

TOWN OF GROVELAND

BOARD OF SELECTMEN
MEETING MINUTES
Monday, June 10, 2019
Groveland Town Hall
183 Main St, Groveland, MA 01834

2019 JUL 30 PM 4: 01

TOWN CLERK
RECEIVED/POSTED

ATTENDANCE: Chair William Dunn, Selectmen Ed Watson and Kathleen Kastrinelis
ABSENT: Selectmen Bill O'Neil and Michael Wood
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 # 19-49 \$146,640.86

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve warrant PW # 19-49 in the amount of \$ 146,640.86. Voted 3-0-0.

BW # 19-49 \$1,062,590.90

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve warrant PW # 19-49 in the amount of \$ 146,640.86. Voted 3-0-0.

19-49 Bills Warrant Breakdown:

Town: \$ 35,288.94

W/S: \$ 13,426.03

Payroll Withholding: \$ 60,496.81

Health Insurance: \$ 33,586.15

Light Bills: \$ 101,054.34

Grants & Revolving: \$ 16,756.92

Chapter 90: \$

Pentucket Assessment: \$ 794,972.66

Whittier Assessment: \$

Capital: \$ 7,009.05

APPROVE MINUTES:

- Minutes from May 13, 2019

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve the minutes from May 13, 2019. Voted 3-0-0.

APPOINTMENTS:

Appointment of Jeremy Lapon, 116 Seven Start Road, Groveland to the position of Water & Sewer Commissioner until the next annual election (May 4, 2020).

Mr. Lapon was present and introduced himself to the Board. The Board thanked him for stepping up. Selectman Watson asked if Mr. Lapon would help get the Water & Sewer Commissioners to have their meetings televised. Mr. Lapon agreed to talk to them about it.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to appoint Jeremy Lapon, 116 Seven Start Road, Groveland to the position of Water & Sewer Commissioner until the next annual election (May 4, 2020). Voted 3-0-0.

DISCUSSION & POSSIBLE VOTE:

- Stonebridge residents to discuss a fire pit built on town property
Kristen Potter, 8 Stoneridge Road and Michelle Hydler, 28 Stoneridge Road addressed the Board. The residents received notification from the road Superintendent stating that the fire pit was in violation of public property being used for private use. This road was accepted as a Public Way. Ms. Potter explained that the residents in the neighborhood clean and maintain this area and it is used by many residents. Ms. Potter read the letter that she received from Renny Carroll. Selectman Watson asked who planted the bushes and Ms. Hydler explained that it was the developer; the residents added rock and several neighbors paid for the fire pit. According to Ms. Hydler the area had never been maintained until the neighbors began taking care of it and stated that there was never a written agreement but an oral one with the previous Road Commissioner. Selectman Watson worried about Town liability and expressed that he does not agree with the fire pit being there as it is Town property. Selectman Kastrinelis worried about setting a precedent and with the removal of the fire pit, felt the Town could work with the neighbors to make the area more appealing to the neighborhood. Chair Dunn talked about the Adopt an Island program in Groveland which would allow the neighbors to keep the area nice, however agrees they cannot keep the fire pit there. Mr. Carroll was present and addressed what responsibilities the road department have for maintaining town property; his biggest issue is the fire pit. The Board agreed to move forward with removing the fire pit. It does not appear possible to remove the fire pit without destroying it. Mr. Carroll agreed to give them two weeks (June 24th) to make arrangements to remove the fire pit.
- Renny Carroll, Highway Superintendent, to discuss highway departmental matters
Mr. Carroll addressed the Board and handed out a list of improvements that he'd like to do in the Highway Department.
 - Washington Park drainage project.
 - Would like to form a relationship with the Water Commissioners in order to work as a "DPW Department" to plan long-term project.
 - Implementing excavation permits. Allows for better tracking. The standard fee is \$100.00
 - Looking at buying a used, refurbished sweeper in the future to share with Georgetown to better maintain the roads. Ms. Dembkoski stated that this will be a Capital Improvement item and has to be voted at a Town Meeting.
 - The composting at the town yard is becoming unmanageable and would like to consider selling a permit to contractors who might be interested in taking the material. Chair Dunn suggested contacting Brick End Farms in Hamilton who will buy the compost.
 - Plans to request a future Junior Operator to provide better service to the community.
 - Paving projects: part of Center Street, Gardner Street and Seven Star. The Town will be able to do much of the paving itself thanks to the new in-house paver.

Chair Dunn requested that Mr. Carroll go around Town and look for the areas that the Town should be maintaining and have a plan to maintain them. Mr. Carroll agreed.

Mr. Carroll has been working on road inventory; he is working on keeping track of contractors; working on complete streets; trying to get on the TIP program for larger projects; he is looking into applying for grants. Chapter 90 money is limited and that is limiting the amount of work that can be done in Town.

Selectman Kastrinelis would like to see Mr. Carroll's ideas on a road maintenance program.

