

BOARD OF SELECTMEN
MEETING AGENDA
Monday, May 11, 2020
Groveland Town Hall
183 Main St, Groveland, MA 01834

TOWN OF GROVELAND
2020 SEP 30 PM 5:07

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, Stephanie Bartelt, Bill Daley, Karen Lebel, and Steve Bigley from Verizon

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 4:33 pm.

APPROVE WARRANTS:

PW # 20-45 \$ 162,152.08

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve Warrant PW # 20-45 in the amount of \$ 162,152.08. Voted: 4-0-0.

BW # 20-45 \$ 1,147,183.60

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve Warrant BW # 20-45 in the amount of \$ 1,147,183.60. Voted: 4-0-0.

20-45 Bills Warrant Breakdown:

Town:	\$ 24,704.35
W/S:	\$ 7,430.62
Payroll Withholding:	\$ 44,317.87
Light Bills:	\$ 219,450.58
Grants & Revolving:	\$ 18,875.23
Pentucket Assessment:	\$ 822,041.75
Capital:	\$ 7,475.12
Chapter 90:	\$ 2,888.08

APPOINTMENTS:

Appointment of Matthew Guy, 4 Wharf Drive, Groveland to the Zoning Board of Appeals through June 30, 2021.

This will fill the Zoning Board of Appeals.

A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to appoint Matthew Guy, 4 Wharf Drive, Groveland to the Zoning Board of Appeals through June 30, 2021. Voted: 4-0-0.

5:30 P.M. - PUBLIC HEARING

- Verizon New England, Inc. & Groveland Municipal Light Department – requesting permission to relocate one (1) pole, wires, cables, and fixtures, including anchors, guys and other such necessary sustaining and protecting fixtures, on the northerly side of Main Street to accommodate new construction.

At 5:30 pm Chair Wood read the official Public Hearing notice:

A motion was moved by Selectman Kastrinelis to open the Public Hearing at 5:30 pm.

Roll call vote: Watson – yes, O’Neil – yes, Wood – yes, Kastrinelis – yes.

There was no public comment.

Steve, the representative for Verizon attended the meeting via phone.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O’Neil to grant permission to Verizon to relocate one pole on Main Street, JO Pole P1/104 approximately 12 feet westerly from its existing location to the northerly side of Main Street.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O’Neil to close the Public Hearing.

Roll call vote: Watson – yes, O’Neil – yes, Wood – yes, Kastrinelis – yes.

DISCUSSION & POSSIBLE VOTE:

- **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 7 additional cases this week. Ms. Walsh reviewed her process when communicating with people in Groveland that have tested positive or have been in contact with anyone that has tested positive – she reviews medical history, who they have been exposed to and expectations under a quarantine. Being quarantined means that people should stay home and not be out and about. Joe is checking establishments to make sure employees are taking precautions.

Ms. Dembkoski urged the Board to consider canceling the upcoming Memorial Day Services as well as cancel summer programs – she wants to give parents time to make alternate arrangements. Chair Wood thought recording a video to honor Veterans would be a responsible solution to holding any Memorial Day event. Selectman Watson wanted to wait to see what the Governor would say next week. Selectman O’Neil encouraged a decision tonight. Selectman Kastrinelis would like to err on the side of caution and would like the video to run on Memorial Day. Ms. Walsh agreed that we need to be safe and does not see much changing in the next several weeks. Chair Wood will work with the cable tv staff to create the video tribute.

A motion was moved by Selectman O’Neil and seconded by Selectman Kastrinelis that for the 2020 Calendar year summer programs are suspended due to the circumstances that we are in and safety concerns for children and staff. Voted: 4-0-0.

A motion was moved by Selectman O’Neil and seconded by Selectman Kastrinelis that the 2020 Memorial Day gathering is suspended due to the current circumstances that we are in and have a video presentation in lieu of to honor our fallen heroes. Voted: 4-0-0.

- **Cable Discussion**

Selectman Kastrinelis asked about the contract and was informed by Ms. Dembkoski that Comcast priorities have changed due to COVID and contracts have been put on hold. Selectman Kastrinelis would like to have any purchases in the future brought before the Board of Selectman in order to track funding and would like to have the Finance Director create the scheduling of who will record future Board of Selectman meetings. Selectman O’Neil asked to have Chris coordinate the scheduling since he is being paid. There were questions and discussion regarding the job description for Chris and it was unclear how he was originally appointed and what his responsibilities are. Ms. Dembkoski will provide draft job descriptions and the Board will discuss this again.

