

*Approved Minutes
BOS meeting 8.2.2021
Unanimous Vote*

**BOARD OF SELECTMEN
MEETING MINUTES
Monday, February 1, 2021
Groveland Town Hall Meeting Room
183 Main St, Groveland, MA 01834**

TOWN OF GROVELAND
2021 AUG -4 PM 12:13
TOWN CLERK
RECEIVED/POSTED

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 Watson, O'Neil and Kastrinelis. All members participated via Zoom except Selectman Naves who joined at approximately 6:35 pm via phone.

ALSO PRESENT: Kevin Paicos, Interim Finance Director. Participated via Zoom.

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

PUBLIC COMMENT:

- Joe Damore – Town Government Study Committee:
Joe Damore joined the meeting and noted that the draft document is nearly complete. The committee has been talking with Department Heads and Interim Finance Director, Kevin Paicos. The Study Committee will be meeting again on February 16th and will hopefully finalize the document and Mr. Damore is hoping to deliver a formal presentation during the first BOS meeting in March. The Committee looked at two approaches: 1. Special Act or 2. Local Bylaw. A Bylaw approach will transfer on an interim basis the Finance Director duties to a Town Administrator; this is what the Committee is hoping to do first and at some point, in the future pursue a Special Act which will then terminate the position of Finance Director and implement a Town Administrator; this provides an opportunity to work out any issues. Mr. Damore reviewed what the role of the TA would be.
Chair Wood noted that there would be no discussion tonight this was for information purposes only.

APPROVE WARRANTS:

PW # 21-31 \$180,286.44

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve warrant # PW # 21-31 in the amount of \$180,286.44.

Roll Call Vote: Kastrinelis; yes, Watson; yes, Wood; yes. Due to technical difficulties O'Neil abstain.

BW # 21-31 \$668,198.57

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve warrant # BW # 21-31 in the amount of \$668,198.57.

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

21-27 Bills Warrant Breakdown:

Town: \$ 225,333.86

W/S: \$ 14,172.54

Payroll Withholding:	\$ 45,314.68
Health Insurance:	\$
Light Bills:	\$ 362,430.56
Grants & Revolving:	\$
Chapter 90:	\$
Pentucket Assessment:	\$
Whittier Assessment:	\$
Capital:	\$
Debt:	\$
Grants:	\$ 220,946.93

APPROVE MINUTES:

- Approval of Minutes from BOS Meeting October 19, 2020
A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to approve the Minutes from BOS Meeting October 19, 2020.
Roll Call Vote: Kastrinelis; yes, Watson; yes, Wood; yes, O'Neil; yes.
- RE-Approval of Minutes from BOS Meeting December 21, 2020 amending Tax rate from \$15.72 to \$14.72
A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to amend the Minutes from BOS Meeting December 21, 2020 amending Tax rate from \$15.72 to \$14.72.
Roll Call Vote: Kastrinelis; yes, Watson; yes, Wood; yes. Selectman O'Neil had technology difficulty.
- Approval of Executive Session minutes of January 4, 2020
A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to approve the Executive Session minutes of January 4, 2020.
Roll Call Vote: Kastrinelis; yes, Watson; yes, Wood; yes, O'Neil; yes.

APPOINTMENTS:

- Rebecca Oldham, Town Planner to the Director of the Economic Development, Planning & Conservation department.
Selectman Kastrinelis asked for Town Counsel to review this; Mr. Paicos noted that Town Counsel has already reviewed this and there was a letter from him at the last meeting. Selectman Kastrinelis had not received the letter.
A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to appoint Rebecca Oldham, Town Planner to the Director of the Economic Development, Planning & Conservation department.
Roll Call Vote: Kastrinelis; yes, Watson; yes, Wood; yes, O'Neil; yes.