Ms. Dembkoski noted that permit fees will have to be voted and approved by the Selectmen and asked him to keep in mind that September is when the capital improvements list is put together.

Selectman Watson inquired about setting up a revolving account for the compost fee to return the money to the Highway Department to work on the compost and offset costs. Ms. Dembkoski responded that would have to go to Town Meeting.

- **Route 113 Speed Limit**

Ms. Dembkoski noted this was first bought up in 2014. The Town had requested that Mass DOT review and reduce the speed to 25 MPH starting a bit further back; the state feels the speed limit there is appropriate. The Police Chief would like to know if the Board would like to continue to look into this. Selectman Watson asked for a traffic volume and speed count to see if additional signs are necessary. Ms. Dembkoski asked if the Town could legally do this since it is a State road. The Board agreed to have the Police Department explore options.

- **Pines Bathrooms**

- **Locking & Unlocking:** the bathrooms are not open yet due to still waiting on the partitions.

Ms. Kastrielis is concerned with leaving the bathrooms being open all day and suggested having them open during games and having the teams open and lock them. Ms. Dembkoski feels that since tax dollars were used for this project, they should be open all day for anyone there to use them not exclusively sports teams. Chair Dunn reported that he has spoken with the Police Chief about having a police officer going down there to lock them; the concern is who will open them up. Facilities comes under Ms. Dembkoski and the Board suggested having the janitor open the bathrooms. The Board discussed cleaning the bathroom and options. The janitor is a 40-hour a week employee and adding work to his schedule will require overtime and he does not work weekends.

- **Cleaning**

The Board discussed cleaning the bathroom and options. The current janitor is a 40-hour a week employee and adding work to his schedule will require overtime and he does not work weekends. Ms. Dembkoski suggested looking into an outside cleaning company; she will follow up with the Chief and look into an outside cleaning company.

Selectman Kastrielis considered having a conversation about charging a fee to absorb some of the costs associated with the park.

- **Goals of the Board for Fiscal Year 2020**

The Board reviewed goals that they came up with – some goals are long-term.

Selectman Kastrielis: some immediate items are hiring the Fire Chief and approving the Cable Contract; have a capital plan as a goal as well as storage of town records. The Board discussed the issue of storing and digitizing records.

Selectman Wood (emailed to Ms. Dembkoski): Lessen the CPA tax to 1% and stop wasting money on projects that offer no return; lessen the tax burden to the towns people. Have police expand their patrols to curb speeding; address dog park issues -loose dog complaints by increasing patrols and fines.

Selectman Watson: have the Selectman look at all town buildings and see what needs to be done; fiscal restraint and keep taxes low. Work with the Water Department to have a water filtration plant. Would like to find a space for the Council on Aging. Find another source for cable tv and internet service.

Chair Dunn: have each member of the Board take on a project and keeping taxes low.

VOTES OF THE BOARD: None

SELECTMEN'S TIME & REPORTS:

Selectman Kastrielis: would like to have Capital Improvement Plan on the next agenda in order to start working on it. Ms. Dembkoski sent out a request to departments to send in their requests so she will compile a list for the next meeting. Also would like to discuss not having the Financial Director working in an office that shares the server.

OLD OR UNFINISHED BUSINESS:

Selectman Watson discussed unleashed dogs at the Pines; police have looked into it. For the next meeting he would like to know how many instances there have been and how many citations have been issued.

Chair Dunn: The signs at the Pines are going well and there are currently 6 signs in the works.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING: None

FINANCE DIRECTOR'S TIME:

Ms. Dembkoski reported:

- About a hundred people attended the Merrimack River District Commission Kickoff Meeting, held on Friday, June 7, 2019. They brought everyone up to date as to where things are with the sewerage overflow going into the river. There was a lot of pressure on the EPA to fix this. There are number of bills being worked on. There will be another meeting in September.
- A reminder the Town Clerks office will be closed for professional development this Wednesday through Friday. The Town Clerk is researching software to track everything in her office. This will help streamline and automate the office.
- We will likely be short about \$25,000 for recycling; a transfer will be likely. Transfers will likely be on the agenda for the first July meeting.

CORRESPONDENCE:

- Minutes from May 28, 2019
- Letter to Connor Hendry regarding his tour of duty
- Letter from Kristin Comeau regarding a parking violation
- Approval of the National Pollutant Discharge Elimination System Permit by the EPA
- Copy of the Documentation handed out at the Merrimack River District Commission Kickoff Meeting, held on Friday, June 7, 2019.

ADJOURNMENT:

A motion was moved by Selectman Kastrinelis and seconded by Chair Dunn to adjourn the meeting at 8:55 pm. Voted 3-0-0.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, June 24, 2019 at 6:30 P.M.

Respectfully submitted,

Katherine T. Ingram

*** Approved on July 22, 2019 with a vote of 3-0-2, with Selectmen O'Neil and Wood abstaining ***