

Approved Minutes  
BOS meeting 8.2.2021  
Unanimous Vote

**BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, January 19, 2021  
Groveland Fire Station 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](mailto:kworden@grovelandma.com) or submit questions through the Zoom chat window.

**PRESENT:** Chair Wood, Selectmen Naves, Watson, Kastrinelis, O'Neil (arrived at 4:37).

**ALSO PRESENT:** Kevin Paicos, Interim Finance Director.

**CALL MEETING TO ORDER:** Chair Wood called the meeting to order at 4:30 pm. There was no one

**APPROVE WARRANTS:**

PW # 21-29 \$175,692.54

A motion was moved by Selectman Naves and seconded by Selectman Watson to approve warrant PW #21-29 in the amount of \$175,692.54. Voted: 4-0-0.

BW # 21-29 \$715,993.46

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve warrant BW # 21-29 the amount of \$715,993.46. Voted: 4-0-0.

**21-27 Bills Warrant Breakdown:**

Town:	\$ 125,220.65
W/S:	\$ 11,294.76
Payroll Withholding:	\$ 4,911.32
Health Insurance:	\$
Light Bills:	\$ 69,986.89
Grants & Revolving:	\$
Chapter 90:	\$
Pentucket Assessment:	\$
Whittier Assessment:	\$ 266,708.00
Capital:	\$
Debt:	\$194,400.00 (Water & Sewer Bond)
Grants:	\$ 43,471.84

**APPROVE MINUTES:**

- Approval of Minutes from BOS Meeting October 13, 2020
- Approval of Minutes from BOS Meeting October 19, 2020 – **Missing the 2<sup>nd</sup> page - will be voted on at the next meeting.**
- Approval of Minutes from BOS Meeting October 26, 2020
- Approval of Minutes from BOS Meeting November 9, 2020

- Approval of Minutes from BOS Meeting December 7, 2020
- Approval of Minutes from BOS Meeting December 10, 2020
- Approval of Minutes from BOS Meeting December 21, 2020

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve minutes from BOS Meetings held on October 13, 2020, October 26, 2020, November 9, 2020, December 7, 2020, December 10, 2020, and December 21, 2020. Voted: 4-0-0.

Chair Wood noted that the minutes are now caught up.

#### **APPOINTMENTS:**

- Appointment of Brad Ligols of Groveland to the Planning Board effective 1/14/2021 until the next annual election.  
A motion was moved by Selectman Naves and seconded by Selectman Watson to appoint Brad Ligols of Groveland to the Planning Board effective 1/14/2021 until the next annual election. Voted: 4-0-0.
- Appointment of Thomas Tombarello, 5 Middle Road, Haverhill as Alternate Electrical Inspector for Groveland effective 1/19/2021  
A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to appoint Thomas Tombarello, 5 Middle Road, Haverhill as Alternate Electrical Inspector for Groveland effective 1/19/2021. Voted: 4-0-0.

#### **DISCUSSION & POSSIBLE VOTE:**

- COVID Discussion  
Amanda, School Nurse from Bagnell was present and addressed the Board. She watched the last BOS meeting and was here tonight to clear the air regarding the perception on reporting cases at the school to the town; she insisted that there has been ongoing communication and would like the parents in the district to know that all of the nurses are doing what they can to keep the children safe.

Selectman O'Neil joined the meeting during this discussion.

Robert Valentine, Fire Chief joined the meeting and addressed the Board. 1<sup>st</sup> responders started receiving vaccines yesterday. Plans for vaccination clinics for Phase Two are being coordinated in the area.

Mr. Paicos noted that per the COA veterans over age 65 in the VA system can get scheduled for a vaccine by calling the main number to make an appointment; this information is on the website.

Selectman Watson asked if a second vaccination appointment is scheduled right away and Chief Valentine responded yes and confirmed that Trinity already has the second round of vaccinations allocated for the people that already received the first dose.

Deborah Kadar-Hull, BOH joined the meeting and addressed the Board. The back log has been caught up because the two contact tracers are now working. Ms. Kadar-Hull reported there are 44 active cases.

Mr. Paicos noted that Amanda is willing to volunteer her time because she is aware of money concerns; at this time, a third tracer does not appear to be needed, but a plan should be ready to hire one just in case it ends up being necessary. Mr. Paicos explained where things are at right now with grant money and if that resource would be available should a third contact tracer become necessary.

Dr. Bartholomew, School Superintendent was present and addressed the Board and noted that there are weekly meetings taking place at the school and the school relies on information from the local Public Nurse regarding cases; this is how the School found about the lag time in reporting which is concerning,

but he assured the Board that there is no one in the district trying to point the figure and blame anyone for this, everyone understands cases have increased and therefore the contact tracing is increasing. Dr. Bartholomew noted that contact tracing is critical for the schools. Dr. Bartholomew thanked the Town of Groveland for their partnership in getting necessary supplies to keep students in the classrooms.

Selectman Kastrinelis asked the Board about reviewing town policies regarding employees being out of work due to COVID.

Chair Wood asked if it would be useful to do a reverse 911 call on symptoms. Ms. Kadar-Hull responded there is a press release going out.

#### **VOTES OF THE BOARD:**

- Utility Easement 23 School Street Verizon

A was moved by Selectman O'Neil and seconded by Selectman Naves to grant the Utility Easement 23 School Street Verizon. Voted: 5-0-0.

The Board signed the document.

Selectman Kastrinelis left the meeting for another commitment.