A motion was moved by Selectman Watson that Chris, the Cable Technician be emailed the schedule of upcoming meetings and have him schedule the recording of meetings. There was no second, so this motion did not carry.

- **Continued discussion regarding Sewell Street Filling Project**

Bill Dailey joined the meeting via phone. He reviewed the guidelines and process for overseeing a filling project. Approximately every three loads are tested at the site however there is testing of

materials at the facility where it is stored before being delivered to the project site. All plans can be found on the Zoning Board website.

- Ratification of Finalized Union Contracts
 - Police Officers
 - Dispatchers
 - Highway Laborers (if applicable)
 - Water & Sewer Laborers (if applicable)

Ms. Dembkoski noted that all four of the unsettled contracts have accepted the one-year contract at a 2% COLA.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to ratify the union contracts for the Police Officers, Dispatchers, Highway Laborers and Water & Sewer Laborers for one-year with a 2% COLA. Voted: 4-0-0.

BUDGET & TOWN MEETING WORKSHOP: (Votes may be taken)

- Finalize Fiscal Year 2021 Budget requests

Ms. Dembkoski noted that the Finance Committee made most of their recommendations with the exception of contract ratifications and are meeting Wednesday to finalize their recommendations. Town Meeting is still scheduled to be held on June 8, 2020. The quorum could be lowered. Safety will be a priority and masks will be provided and chairs will be spaced out. Ms. Dembkoski would like to remain conservative going into the new budget year and only purchase items when absolutely necessary. State Aid is uncertain at this time, numbers are not likely to be known until at least September. The Board reviewed the budget spreadsheet.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to accept Article 39 where it exists the Finance Board recommended amounts for the Omnibus items and where the Finance Board has not taken action to accept the Finance Directors recommended amounts that are in compliance with the contracts. Voted: 4-0-0.

- Finalize Town Meeting Warrant

The Board has already voted on a number of Articles and have a few remaining to approve.

Article 6 and 7 which have to do with the Assessors office.

- Questions from Dana Moody, Assessor

Selectman Kastrinelis spoke about her conversation with Dana Moody, Assessor who asked if they are looking to change or take away the responsibilities of the person in the Assessor's Office. The answer is no. The number of hours will be changed to thirty hours, the functions of the position will remain the same and there will be oversight and support provided by the Finance Department. The Board of Assessors will continue to meet and remain independent.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to move favorably on Article 6. Voted: 4-0-0.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil for favorable action on Article 7. Voted: 4-0-0.

Article 19 will be removed and anything after will be renumbered.

Article 37 has to do with the ratified contracts already approved tonight.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis for favorable action on Article 37. Voted: 4-0-0.

Article 38 and 39 Water and Sewer articles.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil for favorable action on Articles 38 and 39 to include the 2% increase that was ratified tonight. Voted: 4-0-0.

VOTES OF THE BOARD:

- FY2020 Year-End Transfers

Ms. Dembkoski reviewed the transfers. Money is being transferred to cover office supplies, postage expenses, poll workers, Conservation expenses, ZBA Admin., repairs and maintenance expense line, health insurance, highway fuel, trash, and debt service administration fee. There is still some money remaining in other line items to cover unexpected things.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve the general fund transfers as presented in the amount of \$89,400. Voted: 4-0-0.

FINANCE DIRECTOR'S TIME: none**SELECTMEN'S TIME & REPORTS:**

Selectman Kastrinelis: Reached out to Mike Dempsey to talk about loss of revenues for the rental properties and would like to formally discuss this to make sure the bills can be paid, and the buildings are able to be maintained. Would like to have the Housing and HUD paperwork discussion on the next business agenda to attempt to complete this.

Selectman O'Neil: Acknowledged and thanked the front-line workers during the pandemic. Acknowledged the town residents for their support of the composting event which went well. The High School Building Committee had the 90 percent reconciliation and they came in under budget and they will review if there are things that have been taken out that can perhaps be put back in.

Selectman Wood: Answers to questions regarding tonight's decisions will be listed on the Groveland website.

OLD OR UNFINISHED BUSINESS: none**CORRESPONDENCE:**

- E-Mail regarding Memorial Day Services
- E-Mailed correspondence from Dan and Paul Kinch
- Anonymous letter regarding Perry Park

ADJOURNMENT:

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to adjourn the meeting at 7:07 pm. Voted: 4-0-0.

Respectfully submitted,

Katherine T. Ingram

The next meeting of the Board of Selectmen will be Monday, May 18, 2020 at 4:30 P.M.