

*Approved Minutes
BOS meeting 3.15.2021
Unanimous Vote*

BOARD OF SELECTMEN
MEETING MINUTES
Tuesday, February 16, 2021
Groveland Town Hall Meeting Room
183 Main St, Groveland, MA 01834

TOWN OF GROVELAND
2021 JUL 14 PM 2:36

Chair Wood read the notice: 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 or submit questions through the Zoom chat window.

PRESENT: Chair Wood, Selectmen Naves, Watson, Kastrinelis (participated remotely), O'Neil.
ALSO PRESENT: Kevin Paicos, Interim Finance Director.

CALL MEETING TO ORDER: Chair Wood called the meeting to order at 5:32 pm.

EXECUTIVE SESSION: Chair Wood read the following:

Pursuant to M.G.L. Chapter 39, §23B (3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel. (Votes may be taken)

Pursuant to G.L. c. 30A, § 21(a)(7) "[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements" ("Purpose 7"), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g).

Roll Call Vote to enter Executive Session: Watson; Yes, O'Neil; Yes, Naves; Yes, Kastrinelis; Yes, Wood; Yes.

RETURN TO OPEN SESSION: Chair Wood called the Open Session back to order at 6:00 pm.

PUBLIC COMMENT: None.

APPROVE WARRANTS:

PW # 21-33 \$167,052.07

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve PW # 21-33 in the amount of \$167,052.07.

Roll Call Vote: Watson; Yes, O'Neil; Yes, Naves; Yes, Kastrinelis; Yes, Wood; Yes.

BW # 21-33 \$1,282,371.00

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve BW # 21-33 in the amount of \$1,282,371.00.

Roll Call Vote: Watson; Yes, O'Neil; Yes, Naves; Yes, Kastrinelis; Yes, Wood; Yes.

21-33 Bills Warrant Breakdown:

Town:	\$ 106,253.39
W/S:	\$ 12,993.79
Payroll Withholding:	\$ 32,919.85

Health Insurance:	\$
Light Bills:	\$ 47,181.46
Grants & Revolving:	\$
Chapter 90:	\$
Pentucket Assessment:	\$ 920,855.41
Whittier Assessment:	\$
Capital:	\$
Debt:	\$
Grants:	\$122,355.20
Wastewater:	\$ 39,811.90

RELEASE EXECUTIVE SESSION MINUTES:

- Release of Minutes from Executive Session Meeting: June 24, 2020
- Release of Minutes from Executive Session Meeting: August 7, 2020
Selectman Watson was not on the meeting but noted the meeting minutes reflect a mistake in the time the meeting closed, and this will need to be adjusted.
- Release of Minutes from Executive Session Meeting: August 24, 2020
- Release of Minutes from Executive Session Meeting: August 27, 2020
- Release of Minutes from Executive Session Meeting: August 31, 2020
- Release of Minutes from Executive Session Meeting: September 28, 2020
- Release of Minutes from Executive Session Meeting: October 13, 2020
- Release of Minutes from Executive Session Meeting: October 22, 2020
Selectman O'Neil was listed as being at the meeting, but his name was left off the roll call vote and this will need to be adjusted.
- Release of Minutes from Executive Session Meeting: October 28, 2020
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to release the minutes from June 24, 2020, August 24, 2020, August 27, 2020, August 31, 2020, September 28, 2020, October 13, 2020, and October 28, 2020.
Roll Call Vote: Watson; Yes, O'Neil; Yes, Naves; Yes, Kastrinelis; Yes, Wood; Yes.

APPROVE MINUTES:

- Approval of Minutes from BOS Meeting January 4, 2021
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to approve the Minutes from the BOS Meeting on January 4, 2021.
Roll call vote: Watson; Yes, O'Neil; Yes, Wood; Yes, Naves; Yes, Kastrinelis; Yes.
- Approval of Minutes from BOS Meeting January 19, 2021
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to approve the Minutes from the BOS Meeting on January 19, 2021.
Roll call vote: Watson; Yes, O'Neil; Yes, Wood; Yes, Naves; Yes. Kastrinelis; Abstained.
- Approval of Minutes from BOS Meeting February 1, 2021
A motion was moved by Selectman O'Neil and seconded by Selectman Watson to approve the Minutes from the BOS Meeting on February 1, 2021.
Roll call vote: Watson; Yes, O'Neil; Yes, Wood; Yes, Kastrinelis; Yes. Naves; Abstained.

APPOINTMENTS:

- None.

DISCUSSION & POSSIBLE VOTE:

- COVID Discussion – numbers are decreasing. The Board of Health was not present. Selectman Kastrinelis would like to talk about the reopening plan for the Town Offices at a future BOS Meeting
- Budget Discussion:
Chair wood asked if the Board had specific questions regarding departmental budget requests.

Selectman Naves had two items: 1. Town Clerk, request for an Assistant. 2. Police Department; Mr. Paicos reported that the law appears to be changing regarding Reserve Officers and the Police Chief moved the money to overtime - the money is already in the budget he was merely trying to accurately reflect the needs of the Department.

