

BOARD OF SELECTMEN
MEETING MINUTES
April 8, 2019 6:30 pm
Central Fire Station Meeting Room
181 Main St, Groveland, MA 01834

TOWN OF GROVELAND

2019 JUN -4 PM 12: 58

TOWN CLERK
RECEIVED/POSTED

ATTENDANCE: Chair Bill O'Neil and Selectmen Ed Watson and Michael Wood
ABSENT: Selectman William Dunn
ALSO PRESENT: Finance Director, Denise Dembkoski

CALL MEETING TO ORDER: The Chair called the meeting to order at 6:30 pm. Chair O'Neil explained that this meeting location was changed due to the other meeting room being booked.

APPROVE WARRANTS:

BW # 19-40 \$ 3,475.08

A motion was moved by Selectman O'Neil and seconded by Selectman Wood to approve BW #19-40.
Voted 3-0-0.

DISCUSSION & POSSIBLE VOTE:

- Finalize and Vote the FY2020 Budget
- Ms. Dembkoski explained that the budget before the BOS tonight is basically the same document that was reviewed last Monday except for an increase in the column with the Finance Directors recommendation to include the COA and BOH requests, the budget is balanced with those increases if the BOS chooses to accept the changes. There will still be a slight surplus of \$16,586.00. Most of what was requested by departments was able to be incorporated in the budget.

The BOS reviewed the budget by Department and decided to accept and vote on the entire budget at the end.

Moderator: \$100;

No discussion.

Board of Selectmen: \$75,250

There is money reflected in the budget to hire a new part-time Administrative Assistant. This may be discussed at a later date.

Finance Department:

Postage rates went up and the office expense line due to online payment fees, public officials' bonds and paper and bill stock. The Town picks up the cost for people to use their checking account and the consumer pays the fee for credit cards.

Town Accountant:

Salary for the Town Accountant is based upon the specific number of hours worked during the year.

Board of Assessors:

The only change is for software and licenses.

Town Counsel:

No changes.

Technology:

Licenses increased due to some additional coverage. There is money included for maintenance.

Town Clerk: \$69,205 11.9% decrease.

Poll workers election expenses are down due to less elections. Expenses and supplies are increased due to a new Town Clerk this year. Selectman Wood abstained from comment.

Conservation:

Expenses and part time agent come from fees.

Planning:

The Assessment has changed.

ZBA:

There wasn't a budget submitted. This is level funded.

Municipal Buildings:

Utilities and the copier lease and supplies have increased. Chair O'Neil wondered if they should be increasing the R and M line. Selectman Watson asked about the supply increase line; Ms. Dembkoski explained the costs have gone up and the demand has increased.

Insurance:

These are mostly known figures.

Police Department: \$1,493,006

Much of the increase in salaries is contractual. There is an additional full-time officer included and everything else is pretty much level funded. Chair O'Neil is in full support of adding the full-time officer.

Chair O'Neil wondered about the fuel line across the budget as nationally gas prices are increasing, and he proposed increasing each fuel line item in the budget by \$500.00 since there is a \$16,586 surplus. There are four fuel budget lines. Selectman Watson suggested that the Managers know what the expenses are going to be and would rather go along with what the requests currently are.

Parking Clerk: \$100

No Discussion.

Fire Department: \$353,809

The Inspectors Salary was doubled. The proposal was to pay per inspection and the number of inspections have increased. The Fire Chief Salary was updated to reflect what the BOS requested. Fire Academy is expected to have three people attend next year. Chair O'Neil stated that drill wages have gone down 20%. Ms. Dembkoski responded that this should be a discussion with the new Fire Chief. Training will still be taking place. EMS Certification under the salary line; this is a new line item due to the Town paying for the EMT's re-certification which they are required to pay a re-certification fee every two years. Increase in medical supplies are due to costs of supplies and they expire so they have to be replaced. There will hopefully be a cost savings with the more efficient vehicles.

Building Department: \$83,185

No discussion.

Emergency Management: \$4,146

The Director's stipend has increased 2%.

Education:

The Whittier Assessment went down.

Tree Warden: \$25,000

Increased \$20,000 due to the tremendous need for tree work around town.

Highway: \$812,363

Increases to salaries are contractual. Selectman Watson asked about adding another week day at the compost pile; perhaps on a trial basis for 4 extra hours. The BOS asked Ms. Dembkoski to look into increasing the hours, she will check with Renny Carroll. There is an additional \$25,000 for snow and ice. There is a new fuel line which was covered under another line item previously.

Rubbish Collection: \$544,090

Contract expense breakdown from trash and recycling:

\$25,808 per month for trash collection; Total is \$309,696 per year.

Per ton trash is \$78.67 and based on past two years the estimated tonnage is 2,300 for a total cost of \$180,941.

The Recycling cost estimate is \$3,500 per month for a total cost of \$42,000.

Selectman Watson would like an estimate of what it would cost to pick up leaves in town on one day during the fall.

Cemetery Expenses: \$79,150

Much of the 6.6% increase is due to going from a Manager to a Superintendent and there is some overtime built into this. Equipment and maintenance and expenses are up slightly.

Human Resources:

No Discussion.

Board of Health: \$60,855.

This includes two additional hours per week for the Health Agent and the part-time clerk.

Selectman Watson felt the request was justified and not unreasonable.

Council on Aging: \$134,006.

Directors, Outreach and Program Coordinator salary increases.

Veterans: \$45,345

Based upon the number of veterans and the benefits they receive. There is a slight increase due to no longer sharing the Veterans Agent with Haverhill.

Library: \$265,780

Due to change in minimum wage some increases in salaries.

Debt Services: \$394,765.

No discussion.

