

*Approved Minutes  
BOS meeting 5.10.2021  
Unanimous Vote*

BOARD OF SELECTMEN  
MEETING MINUTES  
Monday, April 26, 2021  
Groveland Town Hall Meeting Room  
183 Main St, Groveland, MA 01834

TOWN OF GROVELAND  
2021 JUL 14 PM 1:37

**Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place. This meeting of the Board of Selectmen will take place without any public present, but we will make every effort to ensure the public can adequately access the proceedings in real time.**

This meeting was broadcast live on Groveland Public Access, Channel 9, as well as through Zoom. To join the Zoom Meeting, visit: <https://us02web.zoom.us/j/9231328711>

Members of the public are asked to send written comments to [kworden@grovelandma.com](mailto:kworden@grovelandma.com) or submit questions through the Zoom chat window.

**Present:** Chair Wood, Selectmen O'Neil, Naves, Kastrinelis and Watson  
**Also Present:** Katheryn Worden, Administrative Coordinator

**CALL MEETING TO ORDER:** Chair Wood called the meeting to order at 5:43 pm.

**ANNOUNCEMENTS:**

The Board recognized and thanked Lynne Stanton, COA Director who is retiring this week; she has worked for many years for the town and was an advocate for Seniors.

The Board thanked Lt. Dwight McDonald, a Police Officer in Town for the past 32 years who is also retiring; he was a mentor for children in town and a caring community member.

There is a vaccination clinic in Amesbury that has openings for COVID shots. The information will be added to the website.

**PUBLIC COMMENT:** None

**APPROVE WARRANTS:**

PW # 21-43                      \$178,185.30

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve warrant PW # 21-43 in the amount of \$178,185.30. Voted: 5-0-0.

BW # 21-43                      \$513,123.38

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve warrant BW # 21-43 in the amount of \$513,123.38. Voted: 5-0-0.

**21-43 Bills Warrant Breakdown:**

Town:	\$ 76,553.98
W/S:	\$ 3,181.76
Payroll Withholding:	\$ 7,159.22
Health Insurance:	\$
Light Bills:	\$362,255.26
Grants & Revolving:	\$

Chapter 90:	\$
Pentucket Assessment:	\$
Whittier Assessment:	\$
Capital:	\$
Debt:	\$
Grants:	\$ 63,973.16
Wastewater Haverhill	\$

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#### **APPROVE MINUTES:**

- Approval of BOS minutes of March 29, 2021
- Approval of BOS minutes of April 5, 2021
- Approval of BOS minutes of April 15, 2021

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve the BOS minutes of March 29, 2021, April 5, 2021, and April 15, 2021. Voted: 5-0-0.

#### **APPOINTMENTS:**

- Appointment of Heather Karp of West Newbury to the position of Library Assistant for 18.5 hrs./wk. @ \$14.75 per hr.

Ms. Karp joined the meeting virtually to introduce herself.

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to appoint Heather Karp of West Newbury to the position of Library Assistant for 18.5 hrs./wk. @ \$14.75 per hr. Voted: 5-0-0.

#### **DISCUSSION & POSSIBLE VOTE:**

- Trash pickup at Atwood Estates and Billis Way Subdivisions  
Bill Ferracci joined the meeting and introduced himself as an Attorney representing residents that live at Atwood Estates and Billis Way Subdivisions and stated that he has been in contact with Rebecca Oldham. He is looking for information about trash pickup on Private Roads. Mr. Ferracci does not know of any law that prohibits trash pickup on Private Roads but is being told that it is against the law to pick up the trash and would like to know which statute prohibits this. The trash is not currently being picked up in front of the homes, but rather the residents have to bring it to another location to be picked up. Chair Wood responded that the Board will not be voting on this tonight and this has been the way the Town has handled this as long as he has been on the Board, but he is willing to look into this further. Chair Wood would like to see better communication between all parties involved. This will be discussed again on a future agenda as far as what can and cannot be done at the two developments.
- Local Holiday acceptance of Juneteenth  
Also known as Freedom Day, Jubilee Day, Liberation Day, and Emancipation Day and is a holiday celebrating the emancipation of those who had been enslaved in the United States. It occurs on June 19<sup>th</sup> each year and has been accepted by the State; the Town can vote to accept this as a paid holiday for Town employees. This will begin June 19, 2021.  
A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis that the Town of Groveland add Juneteenth, Independence Day to its list of paid holidays. Voted: 5-0-0.
- Powers and Sullivan Audit:  
This will be discussed at the next meeting. Selectman O'Neil asked where the audit report and the management letter are. Ms. Worden responded that the Town Accountant has a hard copy and an electronic copy of both books and will forward them to the Board.
- Fire Department Overrun:  
Selectman Kastrinelis explained that she reviewed information from last year and looked at the current variance report, the department is already 80% through the budget as of April 8<sup>th</sup> and she is concerned that this might run over; adjustments can be made in May. Chief Valentine had previously informed the Board that there was enough money in the budget. Selectman Watson recommended bringing the Fire

Chief in to discuss and Chair Wood recommended also bringing the Finance Committee in as well in case there needs to be any discussion regarding using reserve funds.

