

Minutes approved BOS Vote
unanimously on 9/13/21

**BOARD OF SELECTMEN
MEETING MINUTES
Monday, August 16, 2021
Groveland Town Hall Meeting Room
183 Main St, Groveland, MA 01834**

TOWN OF GROVELAND

2021 SEP 21 PM 12:21
RECEIVED/POSTED

This meeting was in-person and also broadcast live on Groveland Public Access, Channel 9, as well as through Zoom.

Members of the public were asked to send written comments to kworden@grovelandma.com or submit questions through the Zoom chat window.

PRESENT: Chair Edward Watson, Selectmen Kathleen Kastrinelis, Jason Naves, Dan MacDonald.
Selectman Bill O'Neil arrived at 6:20 pm.
Kathryn Worden, Administrative Coordinator.

CALL MEETING TO ORDER: Chair Watson called the meeting to order at 5:30 pm.

PUBLIC COMMENT: None.

APPROVE WARRANTS:

22-07PW \$240,349.55

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve Warrant # 22-07PW in the amount of \$240,349.55. Voted: 4-0-0. One Absent.

Selectman Kastrinelis again asked for the information from the last meeting regarding charges against the Town Administrator line item.

22-07BW \$366,719.58

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve Warrant # 22-07BW in the amount of \$366,719.58. Voted: 4-0-0. One Absent.

22-07 Bills Warrant Breakdown:

Town:	\$101,920.28
W/S:	\$ 26,851.22
Payroll Withholding:	\$ 6,396.28
Health Insurance:	\$
Light Bills:	\$209,043.08
Grants & Revolving:	\$ 22,508.72
Chapter 90:	\$
Pentucket Assessment:	\$
Whittier Assessment:	\$
Capital:	\$
Debt:	\$
Grants:	\$
Wastewater Haverhill	\$

APPROVAL OF MINUTES:

- Approval of BOS meeting minutes of July 27, 2021
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to approve the BOS Meeting Minutes of July 27, 2021. Voted: 4-0-0. One Absent.
- Approval of BOS meeting minutes of August 2, 2021
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to approve the BOS Meeting Minutes of August 2, 2021. Voted: 4-0-0. One Absent.

APPOINTMENTS:

- Appointment of Kathleen Hashem to the Public Health Nurse position effective 7/29/21 for \$35/hour up to 6 hours a week. No Action Taken. The BOH appoints this position.
- Appointment of Annie Schindler for the Environmental Program Coordinator effective 8/23/21 for \$42,000 annually.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to appoint Annie Schindler as the Environmental Program Coordinator effective 8/23/21 for \$42,000 annually. Voted: 3-0-1. MacDonald voted against. One Absent.

Selectman MacDonald asked if this was a new position. Mike Dempsey was present and addressed the Board and explained that this was an expansion of the Conservation Commission Agent. The BOS would like a review the total costs in six months.

- Appointment of Danielle Burrill of Haverhill to the Groveland Police Department as a Fulltime Officer for a probationary position effective 8/27/21-6/30/22.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to appoint Danielle Burrill of Haverhill to the Groveland Police Department as a Fulltime Officer for a probationary period effective 8/27/21-6/30/22. Voted: 4-0-0. One Absent.

Selectman MacDonald asked if this was a new position and Chair Watson explained that this replaced one of two vacancies caused by retirements.

DISCUSSION & POSSIBLE VOTE:

- Town Administrator Search Committee comments and requests.

Chair Watson read correspondence in the BOS packet regarding money that the BOS previously approved for the TA search consultant.

- COA Van

Rebecca Oldham was present and addressed the Board and explained that work is being done to go out to bid for the COA Van. The BOS will have to sign off to allow Rebecca to advertise the bid on CommBuys on behalf of the Town.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to appoint Rebecca Oldham as the Temporary Procurement Agent to go out to bid for a COA Van and to authorize Rebecca Oldham to utilize COMMBUYS to put out the bid for the COA Van and to authorize Chairman Watson to sign such paperwork as necessary to keep the process moving.

Voted: 4-0-0. One Absent.

The BOS discussed adding the current van as a possible trade-in option. This policy will be reviewed under Items Not Reasonably Anticipated.

- COA tent location:

Renny Carroll joined the meeting via Zoom and reviewed the proposed sight. It is not feasible due to gas, water and electric in the way. Renny offered an alternate location that would take a few parking spots from the Library, but it does not appear this would disrupt handicap parking spots. Selectman Kastrinelis would like to hear from the COA and Library about using a different location. Renny noted this information has been shared with the COA Director.

A motion was moved Selectman MacDonald and seconded by Selectman Watson to install the tent in the parking lot where designated. Voted: 3-1-1.

