

BOARD OF SELECTMEN
MEETING MINUTES
Monday, June 24, 2019
Groveland Town Hall
183 Main St, Groveland, MA 01834
This meeting was recorded and televised.

TOWN OF GROVELAND

2019 JUL 30 PM 4:01

TOWN CLERK
RECEIVED/POSTED

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

ALSO PRESENT: Finance Director, Denise Demboski

CALL MEETING TO ORDER: Chair Dunn called the meeting to order at 6:30 pm. Chair Dunn read a statement on behalf of the Board of Selectman and asked for a moment of silence for former long-time Building Inspector Patsy Schena.

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.

APPROVE WARRANTS:

PW # 19-51 \$144,990.62

A motion was moved by Selectman Wood and seconded by Selectman Kastrinelis to approve Warrant PW # 19-51 in the amount of \$144,990.62. Voted 5-0-0.

BW # 19-51 \$ 413,677.80

A motion was moved by Selectman Wood and seconded by Selectman Kastrinelis to approve Warrant BW # 19-51 in the amount of \$413,677.80. Voted 5-0-0.

19-51 Bills Warrant Breakdown:

Town:	\$ 84,368.57
W/S:	\$ 3,501.64
Payroll Withholding:	\$ 3,024.65
Light Bills:	\$ 293,072.19
Grants & Revolving:	\$ 29,710.75

APPROVE MINUTES:

- Minutes from May 28, 2019

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to approve the minutes from May 28, 2019. Voted 5-0-0.

APPOINTMENTS:

Appointment of Joseph Cummings, of Haverhill to the position of seasonal Grounds Keeper at the Cemetery. The appointment is effective June 25, 2019 at an hourly rate of \$12/hour, through November 2019.

A motion was moved by Selectman Watson and seconded by Selectman Wood to appoint Joseph Cummings, of Haverhill to the position of seasonal Grounds Keeper at the Cemetery. The appointment is effective June 25, 2019 at an hourly rate of \$12/hour, through November 2019. Voted 4-0-1. Selectman Kastrinelis abstained.

Appointment of Seth Berry, of Methuen, to the position of seasonal Grounds Keeper at the Cemetery. The appointment is effective June 25, 2019 at an hourly rate of \$12/hour, through November 2019.

A motion was moved by Selectman Watson and seconded by Selectman Wood to appoint Seth Berry, of Methuen, to the position of seasonal Grounds Keeper at the Cemetery. The appointment is effective June 25, 2019 at an hourly rate of \$12/hour, through November 2019. Voted 4-0-1. Selectman Kastrinelis abstained.

Appointment of Joseph McMains, of North Andover, to the position of Full-Time Patrol Officer effective July 1, 2019. This appointment is for a one-year probationary period effective July 1, 2019 through June 30, 2020.

Police Chief addressed the Board and asked for a moment to address the loss of Patsy Schena and assured the community that the police department is working very hard to bring someone to justice for this crime. He wants the public to know that he cannot speak about the case as it could jeopardize the case.

Chief introduced Mr. McMains to the Board. The Selectman welcomed him to Groveland.

A motion was moved by Selectman Wood and seconded by Selectman Kastrinelis to appoint Joseph McMains, of North Andover, to the position of Full-Time Patrol Officer effective July 1, 2019. This appointment is for a one-year probationary period effective July 1, 2019 through June 30, 2020. Voted 5-0-0.

The Town Clerk was present and read the Oath of Office to Joseph McMains.

DISCUSSION & POSSIBLE VOTE:

- Annual Appointments
Employees:

A motion was moved by Selectman Watson and seconded by Selectman Wood to appoint employees for FY20 as read by Selectman Watson. Voted 5-0-0.

Boards/Committees:

Some of the names of members on the list have not responded to the email asking if they are interested in being re-appointed.

Selectman Kastrinelis suggested only appointing the members tonight who have responded to the email and send a letter to the remaining members and appoint the remaining members who answer yes at the next meeting.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to appoint the Board/Committee all of the individuals who responded yes, they still wish to serve. Voted 5-0-0.

Police Department:

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to appoint the Police Department staff as presented. Voted 5-0-0.

- Mike Dempsey to discuss a liquor license for Veasey Park
Mr. Dempsey, for the Conservation Committee was present and addressed the Board along with Vanessa Lopes, Veasey Park. Mr. Dempsey spoke about the application for a full-time liquor license. Ms. Lopes noted that liquor license will increase the type of parties that they can offer along with additional revenue from sales. There will be marketing done to promote the location and this will provide for a low-cost event space for people. Mr. Dempsey asked for a fee reduction for at least the first year and for the Board to eliminate the requirement for a police detail. Ms. Dembkoski talked with the ABBC Liquor Licensing Board and they suggested working with Town Counsel if the Board wishes to allow this. The state handles part of the application and the Board of Selectman would have to hold a public hearing and notify abutters and the Board would approve this and forward it to the state for final approval. The Board would like Town Counsel to weigh in on this.
- Capital Improvements:
Selectman Kastrinelis reviewed a chart of the items purchased over the last ten years. This is a historical document and can be viewed as a starting point. From here she would like to break it down on items that incurred debt, vs. items purchased outright. She feels that this will show how much money can be spent on capital items each year. Ms. Dembkoski reviewed current debt on the books; we do not borrow

