

Minutes approved BOS Vote
unanimously on 9/13/21

**BOARD OF SELECTMEN
MEETING MINUTES
Monday, August 30, 2021
Groveland Town Hall Meeting Room
183 Main St, Groveland, MA 01834**

TOWN OF GROVELAND

2021 SEP 21 PM 12:21

This meeting was in-person and also be 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 were asked to send written comments to kworden@grovelandma.com or submit questions through the Zoom chat window.

PRESENT: Chair Ed Watson, Selectmen Dan MacDonald, Jason Naves, Kathleen Kastrinelis, Bill O'Neil.
Kathryn Worden, Administrative Coordinator

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

PUBLIC COMMENT: None.

APPROVE WARRANTS:

22-09PW \$182,386.68

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve Warrant # 22-09PW in the amount of \$182,386.68. Voted: 5-0-0.

Selectman Kastrinelis asked why the Administrative Coordinator hours were paid at 37 hours, and this was not contracted and wondered where the money was coming from to pay this, because it was not in the budget. Chair Watson stated he was notified regarding this and responded the Town Accountant will have to weigh in on where the money will come from. Chair Watson further explained that the computer system went down, and Kathryn stayed until midnight while the IT Company was in the building alone. Selectman Kastrinelis stated this was not fair to others and felt the hours need to be standardized. Selectman Kastrinelis and Chair Watson discussed an agenda item to review this, but it is not included on this on the agenda. Selectman Kastrinelis would like to bring this up under old business. Chair Watson stated he misunderstood what Selectman Kastrinelis was referring to.

22-09BW \$1,457,953.79

A motion was moved by Selectman Naves and seconded by Selectman MacDonald to approve Warrant # 22-09PW in the amount of \$1,457,953.79. Voted: 5-0-0.

22-09 Bills Warrant Breakdown:

| | |
|-----------------------|----------------|
| Town: | \$ 86,549.73 |
| W/S: | \$ 15,920.40 |
| Payroll Withholding: | \$ 58,968.14 |
| Health Insurance: | \$ |
| Light Bills: | \$ 266,379.44 |
| Grants & Revolving: | \$ |
| Chapter 90: | \$ |
| Pentucket Assessment: | \$1,017,752.33 |
| Whittier Assessment: | \$ |
| Capital: | \$ |
| Debt: | \$ |
| Grants: | \$ 12,383.75 |
| Wastewater Haverhill | \$ |

APPROVAL OF MINUTES: None.

APPOINTMENTS: None.

DISCUSSION & POSSIBLE VOTE:

