

*Approved Minutes
BOS meeting 8.2.2021
Unanimous Vote*

BOARD OF SELECTMEN
MEETING MINUTES
Monday, March 15, 2021
Groveland Town Hall Meeting Room
183 Main St, Groveland, MA 01834

TOWN OF GROVELAND
2021 AUG -4 PM 12:13
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 will take place without any public present, but we will make every effort to ensure the public can adequately access the proceedings in real time.

This meeting was broadcast live on Groveland Public Access, Channel 9, as well as through Zoom.

Members of the public are asked to send written comments to kworden@grovelandma.com or submit questions through the Zoom chat window.

PRESENT: Chair Wood, Selectmen Naves, Watson, Kastrinelis, O'Neil.

ALSO PRESENT: Kevin Paicos, Interim Finance Director.

CALL MEETING TO ORDER: Chair Wood called the meeting to order at 5:30 pm.

EXECUTIVE SESSION:

1. Pursuant to M.G.L. Chapter 39, §23B (3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position.
2. Pursuant to G.L. c. 30A, § 21(a)(7) "[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements" ("Purpose 7"), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g). (Votes may be taken)

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to adjourn the Open Session into Executive Session to return to Open Session.

Roll Call Vote: Watson; Yes, O'Neil; Yes, Naves; Yes, Kastrinelis; Yes, Wood; Yes.

RECONVENE TO OPEN SESSION: the time was not noted.

PUBLIC COMMENT: None.

APPROVE WARRANTS:

PW # 21-37 \$162,339.25

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve Warrant PW # 21-37 in the amount of \$162,339.25. Voted: 5-0-0.

BW # 21-37 \$370,696.92

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve Warrant BW # 21-37 in the amount of \$370,696.92. Voted: 5-0-0.

21-37 Bills Warrant Breakdown:

Town:	\$ 120,472.36
W/S:	\$ 18,318.98
Payroll Withholding:	\$ 24,959.21
Health Insurance:	\$
Light Bills:	\$ 87,921.04
Grants & Revolving:	\$
Chapter 90:	\$
Pentucket Assessment:	\$
Whittier Assessment:	\$
Essex Assessment:	\$ 89,542.00
Capital:	\$
Debt:	\$
Grants:	\$ 29,483.33
Wastewater Haverhill	\$

APPOINTMENTS:

- Appointment of Thomas Tombarello Jr to the position of Electrical Inspector Effective 3/10/2021 until June 30, 2021.

A motion was moved by Selectman Naves and seconded by Selectman Watson to appoint Thomas Tombarello Jr to the position of Electrical Inspector Effective 3/10/2021 until June 30, 2021. Voted: 5-0-0.

The Board was looking for the email in the packet and Katheryn printed a copy for the Board to review.

DISCUSSION & POSSIBLE VOTE:

- Town Government Study Committee – John Christopher joined the meeting via Zoom. Chair Wood noted that there is a document in the packet that offers a simplified approach. Mr. Christopher reported that due to conflict with the proposed bylaw it is being recommended to put the bylaw on hold and move forward with two warrant articles at Town Meeting.

1. Allow the BOS to appoint a Town Administrator.

2. Petition the Legislature to repeal the Finance Director Bylaw.

This will move the hiring process along and once someone is appointed, the job description can be built to suit the needs of the Town.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to add an article to the Town Meeting Warrant to appoint a Town Administrator under Chapter 41 Section 23A. Voted: 5-0-0.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to add an article to the Town Meeting Warrant to repeal the Finance Director Bylaw 2-36A. Voted: 5-0-0.

- COVID Discussion:
Deborah Kadar-Hull, BOH Chair was present and addressed the Board. There are 17 active cases in town currently. Selectman O'Neil wanted to ensure that the message gets out to every eligible resident on how to get registered for a vaccine.

- Field Use
 - Permit for Washington Park GBL
Selectman O'Neil explained that Washington Park is almost exclusively used by Groveland Baseball League and they are looking for permission to begin the registration process. Mark Ringuette joined the meeting via Zoom to explain the plans to operate the program safely.
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to permit Washington Park for GBL use per their requested dates and times. Voted: 5-0-0.
 - Issue a one-day permit to PBR at the Pines for 13-year-old Tryouts
Selectman O'Neil explained that the Pentucket Babe Ruth League is looking for a one-day permit to PBR at the Pines for 13-year-old evaluations.
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to issue a one-day permit to Pentucket Babe Ruth League to use the Pines for their 13-year-old evaluations on April 3rd at 2:00 pm.
Voted: 5-0-0.
 - Permit for Groveland Youth Soccer
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to approve the permit for Groveland Youth Soccer to use Shanahan Field provided they have all their insurance certificates up to date.
Voted: 5-0-0.
 - Permit for Groveland Girls Youth Softball
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to approve the permit for Groveland Girls Youth Softball to use the softball field at the Pines April 1st – October 31st. Voted: 5-0-0.
- Groveland Housing – River Pines Roof Replacement
Kevin Paicos reviewed this grant funded project and explained that Chair Wood has to sign off on this to certify that the town does not meet federal code requiring an environmental review. This is a \$175,000 grant program which was solicited and received by the Housing Authority to replace all the rooves at the senior housing.
A motion was moved by Selectman O'Neil and seconded by Selectman Kastinelis to approve the Environmental Review for activity project that is categorically excluded subject to section 58.5 pursuant to 24 CFR, 58.35a; project name is the River Pines Roofing Project. Voted: 4-0-1. Chair Wood abstained.

