any other action relative thereto.)

Submitted by the Finance Director, Board of Selectmen recommend Favorable Action, Finance Board recommends Favorable Action, as amended. Unanimous.

Article 3: Submitted by the Conservation Commission, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 4: Submitted by the Finance Director, Board of Selectmen recommend Favorable Action, Finance board recommends Favorable Action. Majority

Article 5: Submitted by the Conservation Commission, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 6: Submitted by Board of Selectmen, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. A 2/3 vote was required and received. Unanimous. Behind water department on Washington St.

Article 7: Submitted by Pentucket Regional School, Pentucket Regional School recommend Favorable Action, Board of Selectmen recommend Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 8: Submitted by Pentucket Regional School,, Board of Selectmen recommend Favorable Action,

Finance Board recommends Favorable Action. Majority

Article 9: Submitted by Pentucket Regional School, Pentucket Regional School recommend Favorable Action, Board of Selectmen recommend Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 10: Submitted by Pentucket Regional School, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Majority

Article 11: Submitted by Pentucket Regional School, Board of Selectmen recommend Favorable Action, Finance board recommends Favorable Action. Unanimous

Article 12: Submitted by Pentucket Regional School, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 13: Submitted by the Finance Director, Board of Selectmen recommend Favorable Action, Finance Board recommends Favorable Action, Capital Improvement Committee recommends Favorable Action. Unanimous

Article 14: Submitted by the Capital Improvement Committee, Board of Selectmen recommend Favorable Action, finance Board recommends Favorable Action. Capital Improvement Committee recommends Favorable Action. Unanimous

Article 15: Submitted by the Capital Improvement Committee, Board of Selectmen recommend Favorable Action, Finance Board recommends Favorable Action, Capital Improvement Committee recommends Favorable Action. Unanimous

Article 16: Submitted by the Finance Director, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 17: Submitted by the Water / Sewer Commissioners, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action.

To see if the Town will vote to transfer TWENTY FIVE THOUSAND DOLLARS (\$25,000) FROM THE Fiscal Year 2013 Water Enterprise Department Retained Earnings for the purpose of reimbursement of funds for Variable Frequency Drives (VFD), or take any other action relative thereto.

Amended: To see if the Town will vote to transfer TWENTY FIVE THOUSAND DOLLARS (\$25.00) FROM THE Fiscal Year 2013 Water Enterprise Department Retained Earnings to line item for Water expenses for the purpose of reimbursement of funds for Variable Frequency Drives (VFD), or take any other action relative thereto.

A Favorable Action for amended article. Unanimous

Article 18: Submitted by the Water/Sewer Commissioners, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action.

To see if the Town will vote to transfer ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) from Fiscal Year 2013 Sewer Enterprise Department Retained Earnings for the purpose of funding an Infiltration and In Flow Study along with associated improvements, or take any other action relative thereto.

Amended: To see if the Town will vote to transfer ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) from Fiscal Year 2013 Sewer Enterprise Department Retained Earnings to line item for Sewer expenses for the purpose of funding an Infiltration and In flow Study along with associated improvements; or take any other action relative thereto.

Favorable Action for amended article. Unanimous

Article 19: Submitted by Various Departments, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Special town Meeting ends at 8:09 PM

2014 Annual Town Meeting begins at 8:10 PM

Don Greaney is attending his last Town Meeting as a Selectman and is thanking all the Towns people for all their work.

Article 1: Submitted by the Board of Selectmen, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 2: Submitted by the board of Selectmen, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 3: Submitted by the Board of Selectmen, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 4: Submitted by Finance Director, Board of Selectmen recommend Favorable Action, Finance board recommends Favorable Action. Unanimous

Article 5: To see if the Town will vote to rescind its unused borrowing authority authorized by the affirmative vote of 2013 Annual Town Meeting Warrant Article 12, which authorized the Town to borrow THREE MILLION SIX HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$3,675,000.00) to acquire approximately 61 acres of land all contingent upon the voters of the town approving a debt exclusion ballot question, which ballot question was approved at the Annual election in May 2013: or take any other action relative thereto.