Unclassified: \$717,542

No discussion.

A motion was moved by Selectman Watson and seconded by Selectman Wood to approve the FY 2020 Budget in the amount of \$17,420,072.

Selectman Wood would like to vote on everything except for the Town Clerk budget.

The motion was amended to vote to approve the entire budget for FY 2020 with the exception of \$69,205 for the Town Clerk budget. Voted 3-0-0.

A motion was moved by Selectman Watson and seconded by Chair O'Neil to approve the Town Clerk Budget for FY 2020 in the amount of \$69,205. Voted 2-0-1. Selectman Wood abstained.

- Finalize and Vote the 2019 Annual and Special Town Meeting Warrants

The BOS reviewed the Warrants.

- A motion was moved by Selectman Wood and seconded by Selectman Watson for favorable action on Article one on the Special Town Meeting. Voted 3-0-0.
- A motion was moved by Selectman Wood and seconded by Selectman Watson to recommend Articles One and Two for the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Wood and seconded by Selectman to recommend Article Three for the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Watson and seconded by Selectman Wood to recommend Article Four for the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Watson and seconded by Selectman Wood to recommend Articles Five and Six for the ATM Warrant. Voted 3-0-0.

Article 7: Changing Town Clerk to an appointed position from an elected position. Selectman Watson thinks the Towns people should be able to elect their Town Clerk and is voting against this. Chair O'Neil that such a vital, important position should be accountable and should answer to the BOS.

- A motion was moved by Selectman O'Neil to recommend Article Seven for the ATM Warrant. Absent a second the motion fails, and the BOS agreed to make a recommendation on Town Meeting Floor.
- A motion was moved by Selectman Wood and seconded by Selectman Watson to recommend Article Eight for the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Wood and seconded by Selectman Watson to recommend Article Nine for the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Wood and seconded by Selectman Watson to recommend Article Ten for the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Watson and seconded by Selectman Wood to recommend Article Eleven for the ATM Warrant. Voted 3-0-0.

Article 12: This was previously on a Town Meeting Warrant as a Citizens Petition. The BOS agreed that hearings should take place before voting on this.

- A motion was moved by Selectman Watson and seconded by Selectman Wood to not recommend and remove Article Twelve on the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Wood and seconded by Selectman Watson to recommend Article Thirteen for the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Watson and seconded by Selectman Wood to recommend Article Fourteen through Article Twenty-One minus Article Twenty for the ATM Warrant. Voted 3-0-0.

Article 20: Chair O'Neil does not have a problem if this is a gift. This is for passive recreation. The BOS agreed to make a recommendation on this on the Town Meeting Floor.

- A motion was moved by Selectman Wood and seconded by Selectman Watson to recommend Article Twenty-Two for the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Wood and seconded by Selectman Watson to recommend Article Twenty-Three for the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Wood and seconded by Selectman Watson to recommend Article Twenty-Four for the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Watson and seconded by Selectman Wood to recommend Article Twenty-Five and Twenty-Six for the ATM Warrant. Voted 3-0-0.
- A motion was moved by Selectman Wood and seconded by Selectman Watson to recommend Article Twenty-Seven with an increase to the Pines Line from \$30,000-\$50,000 for the ATM Warrant. Voted 3-0-0.

Article 28: This is a Citizens Petition and cannot be removed.

- A motion was moved by Selectman Watson to recommend Article Twenty-Eight (Citizens Petition) for the ATM Warrant. Absent a second the motion fails.
- A motion was moved by Selectman O'Neil and seconded by Selectman Wood to recommend unfavorable action on Article 28. Voted 2-1-0. Selectman Watson voted against the motion as he supports the Article.
- A motion was moved by Selectman Wood and seconded by Selectman Watson to recommend Article Twenty-Nine – Thirty-Six for the ATM Warrant. Voted 3-0-0.

Article 37: The BOS discussed the request for a 3% salary increase for the Water Superintendent and Office Manager. Selectman Watson feels they should be held to the 2% like everyone else he is basing this on performance and noted some recent items. Selectman Watson recommends 3% for the Office Manager.

- A motion was moved by Selectman Watson and seconded by Selectman Wood to hold the Superintendent to a 2% raise and the Office Manager as requested. Voted 2-0-1. Selectman O'Neil abstained.

A motion was moved by Selectman Wood and seconded by Selectman Watson to recommend Article Thirty-Seven and Thirty-Eight with a reduction in the Superintendents Salary from a 3% to a 2% increase for the ATM Warrant. Voted 3-0-0.

Article 39 has already been voted. It is for the total budget.

- A motion was moved by Selectman Watson and seconded by Selectman Wood to recommend Article Forty for the ATM Warrant. Voted 3-0-0.

Article 41: Town Election Warrant. Ms. Dembkoski read the Warrant.

- A motion was moved by Selectman Watson and seconded by Selectman Wood to approve the Town Election Warrant. Voted 3-0-0.

The BOS signed the Warrants for the STM, ATM and the ATE. The Finance Committee is meeting Wednesday night, and this will go to Town Counsel for review and Ms. Dembkoski will get this posted.

ADJOURNMENT:

A motion was moved by Selectman Wood and seconded by Selectman Watson to adjourn the meeting at 8:45 pm. Voted 3-0-0

The next regularly scheduled meeting of the Board of Selectmen will be Tuesday, April 16, 2019 at 6:30 P.M.
Respectfully submitted,

Katherine T. Ingram

Documents presented at this meeting:

FY 2020 Budget
Proposed 2019 Annual and Special Town Meeting Warrant(s)
Annual Town Election Warrant

**** Approved on May 28, 2019 by a vote of 4-0-1, with Selectman Kastrinelis abstaining ****