Selectman Kastrinelis: In the interest of transparency would like Rebecca Oldham to come in to explain the new combined department budget. She would like to see the grant funded fire department positions and Mr. Paicos reported that he is already working on something to share with the Board along with proposed Stabilization Accounts. Mr. Paicos recommended the Board review the budget book because most of the details are in there.

Selectman O'Neil: Noted that he loved the spreadsheet that Mr. Paicos provided, and he will be taking a deeper look into it, but he was concerned with the increase in year over year as well as with the snow and ice budget.

Selectman Watson asked about the Town Audit and if the postage budget will be sufficient given the rates are going up again.

Chair Wood asked about Town Counsel being reduced by \$5,000 and wanted to know what has been spent so far this year. Mr. Paicos reported that the BOS would receive a budget report soon on all expenditures to date. Chair Wood also asked about the Board of Health \$10,000 increase for a new Director. Mr. Paicos recommended having the BOH come in to explain the increase.

Chair Wood suggested finishing the review of the budget book and discussing at the March 1st meeting and decide then which departments to bring to the March 15th meeting and at the March 29th meeting finalize the budget numbers.

- Summer Recreation Program Summer schedule (Matthew Castonguay, Director):

Matt did not join the Zoom meeting so there was no discussion.

A motion was moved by Selectman O'Neil and seconded by Selectman Naves to table the discussion until the next meeting.

Roll call vote: Watson; Yes, O'Neil; Yes, Wood; Yes, Naves; Yes, Kastrinelis; Yes.

- Town Meeting Planning Discussion:

Selectman Kastrinelis asked if the Board would consider an outdoor Town Meeting like other towns have been doing; this would require also setting a rain date. Mr. Paicos noted that Town Meeting is currently scheduled for April 26th and encouraged the Board to consider their options which could include pushing it back to May. Selectman O'Neil felt there was enough room to safely distance inside using separate rooms. Selectman Watson was okay with holding it outside perhaps on a Saturday and Selectman Naves agreed. Chair Wood was open to the possibility of an outdoor Town Meeting. Selectman Kastrinelis noted that pushing the meeting back to May would allow time for more people to get vaccinated. Audio will need to be addressed and a plan with costs for any rental equipment will need to be determined prior to committing to holding the event outdoors.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves for an exploratory plan to move the Town Meeting to Saturday, May 22nd to be held outdoors.

Roll call vote: Watson; Yes, O'Neil; Yes, Wood; Yes, Naves; Yes, Kastrinelis; Yes.

Selectman Kastrinelis asked if the Board should vote on a date to close the Town Meeting Warrant. Mr. Paicos responded that the Board has to take a vote to close the Warrant and that likely occurs 6-7 weeks prior to the meeting; this will notify the public that no further "Citizen Petitions" will be accepted at that point. The Board will discuss this at the next meeting in early March. So far Town Clerk, BOH, the Fire Department and the new Economic Development are going to be scheduled to come in.

- Salem Street Underground Fuel Storage Request

Mr. Paicos explained that the town does not have a policy in place for this and no one remembers how this was done previously so he consulted with the Fire Chief who recommended that unless the BOS has objections having the BOS approve this and then the Fire Chief will do a more detailed review before issuing the certificates. Selectman Watson asked if Conservation and the Planning Board had to weigh in on this. Mr. Paicos responded that he has seen the following typically weigh in on these requests: Fire Chief, Building Inspector, Planning Board, Board of Health, Conservation.

Stephen David, Attorney for the applicant joined the meeting via Zoom and noted that his client already has a building permit and an Order of Conditions as work is already taking place and this was already reviewed by the Planning Board and the Conservation Commission. This site will contain two 15,000-gallon tanks. Chair Wood asked if there was a conflict of interest because the owner is an On-Call Fireman. Mr. Paicos, noted there is a conflict for the firefighter, not the town and Attorney David was encouraged to talk to his client and advise him to contact the Massachusetts Ethics Division.

Rebecca Oldham, Planning Director, noted her research found that there is a process for this under the law that includes a Public Hearing and she verified that the site has been thoroughly reviewed by the Planning Board and the Conservation Commission.

A motion was moved by Selectman Naves and seconded by Selectman Watson to approve the license dependent on the response of the Ethics Commission that the employee will seek and review of the Fire Chief and if a Public Hearing is needed, one will be held.

Roll call vote: Watson; Yes, O'Neil; Yes, Wood; Yes, Naves; Yes, Kastrinelis; Yes.

Selectman Kastrinelis asked whether a Public Hearing has to be held before or after this vote and Mr. Paicos noted the responsibility of finding that out falls to the applicant, but he will follow up with Town Counsel on this and Attorney David agreed to follow up with this tomorrow morning.

OLD BUSINESS:

- Admin Coordinator Hours – no discussion.

VOTES OF THE BOARD:

- Contract Negotiations with Teamsters Union Local 170 – Mr. Paicos noted the BOS did not have the agreement so there was nothing to vote on tonight.