- Council on Aging hiring committee:

Selectman Watson and Selectman Naves volunteered to be on the Committee. A member of the COA Board and Police Chief Gillan will also be on the Committee. The process should begin in early May.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve Selectman Watson and Selectman Naves as two members of the BOS to be placed on the

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Council on Aging hiring committee. Voted: 3-0-2. Selectman Naves and Watson abstained.

- Town Meeting items:

Selectman Kastrinelis discovered a mistake on the total education budget which effects the total at the bottom; this can be corrected on the Town Meeting floor. Mike Dempsey emailed that he would like the Conservation Agent to be called the Environmental Program Coordinator; also the Omnibus does not state where the money is coming from for this position.

- Consulting Treasurer/Collector Contract

This is not available tonight but will be emailed.

- Phone System decommission/transfer to VOIP:

Ms. Worden is waiting for more information but did not receive it in time for this meeting, so the IT Consultant explained that Verizon designated certain towns in Massachusetts that have multiple methods for phone service through Comcast and Verizon; they were allowed by the Federal Communications to slate these towns to dismantle and disconnect anyone on a copper line. The Town has until June 1<sup>st</sup>, but municipalities are allowed to ask for an extension; it is also advised to put residents on notice. Chair Wood will reach out to Senator Tarr the state representatives.

- Re-cabling of system server:

The IT Consultant was present and addressed the Board and discussed moving the server from the administrative office to a more secure location in the utility closet with limited access. This is not being done for any new service and Cable money would be utilized. Preliminary quotes are \$7,500 to move this on a non-weekend day; there would be an additional fee of \$3,000 to do this on off hours; this is leaving equipment on the wall in the current location. Rewiring everything would remove it from the current location and the cost would be \$19,700. Downtime would be about 8 ½ hours. Chair Wood asked about the cost for shatter proof windows and was told \$3,000 - \$4,000. Chair Wood asked if a closet could be built around the equipment versus moving this and was told that putting in the shatter proof glass would be more cost effective. There is a lot to be considered and hopefully in the next 2-4 weeks a decision can be made.

It is also being recommended to update to Office 365 and an immediate need has been identified as cyber security training for employees at an approximate cost of \$35.00 per employee; they are the first line of defense against cyber-attacks. A PC life cycle plan would also be a good idea.

- Trash Collection Contract:

The documents came in late today and board members did not have time to review. There is a revised offer. This may require a special meeting to discuss this. The Board spent time discussing garbage removal at the parks; Board members did not wish to add additional work to the Highway Department. Selectman O'Neil asked for Ms. Worden to look in the computer and find the RFP that was used the last time the Town went out to bid. The Board will review this at the next meeting; Waste Management may be invited back.

#### **OLD BUSINESS:**

Selectman Kastrinelis asked about the dedication of the snack shack and Selectman O'Neil responded this is complicated and he will provide an update to Selectman Kastrinelis on this.

**VOTES OF THE BOARD:** None.

**FINANCE DIRECTOR'S TIME:**

Selectman Kastrinelis read the following statement regarding an Executive Session that the BOS conducted today, April 26<sup>th</sup> at approximately 5:12 pm.

In Executive Session this evening the BOS reached an agreement with Interim Finance Director Kevin Paicos that effective immediately and through to May 31, 2021, Kevin Paicos will serve as a paid consultant to the Town of Groveland.

**SELECTMEN'S TIME & REPORTS:**

**Chair Wood:** This is his last meeting, and he thanked the Town for the privilege of serving six years on this Board; he noted the difficult year and felt this Board really stepped up and he appreciated all the hard work.

**Selectman O'Neil:** The High School Building Committee met last Tuesday, and everything is on budget and on schedule and some items have been added back in due to the success. Thanked Chair Wood for his six years of selfless dedication to the residents of this Town; his experience will be missed.

**Selectman Kastrinelis:** Thanked Chair Wood for the incredible job he did as Chair this past year.

**Selectman Watson:** Asked if Chair Wood would entertain a write-in vote; Chair Wood indicated if that were what the voters would like, he might consider it.

**Selectman Naves:** Thanked Chair Wood for his six years of service on the Board and asked Chair Wood to introduce him to Senator Tarr.

**OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:**

Selectman O'Neil: the High School would like to put a bull pen at the Pines in the baseball field at their own cost.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to approve the request of the Pentucket High School Baseball Team to construct a bull pen at the Pines Facility on the third base left field line. Voted: 5-0-0.

Selectman O'Neil: Due to COVID, Girls Softball approached Selectman O'Neil and noted the bleachers are problematic to social distancing and would like to move the bleachers down the lines to the telephone poles at the corners to keep the players socially distanced.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil that it is okay for the Girls Softball Team to move the bleachers. Voted: 5-0-0.

**CORRESPONDENCE:**

- Resignation from Lt Dwight McDonald of Groveland PD effective 7/31/2021

**ADJOURNMENT:**

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to adjourn the meeting at 8:10 pm. Voted: 5-0-0.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, May 10, 2021.

*Respectfully submitted,*

*Katherine T. Ingram*