Amended: To see if the Town will vote to rescind, as of 11:59 pm June 30, 2014, its unused borrowing authority authorized by the affirmative vote of 2013 Annual town Meeting Warrant Article 12, which authorized the Town to borrow THREE MILLION SIX HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$3,675,000.00) to acquire approximately 61 acres of land all contingent upon the voters of the town approving a debt exclusion ballot question, which ballot question was approved at the Annual Election in May 2013; provided, however, that if a purchase and sales agreement has been signed by both the

Town and the seller, and certified and approved by Town Counsel, by 11:59 pm June 30, 2014, that this article shall not take effect, or take any other action relative thereto.

A Majority vote for Favorable Action.

Article 6: Budget. Majority vote for Favorable Action

Article 7: Submitted by Water/Sewer Commissioners, Water/Sewer Commissioners recommend Favorable Action, Board of Selectmen recommend Favorable Action, Finance Board recommends Favorable Action. Majority

Article 8: Submitted by Water/Sewer Commissioners, Water/Sewer Commissioners recommends Favorable Action, Board of Selectmen recommend Favorable Action, Finance Board recommends Favorable Action. Majority

Article 9: Submitted by Finance Board, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 10: Submitted by Capital Improvement Committee, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Majority

Article 11: Submitted by Capital Improvement Committee, Board of Selectmen recommend Favorable Action, Finance Board recommends Favorable Action, Unanimous

Article 12: Submitted by Capital Improvement Committee, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Majority

Article 13: Submitted by the Road Commissioner, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 14: Submitted by finance Director, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 15: Submitted by Board of Selectmen, Board of Selectmen recommend Favorable Action, Finance board recommends Favorable Action. 2/3 vote needed, majority

Article 16: Submitted by Finance director, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 17: Submitted by Finance director, Board of Selectmen recommends Favorable Action, finance Board recommends Favorable Action. Unanimous

Article 18: Submitted by the Finance Director, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Majority

Article 19: Board of Selectmen recommend Favorable Action, Finance Board recommends Favorable Action. Unanimous

Article 20: Submitted by Community Preservation committee, Board of Selectmen recommends Favorable Action, Finance Board recommends Favorable Action. Unanimous as amended.

To see if the Town will vote to appropriate a sum of up to ONE HUNDRED AND FIFTY THOUSAND DOLLARS (\$150,000.00) from the community Preservation Fund General Reserve FY-2015 to be made available for the purpose of the development of a plan for the GROVELAND COMMUNITY TRAIL to be managed by Mike Davis and the Groveland Open Space and Trails Committee under the CPA category of Open Space and be completed no later than June 30, 2017; or take any action relative thereto. Majority

Amended: To see if the Town will vote to appropriate a sum of up to ONE HUNDRED AND FIFTY THOUSAND DOLLARS (\$150,000.00) from the Community Preservation Fund General Reserve FY-2015 to be made available for the purpose of the development of a plan for the GROVELAND COMMUNITY TRAIL to be managed by Town of Groveland Finance Director and the Groveland open Space and Trails Committee under the CPA category of Open Space and be completed no later than June 30, 2017; or take any action relative thereto. Unanimous

Annual Town Meeting ended at 10:05 pm.

FY 2015 Fire Chief's Budget Request

	Requested in Warrant FY2015	Chief's Request for FY 2015	Difference
Fire Engineers Stipends	0	0	
Chiefs Salary	22,707	46,800	24,093
Clerks Salary	3,400	0	-3,400
FF Wages	95,507	87,013	-8,494
Inspector Wages	3,076	3,076	
Drill Wages	37,598	31,761	-5,837
Mass. Academy	5,250	5,250	
Expenses	75,031	68,669	-6,362
Total	242,569	242,569	0

Rationale

The Fire Chief's job, as detailed in the job description, combined with the requirements as set forth by the State Fire Marshal's office cannot be performed in 14 hours per week. In recognition of this, I have proposed to increase the weekly hours to 30 and fund the salary increase within the existing budget.

The opportunities within the existing budget are as follows:

- The elimination of the clerk's position is made possible through a technology upgrade, fire department software is available to automate the majority of the current functions performed by the clerk.
- A reduction in firefighter wages is possible with the elimination of my previous Deputy Chief position.
- Reducing the training budget to \$31,761, this line item is historically underspent and is easy to control with a training plan and schedule.
- A reduction in expenses is possible through better purchase decisions and inventory control.
- This budget as proposed is budget neutral, no increase in taxes.

