

BOARD OF SELECTMEN
MEETING MINUTES
Monday, June 8, 2020
Groveland Town Hall
183 Main St, Groveland, MA 01834

TOWN OF GROVELAND

2020 SEP 30 PM 5:06

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 took place without any public present, but every effort was made to ensure the public could adequately access the proceedings in real time.

This meeting was broadcast live on Groveland Public Access, Channel 9, as well as through Zoom. Participants on Zoom were: Jason Naves, Mike Dempsey, Michael Pfifferling, Mark Ringuette, Rebecca Oldham, Stephanie Bartlet, and Karen Lebel

ATTENDANCE: Chair Michael Wood, Selectmen Bill O'Neil, Kathleen Kastrinelis, Ed Watson
ALSO PRESENT: Denise Dembkoski, Finance Director

CALL MEETING TO ORDER: Chair Wood called the meeting to order at 4:30 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 # 20-49 \$ 165,896.38

A motion was moved by Selectman Watson and seconded by Selectman O'Neil to approve warrant PW#20-49 in the amount of \$ 165,896.38. Voted: 4-0-0.

BW # 20-49 \$ 1,335,935.96

A motion was moved by Selectman Watson and seconded by Selectman O'Neil to approve warrant BW#20-49 in the amount of \$ 1,335,935.96. Voted: 4-0-0.

20-49 Bills Warrant Breakdown:

Town:	\$ 56,893.07
Water/Sewer:	\$ 28,480.45
Payroll Withholding:	\$ 32,167.10
Light Bills:	\$ 105,385.99
Grants & Revolving:	\$ 57,211.35
Pentucket Assessment:	\$ 822,041.75
Debt Payment:	\$ 233,756.25

BW # 20-50 \$ 254,699.36

A motion was moved by Selectman Watson and seconded by Selectman O'Neil to approve warrant BW#20-50 in the amount of \$ 254,699.36. Voted: 4-0-0.

20-50 Bills Warrant Breakdown:

Health Insurance:	\$ 68,744.76
Debt Payment:	\$ 185,954.60

APPROVE MINUTES:

- Minutes from April 27, 2020

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to approve the minutes from April 27, 2020. Voted: 4-0-0.

- Minutes from May 18, 2020

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to approve the minutes from May 18, 2020. Voted: 4-0-0.

- Executive Session Minutes from May 18, 2020

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to approve the Executive Session Minutes from May 18, 2020. Voted: 4-0-0.

APPOINTMENTS:

Appointment of Jan Dempsey, 33 Uptack Road, Groveland, to fill a Board of Library Trustee vacancy effective June 8, 2020. Appointment is made until the next annual election, May 3, 2021. At that time there will be an election to fill the position for the remainder of the term.

A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to appoint Jan Dempsey, 33 Uptack Road, Groveland, to fill a Board of Library Trustee vacancy effective June 8, 2020. Appointment is made until the next annual election, May 3, 2021. At that time there will be an election to fill the position for the remainder of the term. Voted: 4-0-0.

COVID-19 DISCUSSION:

- Any concerns, policies, or protocols with regards to the Coronavirus
Claire Walsh, Public Health Nurse was present and addressed the Board. There are currently 32 cases in Town. She is concerned about people dropping their guard as things begin to open up and encouraged people to continue wearing masks, avoiding crowds of more than 10 people, and maintaining social distancing.
- Recreational Areas
Selectman Kastrinelis suggested taking measured steps to begin opening certain recreational areas versus opening everything up at once; she mentioned the dog park and the boat ramp as examples. Selectman O'Neil urged caution so that we do not end up going backwards. Selectman Watson would like to mirror West Newbury's phased plan which seems to make sense; opening athletic fields for town residents only, small groups from the same household, no organized games, basketball courts and playground areas will remain closed. Ms. Walsh expressed concerns with the bathrooms at the Pines being cleaned. There are no staff available to clean the bathrooms on the weekends. Ms. Walsh did not think opening the playgrounds was a good idea right now. The Town does not have the supplies or the staff to frequently clean the playground as the guidelines require.