- Contracting with a new Treasurer/Collector

As requested by the Board at the last meeting, Mr. Paicos reached out to Town Counsel for his opinion and the response from Town Counsel has been forwarded to the Board. Town Counsel made it clear that hiring a contractor will work with the bylaw but hiring an employee will not. There are only three businesses in MA that offer this type of work and Mr. Paicos has identified someone at one of the companies that is available to take the on the work; someone will be coming in next Tuesday to do an assessment. The cost is expected to be in the range of \$30,000 - \$40,000 by the beginning of May and hopefully by then we should have a clearer picture of whether or not the hiring of a Town Manager is moving forward.

A motion was moved by Selectman O'Neil and seconded by Selectman Naves to allow Mr. Paicos to hire a contractor to satisfy the Treasurer/Collector needs, not to exceed \$2,500 per week without any benefits. Voted: 4-0-0.

- Creation of Economic Development, Planning, Conservation Department

Rebecca Oldham joined the meeting via Zoom to propose the Creation of Economic Development, Planning, Conservation Department; the intent would be to consolidate Planning, Zoning, Conservation and CPC under the direction and oversight of a director. It would not require additional funds, and it is proposed that the existing line items would be brought under the Department. The change does not take away any authority Boards/Committees or Commission, but it would instead bring them under one umbrella and would improve communication, create a more streamlined process, and allow for better collaboration and cooperation and allow us to be more effective.

Mr. Paicos stated that Town Counsel has reviewed this and found no violations of the law; there are support letters in the packet from the Conservation Commission and the Planning Board and Mr. Paicos thought it was a brilliant idea to take 3 of the 4 major land use departments and put them under one person who will coordinate the work. Mr. Paicos suggested the Board vote to approve this and give Rebecca the title and start to work on consolidating the budget. The proposal has the Director Position reporting to the BOS and Mr. Paicos recommended that if the Town moves forward with hiring a Town Manager, the language be changed to have the Director report to the Town Administrator.

A motion was moved by Selectman O'Neil and seconded by Selectman Naves to authorize the creation of the Economic Development, Planning and Conservation Department to encompass the Planning Board, the Zoning Board of Appeals, and the Conservation Commission under one umbrella with combined budgets to add greater efficiencies. Voted: 4-0-0.

#### **FINANCE DIRECTOR'S TIME:**

**Mr. Paicos reported:** Requests for field use at the Pines and Washington Park are coming in and Mr. Paicos asked what the Board would like to do. Selectman O'Neil recommended issuing the permit for Washington

Park immediately because there is only one group that uses it, and he will reach out to the Athletic Director to see if there is a baseball schedule yet. Selectman O'Neil will let Mr. Paicos know what he finds out. Mr. Paicos was concerned that the State may not be allowing parks to open yet, so Chair Wood recommended waiting to see if anything comes from the State. Mr. Paicos read a list of elected positions from the Town Clerk for the upcoming election; nomination papers are available. If anyone watching believes there is any incorrect information on this list, they are asked to call the Town Clerk tomorrow before she publishes the list. The Budget for FY22 is complete. The Regional Vocational/Technical School budget and the Pentucket budget are missing, but this is being worked on.

Mr. Paicos asked who is taking the meeting minutes; there have been a lot of emails going around regarding this and the person doing them has responded and got them caught up. As of January 4<sup>th</sup>, a Board member had agreed to do the meetings. Ms. Kastrinelis had since left this meeting, but Mr. Paicos understood from a talk with her that she is not comfortable doing the minutes, executive session yes, but not the regular ones. Mr. Paicos does not want to be in a situation of being six months behind and he feels that Kathryn Worden is able to do the minutes with increased hours. Selectman Watson noted that it is hard to remember what happened at a meeting six months ago and would rather see the minutes done by the next meeting and by somebody in house. Selectman Naves agrees they should be done in house. Chair Wood felt that most of the time Kathy Ingram has been doing the minutes, she was responsive and on time. Selectman O'Neil felt that this is an anomaly and found the minutes to normally be accurate, precise and on time and thinks given the extraordinary challenges we have all faced this year she deserves another chance. Mr. Paicos noted that if the minutes get one or two meetings behind, he will be coming back to the Board; he prefers that Kathryn do the minutes and he will call the contract person personally to let her know if she gets one or two behind, she is done. Mr. Paicos asked how the Board would like to do the budget review and Chair Wood explained the past practice. Selectman Watson asked if Mr. Paicos had done any work on the Annual Town Report and Mr. Paicos responded that he had not worked on it but will work on sending letters out to everyone who contributes to the report.

#### **SELECTMEN'S TIME & REPORTS:**

**Selectman O'Neil:** There was a High School Building Committee meeting on the 12<sup>th</sup>; the concrete slab has been poured at the new High School; he shared a video of it with Mr. Paicos to put on the website; Mr. Paicos indicated he had not seen it due to email issues today. Selectman O'Neil will try to send it again tomorrow. Selectman O'Neil warned that there will be blasting on the site this week. The project is 25-30% complete. Demo is on schedule to happen June 2022.

**OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:** None.

#### **CORRESPONDENCE:**

- Board of Health OML complaint Letter dated 1/11/2021
- Letter from Groveland Building inspector regarding the resignation of Groveland's alternate Electrical Inspector Bill Robitaille effective 1/1/2021

#### **ADJOURNMENT:**

A motion was moved by Selectman O'Neil and seconded by Selectman Naves to adjourn the meeting at 6:35 pm. Voted: 4-0-0.

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

*Respectfully submitted,*

*Katherine T. Ingram*