often, but Ms. Dembkoski feels that there should be borrowing on a regular basis to replace debt that is coming off and budget money for capital improvements on a yearly basis. Ms. Dembkoski will put together a number that she feels comfortable will be a sufficient number to budget for capital projects every year. She would also like to start the capital planning process earlier than normal and proactively plan for maintenance. Selectman Kastrinelis would like to continue to put money aside in the Capital Stabilization account for the larger expenses. Ms. Dembkoski will have the Town Acct. plug in some of the numbers on the chart to show what has been spent.

- 46 Washington Street Building update (if any)
Ms. Dembkoski reported that the Water and Sewer Commissioners have voted to turn the building over to the Town. She did have specifics but is meeting tomorrow with the Chairman of the Water and Sewer Commission. Chair Dunn asked for her to talk to him about cleaning their equipment out of the building as well as the exterior as was promised. The Board would like to meet at the site prior to the next meeting at 5:30 pm; Ms. Dembkoski will try to arrange the meeting.
- Pines police dog patrol statistics
Selectman Watson asked for this at the previous meeting. Ms. Dembkoski reported that bylaws do require the police to give a warning prior to issuing a ticket.

VOTES OF THE BOARD

- Accept the resignation of Robert Polizzotti, from his position as a seasonal Grounds Keeper for the Cemetery effective June 18, 2019.
A motion was moved by Selectman Watson and seconded by Selectman Wood to accept the resignation of Robert Polizzotti, from his position as a seasonal Grounds Keeper for the Cemetery effective June 18, 2019. Voted 4-0-1. Selectman Kastrinelis abstained.
- Accept the resignation of Heather Meninger from the Conservation Commission effective June 30, 2019.
A motion was moved by Selectman Watson and seconded by Selectman Wood to accept the resignation of Heather Meninger from the Conservation Commission effective June 30, 2019. Voted 5-0-0.

SELECTMEN'S TIME & REPORTS:

Selectman Wood: met with Senator Tarr last week to discuss steps to take with the EPA concerning the former Valley Screw Building. He also received an update on the line painting and is hoping it should be done by the end of August.

Selectman O'Neil: the School Building Committee meeting was postponed this month so nothing to report. Asked about the bathrooms at the Pines; the Board discussed the issue of cleaning the bathrooms. The Board will offer additional hours to the custodian to go down to unlock the bathrooms during the week. It is expected that the bathrooms will be open July 1st. Asked about the irrigation on the field and Ms. Dembkoski reported no one will be allowed to use the field and that the contract has been awarded for the well pump system; next they will work on the irrigation.

Selectman Watson: asked to either put on the agenda or ask for correspondence about the old Electric building on School Street. He would like an update. Chair Dunn reported that he was told they had to wait until July 1st due to money and would like to request a letter stating where things are at.

Selectman Kastrinelis: would like to start scheduling forums to discuss having a Town Administrator or Town Manager. Chair Dunn reported that there was a survey done already. According to Ms. Dembkoski Town Counsel advised the Town to have public forums to start the process because this will be changing the form of government. It will take a Legislative Act or a Charter. Ms. Dembkoski suggested that the Board have a discussion first to decide which direction to go with this. Selectman Watson would like to know the cost and to define the roles. This will be added to a future agenda. Selectman Kastrinelis will look at job descriptions and salaries. Ms. Dembkoski will send an email requesting the information.

Selectman Dunn: handed out proofs for the signs at the Pines, they are in production and will hopefully be ready before the holiday. Some businesses have signed up for a one year, three year and five-year sign.

OLD OR UNFINISHED BUSINESS: None.

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

FINANCE DIRECTOR'S TIME:

Ms. Dembkoski reported:

- The Fire Chief screening committee met last Thursday. They received eleven resumes and spent a couple of hours reviewing them and at the end of the review, the Fire Chiefs felt there was not one qualified applicant for the position. Suggestions that were discussed: state 40 hours per week, salary should be higher (\$90,000) and strongly recommended there should be a distance stipulated that someone should live in relation to Groveland. The Board agreed the job should be reposted with 40 hours a week, must live within thirty minutes of the town within six months and a \$90,000 salary.
- The ZBA may need a member for July 10th.
- The fire pit on Stonebridge was removed by the residents.
- As of Monday, Ms. Dembkoski will begin using vacation time because she has 14 weeks of vacation

CORRESPONDENCE:

- Minutes from June 10, 2019 – did not come in.
- Information regarding building a Cricket Club in town – will be added as discussion on the next agenda.

ADJOURNMENT:

A motion was moved by Selectman Wood and seconded by Selectman O'Neil to adjourn the meeting at 8:51 pm. Voted 5-0-0.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, July 8, 2019 at 6:30 P.M.

Respectfully submitted,

Katherine T. Ingram

*** Unanimously Approved on July 22, 2019 ***