A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to open the boat ramp effective tomorrow. Voted: 4-0-0.

A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to open the dog park effective tomorrow. Voted: 4-0-0.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to open the softball and baseball fields at the Pines based on the Governors latest Phase 2 reopening guidelines. Voted: 4-0-0.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to open the bathrooms at the Pines with the restriction of Phase two, people must wear a mask when entering, the bathrooms will be cleaned daily and thoroughly cleaned weekly and the bathrooms will be open Monday – Friday but not on the weekends. Voted: 4-0-0.

A motion was moved by Selectman Watson and seconded by Selectman O’Neil to open the playground at the Pines to use at your own risk. Voted: 4-0-0.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O’Neil to open the baseball Field at Washington Park based on the Phase 2 restrictions and guidelines. Voted:4-0-0.

A motion was moved by Selectman O’Neil and seconded by Selectman Kastrinelis to open the playground at Washington Park to use at your own risk. Voted: 4-0-0.

- Guidelines & Enforcement

The Board discussed cleaning requirements when re-opening. The Town will need to post signs with the guidelines at any locations that reopen. Chair Wood noted that any decisions the Board makes will be for the safety and wellbeing of the entire Town.

- West Newbury’s park plan

- Request for use of Washington Park on June 28, 2020

The Board discussed the request to use this for family wiffleball event to celebrate their son’s graduation. Chair Wood asked how many people will be in attendance. The Board opted to wait until Thursday to vote on this and reach out to the family in the meantime to find out the specific number of people. Selectman Watson suggested approving under the condition that there be ten or less people.

- Process for approving amended Liquor License Premises for Phase II Plan

Ms. Dembkoski reported that the Governor changed all of the requirements for liquor licensing for outdoor seating; they temporarily while this is going on, removed the public hearing requirement, the abutters notices, the formal application process, however the Board must establish a process for approving such a request and this must consist of a revised seating plan. Applicants have to have their own plan when applying. Pub97 is the only one to request an amended Liquor License but the Town needs a defined process in place to approve licenses. Selectman O’Neil stated that the process could be an outline of the seating arrangements, their safety protocols and approval by the Health Agent.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve the process for any business that wants to have a temporary license to serve alcohol outside has to comply with the Phase 2 requirements which are listed as far as visibility and proximity, in addition they must have a visit from the Health Agent who will signify approval of their plan, they must submit an outline of their seating chart and they must provide a check list showing their compliance with the COVID 19 safety protocols. Voted: 4-0-0.

- Re-opening plan for employees

Ms. Dembkoski reviewed her suggestions for re-opening. The Public Works Department staff returned today to full staff. The Highway Department is down one person. Water and Sewer staff returned today. Ms. Dembkoski recommended having Town Hall staff return June 22nd, working Monday – Thursday with no Monday evening hours and no Friday hours, keeping one person per office and allow remote work to continue where necessary. Library Staff would return June 29th for curbside pickup. Town Hall will remain closed to the public until further notice. There will be a checklist for employees to fill out every day to report on their health. Chair Wood recommended having everyone return after July 4th this would likely get us into Phase 3 which is expected to start on June 29th.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to have Town Hall staff and Library staff return to work on July 6th and work Monday-Thursday, with no Monday evening hours and no Friday hours, still not open to the public but that is subject to change if we get more information. Voted: 4-0-0.

- State revenue outlook for FY21

- Recap of virtual meeting held on June 2, 2020

Ms. Dembkoski reported it was a very dire meeting and that the State is predicting state aid to be three to four times worse than the 2008 recession because their revenue is expected to be down quite a bit due to loss of lottery and meals tax revenue. The state is recommending a 10 to 40 percent cut on state aid and they are still working on what to cut. Ms. Dembkoski still recommends staying the course and going forward with the budget. The State is not expecting to have a budget for quite a while yet.

DISCUSSION & POSSIBLE VOTE:

- Colin Stokes, Water/Sewer Superintendent to discuss a possible sewer easement at Center Street.

