

BOARD OF SELECTMEN
MEETING MINUTES
Tuesday, January 21, 2020
Groveland Town Hall
183 Main St, Groveland, MA 01834

TOWN OF GROVELAND

2020 FEB 24 PM 5: 50

TOWN CLERK

ATTENDANCE: Chair Bill Dunn, Selectmen Michael Wood, Bill O'Neil, Ed Watson, Kathleen Kastrinelis

ALSO PRESENT: Denise Dembkoski, Finance Director

CALL MEETING TO ORDER: Chair Dunn called the meeting to order at 6:30 pm.

RESIDENT/PUBLIC COMMENTS: Written submissions for public comment must be made before the start of the meeting per the Board of Selectmen's Public Comment Policy amended November 13, 2017. None

APPROVE WARRANTS:

PW # 20-29 \$ 159,679.62

A motion was moved by Selectman Watson and seconded by Selectman Wood to approve Warrant PW # 20-29 in the amount of \$ 159,679.62. Voted: 5-0-0.

BW # 20-29 \$ 605,503.80

A motion was moved by Selectman Watson and seconded by Selectman O'Neil to approve Warrant BW # 20-29 in the amount of \$ 605,503.80. Voted: 5-0-0.

20-29 Bills Warrant Breakdown:

Town:	\$ 102,664.69
Water/Sewer:	\$ 23,774.19
Payroll Withholding:	\$ 3,290.83
Light Bills:	\$ 202,376.94
Grants & Revolving:	\$ 17,060.15
Whittier Assessment:	\$ 256,337.00

DISCUSSION & POSSIBLE VOTE:

- FY2021 Capital Improvement Submissions

Discuss the following requests:

- Cemetery – Selectman Kastrinelis recused herself from this discussion because her husband is on the Cemetery Commission.
 1. Rock Dower, 107 School Street, Chair of the Cemetery Commission was present and addressed the Board. He explained the request for a new full size, ¾ ton pickup truck with a v plow to replace the current small pickup truck which is not useful anymore. He feels it is necessary to keep the roads clear for families to be able to access their loved ones. He reviewed the proposal in the amount of \$41,191.60. He stated that this would allow the workers to help keep the cemetery cleared and free up the Highway Department to do other things. Mr. Dower noted that he also included \$8,250 for the roof which needs repairs, it is leaking; not sure what might be under the current roof once it is stripped. Ms. Dembkoski reminded everyone that there is some CPA money sitting out there and will find out what is was allocated for.
- Facilities

Ms. Dembkoski reviewed two requests under facility maintenance which are:

 1. Municipal Infrastructure Improvements: includes requests from departments to take of their facility's needs. In addition included is the entire facilities assessment that was prepared through a grant. This report includes capital assets with their life cycle, and the items

recommended for replacement along with costs associated with them. Ms. Dembkoski read the initial list of things to be done with a cost of \$100,000.

2. Electronic Digital Board outside the Town Hall: the current board is broken and has not been repaired - the quote is \$17,000 for a fully color one: this is not a priority, but the public does like to see the messages. The Board supported replacing this since it is used for communication with the public.

- Bagnall Improvements

Ms. Dembkoski reviewed:

This will go along with continuing with the upgrades that have been being done there. She does not have the list yet but knows there are items that will be requested and has allocated \$75,000 for this.

- Dog Park Committee

- Seeking a vote from the Board for use of a specific property for a dog park

Jason Naves, Dog Park Committee member was present and addressed the Board. Several locations were visited and after discussion an area at the Pines has been chosen for a new larger dog park. The Committee is looking for confirmation from the BOS to move this forward to Community Preservation for funding. Selectman Wood would like to see plans. Mr. Naves noted that there is a grant available and in order to get the grant, the Town will have to cover 10% of the overall hard construction cost and they will have to have a location and a commitment from the town to move forward. Selectman Kastrinelis inquired about the proposal that had already been submitted to the CPC: everything has changed, and the Dog Park Committee will have to submit a new proposal. Ms. Dembkoski asked if anyone had taken into consideration if there would be any impact on the lease with the cell tower located there, also there are sport team's that practice in that area and they will need to be relocated: there is also a well down there and she wanted to know if anyone had reached out to the Water Department to see if there are any concerns with the dog park being located nearby. The cost being requested will be \$25,000. Selectman Kastrinelis would like public input as well as input from the Police and Fire Department in order to proceed.

