

**BOARD OF SELECTMEN  
MEETING MINUTES**

2019 AUG 27 PM 12:19

**Monday, July 22, 2019  
Groveland Town Hall  
183 Main St, Groveland, MA 01834**

TOWN CLERK  
RECEIVED/POSTED

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

**ALSO PRESENT:** Finance Director, Denise Dembkoski

**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 # 20-03 \$ 180,503.54

A motion was moved by Selectman Watson and seconded by Selectman Wood to approve warrant PW # 20-03 in the amount of \$ 180,503.54. Voted 5-0-0.

BW # 20-03 \$ 1,336,166.85

A motion was moved by Selectman Watson and seconded by Selectman O'Neil to approve warrant BW # 20-03 in the amount of \$ 1,336,166.85. Voted 5-0-0.

**20-03 Bills Warrant Breakdown:**

Town:	\$ 150,509.85
W/S:	\$ 1,545.14
Payroll Withholding:	\$ 27,862.52
Light Bills:	\$ 293,017.22
Grants & Revolving:	\$ 41,190.37
Pentucket Assessment:	\$ 822,041.75

**APPROVE MINUTES:**

- Minutes from June 10, 2019
  - A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve the minutes from June 10, 2019. Voted 4-0-1: Selectman Wood abstained.
- Minutes from June 24, 2019
  - A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to approve the minutes from June 24, 2019. Voted 5-0-0.

**DISCUSSION & POSSIBLE VOTE:**

- Groveland Day Committee seeking permission to hold a 5K on Friday, September 6<sup>th</sup>
  - Discussion on route
  - Food & Beer Truck after event

Lisa Chandler, Chair of the Committee to bring back Groveland Day addressed the Board and explained the current route for the 5K. Police and Fire have been notified and plan to be onsite. There will be a post-race party at the Pines from 5:30 – 9:30 pm which will include a food and beer truck. There will be a 125-person cap for the race.

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A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve the 5K race on Friday, September 6<sup>th</sup> subject to coordination with Chief Gillen and approval of the food and beer truck after the event subject to licenses and any necessary police details.

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

The Board agreed to waive the one-day liquor license fee.

- **Cricket Club discussion:**

The Board listened to a presentation by members of the Cricket Club. They are trying to grow the sport in the U.S., and they are requesting to build a 22-yard field on Center Street in town in order to move this forward. The club through fees takes care of the construction of the turf and maintaining the facility. It takes about a week to build the field. They plan to hold clinics in order to attract younger members if this moves forward. The minimum agreement would have to be for three years to make it worth their while. The BOS discussed involving the Planning Board with this and will do a site visit before approving this.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to authorize Selectman Wood and Selectman Dunn to do a site visit and report back to the BOS and add this to another agenda. Voted 5-0-0.

- **Tax Bill insert request by the Community Preservation Committee**

Mike Dempsey, CPC was present and addressed the BOS and requested that the insert be placed in the next tax bill. The insert is to keep the public informed and updated as to what is going on. This will save postage for the town by not having to send a separate mailing.

A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to approve the CPC insert in the next tax bill. Voted 5-0-0.

- **Town Manager/Town Administrator discussion**

Selectman Kastrinelis reviewed a summary of a comparison table that she prepared showing job duties and responsibilities of a Town Manager/Town Administrator versus a Finance Director position in other communities and where those duties and responsibilities fall in Groveland. She feels that this is the next logical step for the town to move forward with creating a Town Manager/Administrator position. Selectman O'Neil suggested a focus group to study this and Ms. Demboski suggested a Board of Selectman working group meeting to discuss this. The Board agreed to meet to discuss this on September 23<sup>rd</sup> at 6:30 pm.

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

- **Special Event Common Victualler's License for Jeff & Maria's Ice Cream & Food**

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to approve the Special Event Common Victualler's License for Jeff & Maria's Ice Cream & Food retroactively to July 17, 2019 and ahead for August 7, 2019. Voted 5-0-0.

Due to a typo the BOS will sign this at the next meeting.

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

**Selectman Wood:** none

**Selectman O'Neil:** There was a meeting of the Building Committee last Tuesday. Discussed cost and overruns and how the process will go from here.

**Selectman Dunn:** Waiting on a couple of signs.

**Selectman Watson:** New microphones will be installed in this room soon. Asked if the podium would be better in front of the Board rather than on the side.

**Selectman Kastrinelis:** Would like to have the capital list formalized in the fall.

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**OLD OR UNFINISHED BUSINESS:**

**Selectman Kastrinelis:** Would still like to visit the town buildings. Selectman Watson will try to coordinate.  
**Selectman O'Neil:** Noted that the bathrooms at the Pines are open and look fantastic. Ms. Dembkoski noted that the cameras are up and running as well. Chair Dunn commended the Highway Department for doing a great job.

**OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:**

**Chair Dunn:** Noted that he received feedback that the BOS is only spending time talking about one area of town. He asked Ms. Dembkoski if there are any vacancies on Boards and Committees.

**FINANCE DIRECTOR'S TIME:**

Ms. Dembkoski reported:

- The Friends of the Library asked to sell water and snacks on Town property on the nights that the outdoor concert events are held. These would be pre-packaged snacks. The BOS had no issues with this.
- Informed the BOS that as of August 31<sup>st</sup> the Interim Fire Chief expects to step down. He will put something in writing.
- Tuesday, July 30<sup>th</sup> from 8:00 am – 4:00 pm Gardner Street will be closed from Elm Park to King Street and on August 6<sup>th</sup> and 7<sup>th</sup> Gardner and Center will be closed for paving. This was posted on Facebook and the website.

**CORRESPONDENCE:**

- Disclosure of John Stokes, ZBA Member regarding an appearance of a conflict of interest.
- Chief Gillen's follow up notes on meeting with MassDOT regarding Rt. 113
- Highway Superintendent Renny Carroll's FY20 goals
- ZBA Legal Notice for a Comprehensive Permit on Sewell Street
- Minutes from July 8, 2019

**ADJOURNMENT:**

A motion was moved by Selectman Wood and seconded by Selectman O'Neil to adjourn the meeting at 8:58 pm. Voted 5-0-0.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, August 5, 2019 at 6:30 P.M.

*Respectfully submitted,*

*Katherine T. Ingram*

*\*\*\* Unanimously Approved on August 19, 2019 \*\*\**