My operational objective from the very beginning has been, "To improve the overall effectiveness of the Fire Department within the existing budget", this has not changed. This effectiveness comes from actively managing all aspects of the department, you will get more fire department for the same spend. This translates to a better return on your investment.

- This proposal does not cut any firefighter compensation.
- The Fire Chief's position has not been reevaluated in at least 20 years.
- The Groveland Chief's current salary is well below the market rate.
- The position duties and responsibilities outweigh what can effectively be accomplished in 14 hours per week.
- The Fire Department has the largest headcount in Town, (40) employees.
- There is no consideration for the chief's personal development.
- All other Department heads in town are full time.
- This position has full time responsibilities with part time wages

The Chief's job is focused on public safety, firefighter safety, fire prevention and public education. There are numerous activities that must be performed daily. From the job description, *"Makes frequent contact with other municipal fire departments, other town departments, the general public, utility companies, and regional and state officials; contacts are in person, in writing, and by telephone and require discussing complex administrative matters"*. These contacts occur every day of the week and require time to research and respond. The position is administrative in nature and requires operational and administrative continuity.

Approving this budget does not guarantee a salary increase. The selectmen maintain the authority to negotiate the salary up to the amount approved at town meeting.

Salary comparisons

Community	Population	Budget	Employees	Full-time Employee breakdown	Chief's Salary	Transporting Ambulance
Boxford	8,800	\$ 458,030.00	3 FT/ 51 On Call	Chief, 2 Lieutenants	95,270	No
Essex	3,500	\$ 281,000.00	45 On Call	None	7,200 + hourly	Yes
Georgetown	8,900	\$ 429,594.00	2 FT/ 34 on call	Chief, 2 FF's	61,500	Yes
Groveland	6,400	\$ 239,000.00	40 on call	None	18,928	No
Hamilton	8,200	\$ 697,000.00	4FT/ 20 On Call	Chief, 1 Lieutenant, 2 FF's	96,894	No
Manchester	5,200	\$ 1,250,000.00	13FT/ 16 On Call	Chief, 4 Officers, 8 Firefighters	107,625	Yes
Merrimac	6,338	\$ 508,000.00		Chief, 2 FT	80,444	Yes
Middleton	8,987	\$ 1,522,426.00	10FT/ 25 On Call	Chief, Captain, 3 LT's	109,986	Yes
Rockport	6,952	\$ 181,000.00	51 On Call	None		No
Rowely	6,100	\$ 446,153.00	3 FT/ 20 On Call	Chief, 2 FF's	80,592	No
Topsfield	6,234	\$ 600,000.00	4 FT/ 21 On Call	Chief, 2 Captains, 2 Firefighter	101,316	No
Wenham	4,100	\$ 659,000.00	3FT/ 30 on Call	Chief, 1 Captain, 1 Firefighter	92,000	No
West Newbury	4,149	\$ 311,695.00	30 on call	none	23,133	No

Job Description

FIRE CHIEF

Position Purpose:

The Chief of the Department performs a variety of technical, administrative and supervisory functions in planning, organizing, directing and implementing fire suppression and emergency medical services to prevent or minimize the loss of life and property by fire and emergency medical conditions. The Chief is responsible for coordinating and performing, when necessary, all inspections pertaining to code enforcement and all other related work as required. The Chief works within the Emergency Management System when such operations are enacted. The Chief serves in accordance with MGL Chapter 48, sections 42, 43 and 44.

Supervision:

The Chief works under the direction of the Board of Selectmen and in conformance with departmental regulations, applicable provisions of the Massachusetts General Laws and professional standards. Performs highly responsible functions of a complex nature requiring considerable initiative and judgment particularly in emergency situations which do not fall clearly within established practices or precedents with the ability to anticipate and react under extremely stressful situations. The Chief supervises a department of up to 40 on call Firefighters/EMT's and a part time administrative clerk.