A motion was moved by Selectman Watson and seconded by Selectman O'Neil to tentatively approve the Pines location with an alternative location possible. Voted: 5-0-0.

- Water & Sewer Commissioners to discuss January and July water rate increase

- Materials from the Water/Sewer Department regarding their recent water rate increase

Jeremy Lapon, Water & Sewer Commissioner was present and addressed the Board. Chair Dunn asked about the recent water rate increase. Mr. Lapon explained that the increase was necessary to avoid an approximately \$167,000 deficit: with the two increases there is now a slight surplus of approximately \$26,000 and the Commissioners felt it was the fiscally responsible thing to do. Mr. Lapon explained that water rates in Groveland are significantly lower than other towns: Selectman Watson disagreed. The Commissioners did post a public meeting to discuss the increase. Selectman Kastrinelis hoped to have an open dialogue regarding rates and urged the Water Commissioners to add their needs to their budget request in the future, so the process is clear to the taxpayers: also there was a plan by a consultant that explained how to move forward and Selectman Kastrinelis urged the Commissioners to follow the plan. Selectman Watson asked if water rebates are available for updating irrigation systems to more efficient equipment to encourage conservation and was told no. Selectman O'Neil wanted to know how we know that this shortage will not happen again in the next budget: Mr. Lapon replied that the Commissioners have just started to work on their budget and doesn't know. Ms. Dembkoski will send questions/concerns raised tonight to the Water Commissioners.

- Cable license renewal, continued discussion

- Finalize business plan and vote to turn over to town counsel for negotiations

Ms. Dembkoski reviewed information that she prepared for the Board: the recent Comcast cable fees over the last few years, what we are currently receiving and what was proposed, the Capital

is all over the place (\$400,000 over a ten-year period) and Comcast has only given around \$100,000 previously. Ms. Dembkoski doesn't see any benefit to the town by adding a fifty-cent increase per subscriber under the license section. Ms. Dembkoski updated the business plan with items that came out of the public hearing and updated the public buildings piece that was outdated in the former contract. Ms. Dembkoski asked if the Board was ready to send this to Counsel. Chair Dunn felt that Town Counsel will negotiate the best contract for the Town that he can.

A motion was moved by Chair Dunn and seconded by Selectman Wood to move this forward to Town Counsel and request that he target 5% per quarter for the franchise fee and the request of \$414,000 for capital support and to allow the cable funds to be used for any technological purpose. Voted: 5-0-0.

- 64 Washington Street Discussion

- Recap of January 14, 2020 meeting with EPA and DEP
- What to do next:

Chair Dunn and Ms. Dembkoski met with Senator Tarr, EPA and DEP. The roof is collapsing, and water is going in the building and there is mold and asbestos. The EPA and DEP want nothing to do with the property as they have already spent approximately \$48 million dollars on cleaning up the contamination on the property. The property is in Tax Title and the Town does not want the liability of taking over the property. Ms. Dembkoski explained that part of the problem is that the EPA has institutional control due to placing a restriction with the Registry of Deeds and they have the say over what happens to the entire property. Ms. Dembkoski reached out to other communities who are or have dealt with a similar process and it was described as a massive undertaking (Walpole spent 30 years working on the project). The EPA doesn't want to do anything unless the Town does something. In discussing this with EPA and Town Counsel, Ms. Dembkoski reported that the only way the town would be protected would be for the Town to go through the foreclosure process: the town would be exempt from liability unless more contaminants showed up. Town Counsel recommended that the Town not step onto the property. Town Counsel is willing to review the documents from the EPA and DEP. Ms. Dembkoski asked the Board what they wanted to do with the property. Selectman Wood spoke to Senator Tarr who was surprised by what he heard at the meeting and Senator Tarr promised to do some research and see if there was anything he could do. Selectman Kastrinelis would like to see the agreement with the owner of the building and the EPA that was made when the property was cleaned up. Ms. Dembkoski will follow up with the EPA to see if they have compiled their information.