A motion was moved by Selectman O'Neil and seconded by Selectman Naves to allow Chair Wood to sign on behalf of the BOS. Voted: 4-0-1. Chair Wood abstained.
- Budget Discussion
Current Status of FY '22 Proposed Budget
Mr. Paicos reported that the FY 22 budget looks good; assessments went down, and the Governor's Cherry Sheet numbers are favorable; there is an increase in local unrestricted aide. Per Mr. Paicos, there is about a \$250,000 surplus in revenue over expense.

Selectman O'Neil stated he was skeptical because two meetings ago, according to Mr. Paicos things did not look so good. Mr. Paicos promised to share his back up information

that he used to prepare the document the Board is reviewing tonight. Selectman Kastrinelis agreed with Selectman O'Neil's concern and asked Mr. Paicos to correct a couple of items and asked to see more detail and Mr. Paicos responded all the details are in the budget book. By the next meeting on March 29th the town should have a clear picture of what the budget looks like, with the exception of a couple of items that will be forthcoming. Regarding the Conservation Agent position, Rebecca Oldham reported that she came up with a plan to add responsibilities to the position to assist the new combined department and the position will be more of an Environmental Planner versus a Conservation Agent only.

- **CPC Budget and Requests**

Mike Dempsey joined the meeting and addressed the Board. He reported that Groveland received \$224,230 this year which is 65.3 % and was the 22nd highest in the state. There is currently \$2,082,000 in the CPC account. Mr. Dempsey reviewed several CPC requests with the BOS. Rebecca Oldham was present and discussed an affordable home program that would be managed by the Housing Authority.

A motion was moved by Selectman Watson and seconded by Selectman Naves to approve items 2-7 of CPA projects for the upcoming Town Meeting Warrant.

Voted: 5-0-0.

- **Summer Recreation Program Summer schedule (Matthew Castonguay, Director)**

Matt Castonguay joined the meeting via Zoom. The state has not officially come out with guidelines for summer camps. Mr. Castonguay is in favor of offering a program this summer and would like to move forward with plans to open this up to Groveland residents for the time-being. There are generally 150 kids present each day. A final decision needs to be made by May 10th.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to open up the Groveland Summer Programming for sign up for Groveland residents only with a final determination to be made at the May 10th BOS meeting. Voted: 5-0-0.

- **Town Meeting Planning Discussion**

- **Vote to Close the Warrant**

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to close the warrant. Voted: 5-0-0.

- **Vote to Move the Annual Town Meeting to outside location in May**

Kevin Paicos explained that holding TM outside is a significant logistical event and he recommended holding this inside on Monday, May 17th or 24th.

A motion was moved by Selectman Naves to move the Town Meeting to , Monday, May 24, 2021 at 7:00 pm inside the Bagnell School.

Voted: 5-0-0.

- **11 Pond Street Unsafe Abandoned Property**

Mr. Paicos explained that the structure is unsafe and unsecure and there is no way to secure it. The land owner cannot be located, taxes have not been paid in over a decade and the property is in tax title. The Town of Groveland does not own this property. Selectman Kastrinelis asked for Town Counsel to take a look at this.

A motion was moved by Selectman O'Neil and seconded by Selectman Naves to appoint a Board of Survey to review the conditions of the structure at 11 Pond Street as an unsafe, abandoned property . Voted: 5-0-0.

- Groveland Congregational Church approval to have a Palm Sunday Car Parade after services 11:30 am 3/28/21

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve the Groveland Congregational Church Palm Sunday Car Parade after services at 11:30 am on 3/28/21. Voted: 5-0-0.

- USGS Water Quality Study – Use of the Boat ramp and waiving the fee for Boat ramp access
Mr. Paicos reported that the state is doing some analysis work and need a place to put their boat. It is being recommended not to charge them.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to waive the boat ramp fee for the USGS Water Quality Study. Voted: 5-0-0.