Job Environment:

Firefighting and fire prevention work is performed under varying weather conditions, under conditions which may involve significant personal danger, and with exposure to fumes or toxic substances. Administrative work is performed during office hours at Central Fire Station. Monday evening from 6pm thru 9pm and fire department training on Tuesday evening from 7pm thru 9pm. On call at all times. All office hours will be posted at Town Hall. Operates some or all of the following equipment: emergency medical aid equipment, various power and hand tools, all fire apparatus, a radio, and all standard firefighting equipment. In the office, operates computer and standard office equipment such as telephone, copier, and fax. Makes frequent contact with other municipal fire departments, other town departments, the general public, utility companies, and regional and state officials; contacts are in person, in writing, and by telephone and require discussing complex administrative matters. Has access to extensive confidential information such as personnel records, criminal investigations and records, lawsuits, and personal information about citizens.

Errors could be costly and very serious in terms of decreased or less efficient protection to persons and property, confusion and delay, possible personal injury/death, and result in direct financial and legal repercussions.

Chief's Duties:

- Plans, coordinates, supervises and evaluates fire and EMS operations.
- Prepares and establishes policies and procedures for fire and EMS.
- Plans and implements fire and EMS programs for the Town relative to policies and goals set forth within local codes, ordinances and State Fire Codes.

- Reviews departmental performance and effectiveness.
- Evaluates and recommends the implementation of new technology.
- Modifies policies to alleviate deficiencies.
- Supervises and coordinates the preparation, presentation and spending of an annual budget for the Department.
- Prepares and reviews specifications for new and replacement equipment.
- Responds to alarms and directs activities at the scene of emergencies as required.
- Enforces local fire prevention ordinances and State Fire Code.
- Controls the expenditure of departmental appropriations.
- Develops and maintains a comprehensive training plan for all department personnel.
- Maintains Departmental discipline.
- Reports to the Finance Director on a regular basis regarding expenses incurred and general fiscal state of the Department.
- Evaluates the need and recommends for new or replacement equipment where indicated.
- Works with other public officials and boards regarding local projects.
- Attends conferences including Essex County Fire Chief's Association (ECFCA) and the Fire Chief's Association of Massachusetts (FCAM) meetings.
- Attends departmental meetings and training sessions.
- Must be available and/or reachable 24 hours/day, 365 days/year with the exception of vacation time and scheduled leaves of absence.
- Appoints the officers within the Department ranks.
- Must be trained at an advanced level and capable of operating the Department with the National Incident Management System (NIMS).
- Inspects and audits the KNOX security system.
- Update and reprogram department issued portable transceivers on an as needed basis of annually.
- Serves as the central point of contact for all communications to and from the Department.
- Electronic correspondence is acquired and reviewed on a daily basis.
- Establishes permission to issue burning permits during open burning season.
- All fire safety inspections are coordinated by the Fire Chief. Inspections are conducted by assigned personnel and the Chief of the Department.
- Reviews all building plans and occupancy permits submitted to the Fire Department for approval.
- Develops and maintains written operating policies and procedures for emergency and non-emergency operations.
- Serves as Forest Warden
- Prepares and updates all Fire Department capital improvement requests.

As such, I am respectfully requesting that the voters of the community and the BOS consider reallocating the monies within the fire department budget to allow the chief's position to be modified as proposed, in an effort to ensure the public safety of the community and the safety of the firefighters tasked with protecting the community