- Town Manager, continued discussion

- Finalize job qualifications
The Board reviewed the qualifications and combined some qualifications and deleted redundant qualifications.
- Review one (1) tabled job description item:
May appoint and remove department heads and other employees for which no method of selection is provided by law. Such appointments and removals shall be effective 15 days from the date of written notification unless the BOS votes to reject such action.

Selectman Watson: most TM job descriptions contain this to some degree and feels this is part of the duties of the TM.

A motion was moved Selectman O'Neil and seconded by Selectman Wood to adopt the Town Manager qualifications as amended in this meeting as well as add in the tabled item from the TM job description. Voted: 5-0-0.

At the next meeting the Board will discuss what a proposed organizational structure will look like. Ms. Dembkoski will take all of the information approved so far and consolidate it into a formal job description. Selectman Wood and Selectman Kastrinelis will work together to start creating an organizational structure using current positions in the Town.

VOTES OF THE BOARD:

- Open the 2020 Special and Annual Town Meeting Warrants
Articles may be submitted to the Finance Director until March 2, 2020
A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to open the 2020 Special and Annual Town Meeting Warrant. Voted: 5-0-0.
- Request by Groveland Garden Club to install wooden posts at 26 Broad St (Little Red Schoolhouse)
The Garden Club will take care of the cost. Selectman Watson asked if this had to go to the Zoning Board who approves signs. Ms. Dembkoski will check with Rebecca tomorrow.
A motion was moved by Selectman O'Neil and seconded by Selectman Wood to table this until the next meeting. Voted: 5-0-0.
- Approve and issue Amended Liquor License to Nichols Village
A motion was moved by Selectman O'Neil and seconded by Selectman Wood to approve the amended Liquor License to Nichols Village. Voted: 5-0-0.

The Board signed the License.

FINANCE DIRECTOR'S TIME:

Ms. Dembkoski reported:

- Recommended adding a special BOS meeting to vote the budget and TM warrants on Monday, April 6th.
- The Town Clerk has asked if the BOS could move the March 2nd meeting to a different location so the Town Clerk can prepare for the Presidential Primary Election on March 3rd. Selectman Watson recommended using the Fire Station Meeting room.
- Need to schedule Executive Sessions to discuss contract negotiations. Executive Sessions could be scheduled prior to the start of the regular meeting. Ms. Dembkoski will coordinate and come up with some dates to propose.

SELECTMEN'S TIME & REPORTS:

Selectman Kastrinelis: asked if there would be a working session to discuss Capital Projects. Ms. Dembkoski will have this as an agenda item for the next meeting.

Selectman Watson: the Community Preservation Committee met and discussed proposed projects; nothing is finalized.

Selectman O'Neil: asked Selectman Watson if the Cable Advisory Committee has had any meetings recently and Selectman Watson responded no.

OLD OR UNFINISHED BUSINESS: None.

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

CORRESPONDENCE:

- Letter from the Conservation Commission regarding an enforcement order on Graeme Way
- Minutes from December 9, 2019
- Minutes from January 6, 2020

ADJOURNMENT:

A motion was moved by Selectman O'Neil and seconded by Selectman Wood to adjourn the meeting at 8:52 pm. Voted: 5-0-0.

The next regularly scheduled meeting of the Board of Selectmen will be Monday February 3, 2020 at 6:30 P.M.

Respectfully submitted,

Katherine T. Ingram

***** Unanimously Approved on February 18, 2020 *****

Board of Selectmen Minutes, January 21, 2020 Page 4 of 4