- 46 Washington Street Maintenance Walk thru

Selectman Naves reported that a walk thru on August 9th showed that there are still things that have to be removed by the Water Dept. It is recommended to have a remote temperature monitor and keep the furnace running at a moderate temperature during the colder months; the water is already shut off in the building. Selectman MacDonald asked what the plans are for this building to which Selectman Kastrinelis provided some background on previous discussions; Community Preservation funds could be considered to improve the building.

- Bagnall School Challenges and request for help
Jim Day, Principal, Bagnall School joined the meeting via Zoom and explained concerns with the Bagnall School. There was flooding in a classroom causing the classroom to be shut down and items to be relocated. Selectman Kastrinelis asked about insurance, would like a tour and asked about using any available Cares Act funding for a storage container.
- Discussion regarding email from Attorney Levinson dated 8/11/2021
Selectman Kastrinelis would like clarification from Town Council about what Attorney Levinson is referring to and what Town Council would like to do about this.
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to table this until clarification can be received by Town Council. Voted: 5-0-0.
- Approval process for employees reaching weekly hours
Chair Watson explained that this came up at the last meeting for the Town Treasurer and Administrative Coordinator. Chair Watson has been approving the additional hours for the Administrative Coordinator.
- Article to the State House for Finance Director Repeal Discussion
No action, nothing has been returned. Selectman O'Neil will follow up with this.
- Waste Management contract Discussion
Selectman O'Neil noted that he wished he had more data from 2017 and 2018 to see a bigger picture. Selectman Kastrinelis shared information that the BOS had previously reviewed to save money. Several other towns were looked at and the cost per ton is higher, curbside pickup is high everywhere. Selectman Kastrinelis recommended picking a future date to inform the public and ask for their input that there will be a reduction in the number of barrels to avoid a deficit in the trash budget. The BOS will review the information Selectman Kastrinelis shared and discuss this at a future meeting.
- Zero Waste Bags
No additional information.
- Monday night hours discussion
Chair Watson explained that Monday night hours were stopped when the Town Hall closed due to the pandemic. Selectman MacDonald suggested starting them up again after Labor Day and felt Town Hall should be open to serve people that cannot come during the daytime office hours. Selectman O'Neil stated when the BOS meetings go back to 6:30 he would like to see Town Hall opened again on Monday nights. Selectman Kastrinelis wanted to wait until school reopens. This will be discussed at the meeting after Labor Day.
- Closing the Treasurer's office for 1 hour during the day
This suggestion was made at a previous meeting. Kathryn Worden noted that this was already voted on.
- ESSR school District funds
Selectmen Kastrinelis and Naves attended a meeting. Selectman Naves noted that the \$250,000 in ESSR funds is no longer available to the Town which leaves the Town \$140,000 short in what was submitted and approved in the budget. The School Committee is meeting tomorrow night and the BOS will invite them to the next meeting.
- Select a representative for the Merrimack Valley Planning Commission and an alternate
The question appears to be to keep the current representative or suggest another one. There is no action necessary from the BOS at this time.
- Police Union Contract
According to Selectman O'Neil this came back in the last few days. The terms are a one-year contract, 2% increase and an increase in detail pay from \$55.00 to \$60.00 per hour and everything else stayed exactly the same.
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to accept the Collective Bargaining Agreement between the Town of Groveland and the MA COP Local 420 Patrol Officers. Voted: 5-0-0.
Selectman MacDonald noted a typo in the contract and will review the rest to make sure everything is in order.

OLD BUSINESS:

Selectman Kastrinelis: The other two unions are looking to set a date to meet. Still working with Selectman MacDonald on the Treasurer Position and will hopefully have something to report soon.

SELECTMENS TIME:

Selectman O'Neil: Discussed two fires that happened at the High School, there will not be any additional costs associated with this and corrective actions have been implemented; this did not push back the time table significantly, but the time table is affected. The company CEO is willing to come before this Board to answer questions about this situation. Received an email from the Town of West Newbury regarding a Sea Brook Preparedness Evacuation Plan that included several towns but not Groveland and would like to know why. Selectman Kastrinelis explained it is a regulated decision and has to do with mileage from the nuclear plant.

Selectman Kastrinelis: Asked if the Board would consider recognizing the work of employees that worked through the pandemic.

ITEMS NOT REASONABLY ANTICIPATED:

A motion was moved by Selectman MacDonald and seconded by Selectman Naves to amend the policy to allow trade ins on equipment that would be permissible on a case-by-case basis after review by the BOS. Voted: 4-1-0. Kastrinelis abstained.

CORRESPONDENCE:

Email from Joe D'Amore regarding TA Search committee

Email from Bill Hewig regarding Special BOS meeting of 8/10/2021

ADJOURNMENT:

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to adjourn the meeting at 8:05 pm. Voted: 5-0-0.

The next regularly scheduled meeting of the Board of Selectmen will be **Monday, August 30, 2021.**

Respectfully submitted,

Katherine T. Ingram