6/30/2013

Veasey Memorial Park FY 2013 Budget Report for Town Meeting

		<i>Budget</i> <i>FY 13</i>	<i>Actual</i> <i>Spent or Rec'd</i>	<i>Percent</i> <i>of Budget</i>
<u>Expenses</u>				
Utilities				
	Main Building			
	Heat (oil and gas)	\$10,000	\$8,891.26	88.91%
	Electricity	\$5,000	\$4,406.34	88.13%
	Internet	\$1,200	\$1,393.71	116.14%
	Water	\$600	\$897.64	149.61%
	Telephones	\$900	\$637.63	70.85%
	Outbuildings and grounds			
	Electricity	\$600	\$689.63	114.94%
	Water	\$600	\$436.91	72.82%
Maintenance				
	Heating Systems			
	Main Building	\$200	\$133.31	66.66%
	199 Washington			
	Good Shepherds Cottage	\$200	\$133.31	66.66%
	Other Systems	\$1,000	\$1,338.49	133.85%
	Septic Systems			
	Main Building	\$200	\$150.00	75.00%
	199 Washington	\$200	\$150.00	75.00%
	Good Shepherds Cottage	\$200	\$150.00	75.00%
Professional Services				
	Program Manager	\$18,400	\$16,560.00	90.00%
	Facilities and Grounds Manager	\$15,525	\$2,685.00	17.29%
	Housekeeping	\$3,000	\$12,237.00	407.90%
	Other (Bartending, police etc.)	\$1,000	\$198.00	19.80%
	Floor Cleaning			
	Cleaning Projects			
Supplies				
	Administrative	\$1,200	\$1,521.63	126.80%
	Housekeeping	\$1,200	\$755.51	62.96%
	Hospitality	\$400	\$139.41	34.85%
	Facilities	\$3,300	\$1,633.53	49.50%
Miscellaneous				
	Small Repairs	\$1,500	\$851.39	56.76%
Total		\$66,425	\$55,990	84.29%

6/30/2013


Veasey Memorial Park FY 2013 Budget Report for Town Meeting

		<i>Budget FY 14</i>	<i>Actual Spent or Rec'd</i>	<i>Percent of Budget</i>
Income				
Tenants				
	199 Washington St	\$ 13,800	\$13,800.00	
	Good Shepherd Cottage	\$ 12,600	\$12,600.00	
	Main Bldg Apartment	\$ 10,200	\$10,200.00	
	Lucile's Cottage	\$ 4,800	\$5,275.00	
	West office	\$ 600	\$550.00	
	Storage Rm	\$ 200	\$600.00	
	Subtotal	\$42,200	\$43,025	101.95%
Long Term Partners				
	NECC	\$ 2,000	\$2,150.00	
	NSAAC	\$ 100		
	VFW/Legion	\$ 700	\$1,400.00	
	Discovery/Visions	\$ 650		
	Pentucket AC			
	Grange			
	Subtotal	\$3,450	\$3,550	102.90%
	Single Use /Events	\$ 12,000	\$18,935.00	157.79%
Fundraising				
	Cultural Council	\$ 300	\$300.00	
	Wine and Art	\$ 3,000	\$3,089.53	
	Friends of Veasey			
	Spring Flea Market			
	Art in the Park		\$692.00	
	Donations		\$225.00	
	Subtotal	\$3,300	\$4,307	130.50%
Total		\$64,400	\$69,816.53	108.41%
Capitla Expenditures				
	Tenant properties			
	Event use			
	Exterior/Grounds			
	Total		\$13,574.81	

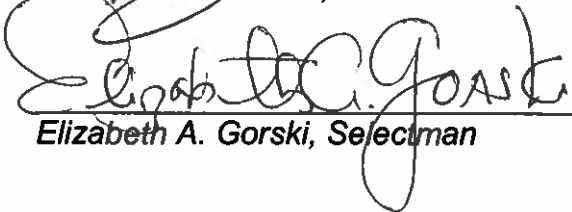
And you are directed to serve this Warrant by posting attested copies thereof in said Town, one copy in each of the three parts of Town known as Savaryville, the Village, and South Groveland, fourteen (14) days at least before the time of holding said meeting.

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.

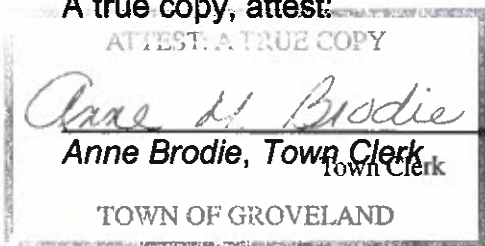
Given under our hands this 7th day of April in the year of our Lord two thousand fourteen.


Donald N. Greaney, Chairman


Joseph R. D'Amore, Selectman


Elizabeth A. Gorski, Selectman

A true copy, attest:




Robert J. Kirmelewicz, 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.


Anne Brodie, Town Clerk


Robert J. Kirmelewicz, Police Chief