APPROVE MINUTES:

- Approval of BOS minutes February 16, 2021

A motion was moved by Selectman O'Neil and seconded by Selectman Naves to approve the BOS minutes from February 16, 2021. Voted: 5-0-0.

- Approval of Minutes from Executive Session Meeting: February 16, 2021

A motion was moved by Selectman Watson and seconded by Selectman O'Neil to approve the BOS Executive Session minutes from February 16, 2021. Voted: 5-0-0.

- Release of Minutes from Executive Session Meeting: February 16, 2021

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to release the BOS Executive Session minutes from February 16, 2021. Voted: 5-0-0.

- Approval of Minutes from Executive Session Meeting: March 1, 2021

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve the BOS Executive Session minutes from March 1, 2021. Voted: 5-0-0.

- Release of Minutes from Executive Session Meeting: March 1, 2021

A motion was moved by Selectman O'Neil and seconded by Selectman Naves to release the BOS Executive Session minutes of March 1, 2021. Voted: 5-0-0.

- Approval BOS minutes: March 1, 2021

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve the BOS minutes from March 1, 2021. Voted: 5-0-0.

OLD BUSINESS:

- Finance Director Hours/Contract Provisions
- Administrative Coordinator Hours

Mr. Paicos noted a detailed memo that he shared with the Board regarding the work he has been doing and it has become quite apparent to him in the last couple of weeks that it will be necessary to spend 30 – 40 hours per week due to all of the work to get ready for

Town Meeting and asked the Board to recognize this and pay him for the work beyond his contracted 19 hours per week until Town Meeting when it can then be revisited. If the hours will not be paid, Mr. Paicos will only work the contracted hours.

Mr. Paicos explained that part of the reason he is spending so much extra time is because there are many things that could be handled more efficiently with extra help from the Administrative Coordinator and asked that the hours be increased to 25 hours up until Town Meeting. The current 19 hours per week is not enough time especially with Town Meeting coming up. Mr. Paicos has included in the FY22 budget an increase to the position to 25 hours.

Selectman Watson agreed with increasing the Administrative hours until Town Meeting because work needs to get done and we are not paying Mr. Paicos to do clerical things. Selectman Watson spoke against losing Mr. Paicos and agreed he should be compensated for the time he puts in.

Selectman Kastrinelis noted that we voted a balanced budget this year and when people left decisions were made. Selectman Kastrinelis also did not agree with openly discussing a contracted employee in open session when other contracted employees meet in executive session; she asked for Town Counsel to review this. Selectman Kastrinelis also had concerns about not knowing where the money was coming from.

Selectman Naves felt it would be tough to put this request off and agreed the Administrative hours should be increased and she should be doing the BOS minutes.

Chair Wood stated that it seemed Mr. Paicos was giving the Board an ultimatum when the 19 hours was agreed to back in November and could not understand why this was just being addressed and had not already been discussed with the Board. Mr. Paicos noted all of the free work he has been doing and has been providing the Board with spreadsheets and was upset that not one Board member took note of that. Selectman Kastrinelis recommended an Executive Session to discuss this.

Selectman O'Neil felt this could be a blank check because we do not know how much money this is going to cost and is not comfortable with this. Mr. Paicos responded that it will take up to 40 hours, although his memo might not have stated that he felt it was implicit and noted he is not asking for anything extraordinary and asked the Board to treat him fairly. Selectman O'Neil felt that there was not enough time to consider this tonight.

A motion was moved by Selectman Naves and seconded by Selectman Watson to remove the 19-hour cap and pay Mr. Paicos for 30 hours per week through town meeting and to increase the Administrative Coordinator hours to 25 hours through Town Meeting. Voted: 3-2-0. Selectman O'Neil and Kastrinelis voted against.

VOTES OF THE BOARD: None.

FINANCE DIRECTOR'S TIME: None.

SELECTMEN'S TIME & REPORTS:

Chair Wood: Comcast Contract – the final contract is almost done.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:

Cable purchase: there is a submission from the cable department to upgrade equipment at Bagnell for Town Meeting. The money will come out of the Cable Access revenue. The expenses are authorized but come under the direction of the BOS.

A motion was moved by Selectman Watson and seconded by Selectman Naves to approve the cable request of \$11,540. Voted: 5-0-0.

CORRESPONDENCE:

- massDOT Chapter 90 FY21
- KP Law Fee increase
- Resignation of the Electrical Inspector Zavin Gostanian effective 3/11/2021

ADJOURNMENT:

A motion was moved by Selectman Watson and seconded by Selectman Wood to adjourn the meeting at 8:50 pm. Voted: 5-0-0.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, March 29, 2021.

Respectfully submitted,

Katherine T. Ingram