- Town Administrator Search Committee comments and requests:
Chair Watson reviewed correspondence from the TA Search Committee. The Search Committee has finished their work and have selected three candidates to send to the BOS for consideration. The Search Committee did not rate the candidates and it is recommended that the BOS engage with the Consultant to facilitate the interviews. The Board discussed the interview process and what date to hold the interviews. The Board agreed to tentatively meet with the consultant at 6:00 pm and start interviews at 6:15 pm on September 21, 2021. The Consultant will ask each candidate questions for 25 minutes and 5 minutes will be allowed for each BOS member for follow up questions.
Janet Nolan, TA Search Committee was present and addressed the Board and explained the interview process that the Search Committee went through with the consultant and the candidates.
- Covid Vaccination Tracking:
Selectman Kastrinelis noted according to the State website, Groveland has a vaccination rate of 63% as of August 19th. If a school district can show an 80% vaccination rate, the school district may be able to stop wearing masks. Selectman Kastrinelis would like to post the vaccination rate with an 80% goal on the bulletin board.
- 46 Washington Street Maintenance and Johnson Pond water level missing “door”
Mike Dempsey, Community Preservation was present and addressed the Board. The missing “stops” were removed ten years ago (estimate) and they can be replaced but it is not recommended being done right now. There is a support beam and a temperature monitor needed that can be purchased with allocated CPC funds.
- 46 Washington Street Historical designation
According to Mike Dempsey the building is historic but will require a feasibility study to determine if it is useful to the Town of Groveland.
- Bagnall School Challenges
Chair Watson noted an email from Jim Day, Principal Bagnall School. The email discusses the issues and some solutions. Selectmen Kastrinelis and Naves met with Jim Day and went on a tour of the school and Selectman Kastrinelis noted that rooms are fully used right now.
- Article to the State House for Finance Director Repeal Discussion
Selectman O’Neil reported that he has reached out and has not heard anything back.
A motion was moved by Selectman O’Neil and seconded by Selectman Kastrinelis to table this until next time. Voted: 5-0-0.
- Waste Management contract Discussion
Selectman Kastrinelis looked at the recycling percentage and noted Groveland is below other communities. Diverting trash to recycling saves the town money. Retail outlets can be used to sell the overflow bags which will not involve anyone from Town Hall selling the bags. Some towns do keep some bags to sell. The implementation date will have to be January 1st at this point. Selectman MacDonald felt this was too “radical”. Selectman Kastrinelis suggested trying this and if it doesn’t work, it can be revisited.
A motion was moved by Selectman Kastrinelis and seconded by Selectman to reduce the barrels to two 32-gallon barrels or one 64-gallon barrel effective January 1, 2021, execute an agreement with the Waste Zero Company for the overflow bags and do a public education campaign to get the information out to residents. Voted: 4-1-0. MacDonald voted against.

- ESSR school District funds

Chair Watson noted that the School Committee members were invited but did not attend. In order to set the Tax Rate, a Special Town Meeting (perhaps in the beginning of November) will need to be scheduled to move the funds from stabilization to cover the deficit. Selectman Kastrinelis reported there is an appeal process and is willing to follow up.

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to have Selectman Kastrinelis continue her work with the School Board and to follow up on an appeal process.

Voted: 5-0-0.

- Pumpkin Festival Discussion

The Board discussed this briefly and agreed to let plans continue.

- Approval of Pines Speedway Permit

This is an annual event.

A motion was moved by Selectman MacDonald and seconded by Selectman Naves to approve the Pines Speedway Permit for October 1, 2021. Voted: 5-0-0.

- Approval of Tapped Beer Trucks Private Event One Day Liquor license at Veasy park on September 18, 2021

Mike Dempsey addressed the Board, this is a private event and the people supplying the truck applied for the license versus the people holding the event.

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve the One Day Liquor license at Veasy Park on September 18, 2021, from 4:00 pm – 7:00 pm for Tapped Beer Trucks. Voted: 5-0-0.

- Appointment of an Interim Procurement Agent

Selectman Kastrinelis felt this position should be filled in the absence of a Town Administrator and recommended appointing Rebecca Oldham as the Interim Procurement Agent and sending a notice to all Town Departments.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to appoint Rebecca Oldham as the Interim Procurement Agent and send a notice to all Town Departments.

Voted: 5-0-0.

- Scarecrow Event for the Bagnall PTO for the month of October on the Elm Park Lawn

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve the Scarecrow Event for the Bagnall PTO for the month of October on the Elm Park Lawn.

Voted: 4-0-1. O'Neil abstained.

OLD BUSINESS:

- Subcommittee finding for the Administrative Coordinator

Selectman Naves and Selectman MacDonald have met with Kathryn and will be meeting again. Some of the "petty" things are being removed but until a TA is hired, someone needs to be able to work on these functions. Selectman Naves recommended extending the stipend. Selectman O'Neil explained that this job started 12-14 hours per week, then was changed to 19 hours a week which was increased to 25 hours a week at the ATM and the additional hours beyond 25 hours are also being paid and asked when does this end. Selectman Kastrinelis wants to either pay for the hours worked or pay a stipend not both and explained that if the original job description is being changed the job has to be advertised again. Selectman Kastrinelis asked where the money to pay the stipend would come from and the Chair moved the motion. Selectman Kastrinelis asked for this to be an agenda item for the next meeting.