DISCUSSION & POSSIBLE VOTE:

- COVID Discussion
Deborah Kader-Hull joined the meeting and reported there are 46 active cases. A meeting occurred this weekend to discuss the Vaccine Clinic Consortium and she just received an email that Groveland has been approved and would be granted access. Received a grant from DPH in the amount of \$3,414.95 towards COVID 19 extra hours. Mr. Paicos suggested the grant money be used for Lori's extra hours and save the balance for additional expenses that may come up with the clinics. Ms. Kader-Hull will forward the resignation letter from the Public Health Nurse; the position has been posted. Selectman Kastrinelis thanked Claire Walsh for her work and asked about setting up a call center to assist people who are trying to sign up for vaccination appointments. Selectman O'Neil asked how the information on the Consortium would be shared with residents; Chair Wood suggested putting this on the website and doing a reverse 911 call looking for volunteers and as we get further information, we will continue to update the information. Mr. Paicos noted that we are talking about a lot of things that are not yet organized but there are people working on plans and a lot more direction will be coming. Mr. Paicos

asked who would supply the information for the website; a press release is in the works and will be shared with Mr. Paicos. The vaccine is free but there is an administration fee involved.

- ~~Public Health Nurse Hiring Plan~~

- Budget Discussion

The budget request was sent to the Board by Mr. Paicos. Selectman Kastrinelis noted that the Omnibus spreadsheet was not received and reminded Mr. Paicos that there is a correction needed on the cover sheet; Mr. Paicos responded that he is still waiting for the information from Essex Tech and Whittier to come in and will update with approximate figures once he has that information. Selectman Watson noted the elimination of ClearGov software to save \$14,000 and thought it was a good way to go. Chair Wood suggested board members review the information. Mr. Paicos suggested that board members send him an email regarding questions, and he will create a list of concerns and work with Chair Wood to coordinate department heads being available for deeper discussions with the BOS.

- Fire Dept FEMA Grant for \$7,226.00 for COVID relief equipment and PPE

Robert Valentine, Fire Chief joined the meeting and explained the grant. Selectman Kastrinelis asked if wearing PPE equipment would continue since his department has been vaccinated; Chief Valentine responded yes. Selectman O'Neil asked what the money would be used for and Chief Valentine ran down the list of items. Selectman Watson congratulated Chief Valentine for securing this grant.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to allow Chief Valentine to move forward with the FEMA Grant for \$7,226.00 for COVID relief equipment and PPE.

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

JASON NAVES JOINED THE MEETING VIA PHONE AT 6:35 PM.

VOTES OF THE BOARD:

- Affordable housing resale notice for 35 Groveland Commons Way

Rebecca Oldham joined the meeting and explained that this is an opportunity for the town to buy the property we do not have the First Right of Refusal. This is not being recommended.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to not purchase 35 Groveland Commons Way and to not exercise our right under the 30-day rule.

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

FINANCE DIRECTOR'S TIME:

Mr. Paicos reported: The Capital Budget should be finalized tomorrow; he met with Department Heads today. The Operating Budget Summary Message was emailed to the Board this weekend; this includes budgetary highlights. The continuation of the CARES ACT that Congress passed in December had a provision that allowed businesses and government to extend the 80 hours of COVID paid leave time for employees that have to be out of work due to COVID exposure between Jan. 1 and April 1; this provision originally expired Dec.31st, but employers can continue this for three months. The Board will have to vote to extend this and it was recommended they do so.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to extend the 80 hours of COVID related sick pay as authorized by Federal legislation extended until March 31, 2021.

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

SELECTMEN'S TIME & REPORTS:

Selectman Kastrinelis: 1. Make Town Hall more accessible; assess employees comfort level and offer appointments for residents to come in. Mr. Paicos reminded the Board of their vote to restrict access to the Town Hall. 2. Post the hours for the Administrative Coordinator so the public knows when someone will be in the office; Mr. Paicos agreed to do this but again cautioned that Kathryn is restricted to 19 hours and we do not want to tie up her time with phones; her hours are flexible so that she can be in the office when needed. Chair Wood felt that email and voicemail has been working. This will be an agenda item for next time.

Chair Wood: noted that Town Hall will be closed tomorrow due to the snowstorm.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:

- Authorizing CHAPA for all 40B developments

This was recommended by Rebecca Oldham.

A motion was moved by Selectman Watson and seconded by Selectman O'Neil to authorize CHAPA for all 40B developments.

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

CORRESPONDENCE:

- Resignation of James Scanlon from the Finance Board Effective: 1/20/2021.

ADJOURNMENT:

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to adjourn the meeting at 7:12 pm.

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

The next regularly scheduled meeting of the Board of Selectmen will be Monday, February 15, 2021.

Respectfully submitted,

Katherine T. Ingram