Mr. Stokes was present and addressed the Board and explained the request for the sewer easement across the Center Street property to complete easements that they already have on either end for potential future sewer expansion. Rebecca Oldham, Town Planner joined the meeting via phone and explained the need for the easement to be put in place before the Conservation restriction is recorded.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to grant the Water and Sewer Department the easement through the GM2 Easement Plan dated 5-26-2020 to ensure that in the future the Sewer Department is able to provide sewer service to other areas of the town. Voted: 4-0-0.

- Town Meeting – quorum requirements: Consideration of possible temporary adjustment of quorum requirements under Article II of the General Bylaws, if applicable, to the upcoming June 22nd Annual Town Meeting, as may be permitted under pending state-wide legislation. A vote will be taken to lower any applicable quorum requirement for this Town Meeting only, after consultation with and approval of the Moderator on Thursday, June 11, 2020.

- Review articles that are deemed necessary

Ms. Dembkoski reported that the Governor signed this into law on Saturday and there is a requirement that a vote could not be taken to lower the quorum without a seven day posting notice which the town did last week and has now met that requirement and Ms. Dembkoski recommended the Board discuss this tonight and come up with a proposal to submit to the Moderator who must then approve it and then the Board can then formally vote to accept this Thursday night. It has been proposed to take the articles out of order and take up the financial articles first. The Board discussed their preferences and determined fifty was a reasonable number for a quorum.

A motion was moved by Selectman O'Neil and seconded by Selectman Watson to recommend lowering the quorum for this year's Town Meeting only to 50. Voted: 4-0-0.

Ms. Dembkoski noted that there was no need to review articles that are deemed necessary because it is not in the final Legislation.

- Discussion / Approval of 1/12th Budget

Ms. Dembkoski provided numbers and noted that the Town is allowed to have an estimated budget for one month. This is strictly a contingency in case the town does not get a quorum at Town Meeting.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve the recommended 1/12th budget. Voted: 4-0-0.

- Comcast Contract Renewal

Ms. Kastrinelis asked how customer complaints are handled when they are submitted to the Cable Advisory Committee. The Board had discussion but did not believe that complaints were not being forwarded Comcast or to the Board of Selectman per the contract.

VOTES OF THE BOARD:

- Approve the Police Chief's surplus request of a 2007 Nissan Murano
A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve the Police Chief's surplus request of a 2007 Nissan Murano. Voted: 4-0-0.
- Accept the resignation of Steve Collins, Highway Laborer, effective June 1, 2020
A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to accept the resignation of Steve Collins, Highway Laborer, effective June 1, 2020. Voted: 4-0-0.
- Approve amended Liquor License for Pub97 to allow outdoor consumption
A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve the amended Liquor License for Pub97 to allow outdoor consumption. Voted: 4-0-0.

FINANCE DIRECTOR'S TIME:**Ms. Dembkoski reported:**

- Bagnall School reached out and they are planning to tentatively hold a parade for sixth graders.
- There have been questions regarding yard sales, the Board will not allow them until further notice.
- Reviewed the June 15th Election procedures. A formal press release will follow.

SELECTMEN'S TIME & REPORTS:

Selectman Watson: asked about the new boat docks; Ms. Dembkoski reported they are expected soon. Asked about the job posting for the resignation of Steve Collins; according to Ms. Dembkoski reported that it was posted.

Selectman O'Neil: The High School Building Committee meeting will be tomorrow – this project is on time and on budget. Thanked all of the essential workers.

Selectman Kastrinelis: attended a peaceful protest today that was organized by young adults in town against racism.

OLD OR UNFINISHED BUSINESS:

Selectman O'Neil asked about Perry Park.

CORRESPONDENCE:

- Minutes from June 1, 2020
- Mosquito Control Planning and Activities
- Letter regarding Groveland Surficial Gasoline Spill on May 26, 2020

ADJOURNMENT:

A motion was moved by Selectman O'Neil and seconded by Selectman Watson to adjourn the meeting at 7:06 pm. Voted: 4-0-0.

Respectfully submitted,

Katherine T. Ingram

The next regularly scheduled meeting of the Board of Selectmen will be Monday, June 22, 2020 at 6:30 P.M. at Bagnall School.