A motion was moved by Selectman MacDonald and seconded by Selectman Naves to extend the stipend for the Administrative Coordinator for 30 more days. Voted: 3-0-2. Kastrinelis and O'Neil voted against.

- Highway union Contract

Selectmen Kastrinelis and Naves are waiting for a meeting.

- **Water & Sewer Contract**
Selectmen Kastrinelis and Naves are waiting for a meeting.
- **PD Contract:**
Selectman O'Neil has reached out to the union representative to have the typos corrected and has heard nothing back.
- **Treasurer Collector search**
Selectmen Kastrinelis and MacDonald met with a candidate and the candidate will meet with the staff in the department. No decisions have been made yet. This will be on the agenda for the next meeting.
- **COA Van update**
There is no update at this time.
- **Town Hall Hours:**
Select Board Office Hours: Selectman Kastrinelis suggested 9-2 Monday – Thursday and 9-noon on Fridays with two flexible hours. On the weeks there is a SB meeting, the hours will be 3-8. This will be posted on the door and the website. Kathryn Worden asked if she could submit a schedule that will work with her schedule.

A motion was moved by Selectman MacDonald and seconded by Selectman Naves to table this discussion until the next meeting. Voted: 3-0-2. O'Neil and Kastrinelis voted against.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to have the Town Hall open Fridays from 8-12. Voted: 5-0-0.

Selectman Naves recommended notifying the employees.

SELECTMENS TIME:

Selectman Naves: Merrimack Valley Strong has a new program to help small businesses recover from the challenges of COVID 19. Information is on the website.

Selectman Kastrinelis: gave a shout out to the School Committee that professionally handled a 45-minute public input period to allow parents to comment on masking.

Selectman MacDonald: kids went back to school today and asked people to be respectful of each person's position on the masking issue.

Selectman O'Neil: Asked why the agenda packet cannot be sent out at a reasonable time to have time to prepare and review them. Chair Watson defended the reason for this being delayed. The hard copy was available at town hall and Selectman O'Neil felt it was the duty of the Chair of the Board to share that information. Selectman O'Neil stated that he hears a lot of excuses but no action to correct the problems and noted perhaps the Board needs to be reorganized. Selectman Kastrinelis checked the box on Saturday morning and there was no hard copy. Selectman MacDonald wondered why the packet didn't go out at the same time the meeting was posted (48 hours – per Open Meeting Laws). Selectman O'Neil noted that he had residents asking if there was a meeting scheduled because they could not find it on the website. Chair Watson shared an email from Selectman O'Neil to a constituent who asked about the meeting packet. Chair Watson will be following up with State Ethics and the Town Attorney regarding the “disgusting” email. Selectman Kastrinelis stated that she also sent an email to Chair Watson to try to correct issues with not receiving the packets in a timely manner and noted the agenda was in a different location on the website then everyone is familiar with. Selectman MacDonald noted that there is always going to be technology glitches and without technology the agenda has to be available in more than one location but agreed this needs to be sent out as soon as possible.

ITEMS NOT REASONABLY ANTICIPATED:

Chair Watson noted the Veterans Services Agent is requesting a town computer, he has been using his home computer. According to Kathryn Worden, the cost is about \$700. Selectman Kastrinelis asked if there is another computer that can be used. Selectman MacDonald offered his laptop.

CORRESPONDENCE:

- Resignation of Rebecca Oldham from the TA Search Committee Effective 8/19/2021
- Letter regarding Pentucket Budget dated 8/18/2021
- Email from Joe D'Amore of the Town Administrator Search Committee dated 8/25/2021

ADJOURNMENT:

A motion was moved by Selectman Kastrinelis and seconded by Selectman MacDonald to adjourn the meeting at 8:38 pm.

The next regularly scheduled meeting of the Board of Selectmen will be **Monday, September 13, 2021.**

Respectfully submitted,

Katherine T. Ingram