FINANCE DIRECTOR'S TIME:

Mr. Paicos reported that the department annual reports have been coming in and the deadline is this Friday. Clean up will be done and will be sent out to the printer by the beginning of March and ready before Town Meeting. Unless the Board had a different direction one hundred copies will be printed. The BOS will need to submit a report as well. Mr. Paicos will be starting to work on the Annual Town Meeting Warrant. Mr. Paicos encouraged the Board to review the Essex North Shore Regional Vocational School budget memo because this lays out how we pay the bill.

SELECTMEN'S TIME & REPORTS:

Selectman Kastrinelis: gave a shout out to the Highway Department who has been doing a great job during the recent storms especially the clearing of the sidewalks.

Selectman Naves: would like the Board to look at the role of the Administrative Coordinator. Mr. Paicos is willing to put together a survey to send out to other similar size communities.

Selectman O'Neil: the High School Building Committee met last week, and construction is 30% complete and on schedule. There have been a lot of requests for the Pines and Selectman O'Neil has been working on scheduling priorities. Many parents have been reaching out to the BOS regarding the School Committee and he shares the same concerns but reminded everyone that the BOS is powerless to persuade or effect policy of the School Committee because they are an elected body. Asked how the hiring of the Treasurer/Collector is going and Mr. Paicos reminded him that the Board asked him to hold off on the ad. Lastly, noted the lengthy email that was received this weekend and talked about how previously all personnel concerns went through the BOS Chair and asked if that could be resurrected. Selectman Watson would like to see this as an agenda item to discuss.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:

1. **Essex Assessments:** Mr. Paicos reported that the Pentucket Regional school is able to maintain funds that they can roll over year to year. The preliminary numbers were received, and Newbury does very well under the new formula and Merrimack and Groveland do not do very well; this has to do with the

Governor's budget and distribution to regional schools. In order to mitigate the School is offering to use reserve money to help out Groveland and Merrimack. Mr. Paicos urged the Board to pass the motion.

A motion was moved by Selectman O'Neil and seconded by Selectman Naves to allow the Pentucket Regional School District to use a portion of its ESSER II Grant allocation to lower the FY22 assessments as allowed in the Governors House One Budget language.

Roll call vote: Watson; Yes, O'Neil; Yes, Wood; Yes, Naves; Yes, Kastrinelis; Yes.

2. Creating a benefit eligible position for Conservation:

Mr. Paicos reported that the Conservation Agent resigned several months ago, and a part-time position was posted and there were only two applicants. Interviews were conducted by Rebecca Oldham, Mr. Paicos and Mike Dempsey and one candidate was selected (this person lives out of state). The Conservation Commission also interviewed the candidate, and the potential arose to offer a full-time position using 100% fee money to fund the position.; the person selected would be an Administrator at Veasey Park, paid for by receipts and the part-time Conservation Agent paid by Wetland Revolving Funds. The fringe benefits would come from the General Budget, specifically health insurance and FICA. Mr. Paicos asked if the BOS is amenable to this should we hire the person interviewed or re-advertise a full-time benefitted position to get a better pool of candidates. Mike Dempsey joined the meeting via Zoom and stated that the Conservation Commission is excited to have a full-time person to cover the needs of the Department. Chair Wood was not opposed to this but was reluctant to move forward because this was advertised as a part-time position and felt it should be re-advertised. Selectman Watson would like to see this re-advertised for full-time and see if there is a better pool of candidates and Selectman O'Neil agreed. Selectman Naves was concerned about finding anyone qualified and losing this potential candidate. Mike Dempsey talked with Rebecca Oldham and they discussed hiring the person part-time and see if it works out and make this full-time come July 1st. Selectman Kastrinelis felt this department has been consistently underfunded and felt re-posting this for another week or two would satisfy the posting requirement and continue talking to the candidate. Mr. Paicos did not feel a re-posting was necessary as long as Mike Dempsey and Rebecca Oldham agreed. Ms. Oldham felt the candidate is qualified but felt it was unfair to not post the position as full-time with benefits. Mr. Paicos suggested first resolving whether or not the BOS felt this should be full-time. Selectman Watson would like to see a recommendation from the Finance Board and Mr. Paicos responded that they will take this up at an upcoming meeting.

A motion was moved by Selectman Naves and seconded by Selectman Watson to allow Mike Dempsey to hire the Conservation Agent full-time with benefits.

Roll call vote: Watson; Yes, Naves; Yes, Kastrinelis; Yes. O'Neil; No, Wood; No.

CORRESPONDENCE:

- Xfinity Form 500 for YE2020 Customer Video Services
- Mass DOT Environmental Notification
- Proposed Subdivision - 106 King Street
- Correspondence from the Town Government Study Committee for:
 - FD to a TA Finance
 - Recommendation from the Interim Finance Director
 -

ADJOURNMENT:

A motion was moved by Selectman O'Neil and seconded by Selectman Naves to adjourn the meeting at 8:29 pm.

Roll call vote: Watson; Yes, O'Neil; Yes, Wood; Yes, Naves; Yes, Kastrinelis; Yes.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, March 1, 2021.

Respectfully submitted,

Katherine T. Ingram