

BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, May 26, 2020  
Groveland Town Hall  
183 Main St, Groveland, MA 01834

TOWN OF GROVELAND  
2020 SEP 30 PM 5:07  
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. Those participating via Zoom were: Jason Naves, Mike Dempsey, 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 was delayed; Selectman O'Neil 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 # 20-47 \$ 163,650.24

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve Warrant PW # 20-47 in the amount of \$ 163,650.24. Voted: 3-0-0. Selectman Wood was not present to vote.

BW # 20-47 \$ 594,473.10

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to approve Warrant BW # 20-47 in the amount of \$ 594,473.10. Voted: 3-0-0. Selectman Wood was not present to vote.

**20-47 Bills Warrant Breakdown:**

Town:	\$ 129,285.46
W/S:	\$ 56,205.60
Payroll Withholding:	\$ 23,541.94
Light Bills:	\$ 338,004.96
Grants & Revolving:	\$ 47,435.14 (per Ms. Dembkoski, \$45,000 was refunded for summer recreation programs)

Chairman Wood arrived at 4:45pm.

**DISCUSSION & POSSIBLE VOTE:**

• COVID-19 DISCUSSION

- Any concerns, policies, or protocols with regards to the Coronavirus Public Health Nurse, Claire Walsh and Deb from the Board of Health were present and addressed the Board. Numbers were up slightly last week but the numbers are back down. We are down to seven quarantined homes. There is one positive case in a week. All of the cases are down in Essex County and we are going in the right direction. The public is

reminded to wear masks and keep social distancing. The Board of Health has to follow the guidelines set forth by the State. Ms. Dembkoski shared guidelines regarding the Governors Four Phased Opening Plan and recommended the steps that the town take to begin opening. The parks can be open during Phase 1 for walking only with no parking. The Town is limited to “police the parks” and enforce the guidelines that will be in place. The Board could make things more restrictive but cannot allow anything to open until the Governor allows it under the Phased Opening Plan. Phase 2 is expected to start on June 8<sup>th</sup>, but this could be delayed. Ms. Dembkoski would like to have guidelines in place for employees so they know when it is anticipated that they will return to work. Obtaining supplies such as, hand washing stations, has proved difficult as they are not available, but these will be tied to things being re-opened so this could delay opening because the guidelines cannot be met.

A motion was moved by Selectman Kastrinelis and seconded by Selectman O’Neil that passive recreation such as walking around the parks is allowed but there will be no use of athletic equipment or fields allowed and the barricades will remain in place. Social Distancing and wearing a mask rules will apply. Voted: 4-0-0.

- Hours for the Town Election

Selectman Kastrinelis recused herself.

Town Clerk, Beth Cunniff was present and addressed the Board regarding the upcoming election. She reported that many election workers and voters were uncomfortable with going to the polls and she asked that the voting hours be reduced to Noon – 8:00 pm. It was noted that many voters are requesting mail in ballots. Selectman Watson did not agree with cutting the hours; voters know the normal hours are open from 7:00 – 8:00 pm and he does not want to see one voter unable to vote because they did not know the hours of the polls had been reduced. Selectman O’Neil agreed that we do not want to disenfranchise any voters but noted that this is not a typical election with everything going on and felt noon – 8:00 was a good solution and encouraged voters that may not be able to vote in person to vote by mail. Ms. Dembkoski will put out a formal press release on the website, Facebook, etc.

A motion was moved by Selectman O’Neil and seconded by Selectman Wood that due to the unusual circumstances that we find ourselves in this year that the election hours be adjusted to be open from noon – 8:00 pm. Voted: 2-1-0. Selectman Watson voted against.

- Town Meeting Logistics

Ms. Dembkoski reported there was not much new, still waiting for the Legislature to change the quorum requirement. Currently the quorum is 100 people; Ms. Dembkoski was concerned that 100 people may not show up. The other option would be to move Town Meeting to June 22, 2020; this would be closer to Phase 3 if all goes well. This warrant will be posted tomorrow.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to move the Annual Town Meeting to June 22, 2020. Voted: 4-0-0.

- Groveland Housing Authority Environmental Review and Sign-off

- Chairman Wood’s completion certificates

Joe Hart, the Executive Director of the Groveland Housing Authority joined the meeting via phone and addressed the Board. Both Chair Wood and Selectman Kastrinelis submitted completed certificates for the Environmental Review required training. Selectman Watson had submitted his certificate previously. Chair Wood recommended that Selectman Kastrinelis be the signatory on this document (CEST) as she has been more involved with Joe Hart.

A motion was moved by Selectman Wood and seconded by Selectman O’Neil that Selectman Kastrinelis be the responsible entity on this document as she has more in-depth knowledge. Voted: 4-0-0.

Selectman Kastrinelis signed the document.

- Continued discussion regarding Sewell Street Filling Project
  - BOS conditions/recommendations on the project
 

Chair Wood noted that the Board had a couple of documents before them; one from the Conservation Commission with requested guidelines as to what they would be looking for regarding the Sewell Street Filling Project. The Board of Selectman has to provide DEP with conditions or recommendations regarding the project by tomorrow. The Board reviewed documents from the first phase of filling and Chair Wood noted that the Conservation requests are similar to the first phase with additional conditions this time around. Ms. Dembkoski was not sure that all of these conditions could be met but encouraged the Board to send it off to DEP and let them tell us if there are things that cannot be done due to conflict with existing regulations. Per the Board, Ms. Dembkoski will send the general recommendations from January 9, 2018 along with the Conservation Commission requests to DEP tomorrow for review. Mike Dempsey, Conservation Commission joined the meeting by phone. He explained that one of the requests that Conservation would like to see is an additional separate \$75,000 Performance Bond to cover the entire project in addition to the current Performance Bond that is already in place which covers damage to streets.

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to inform DEP that we reaffirm the general conditions from January 9, 2018 and attach the Conservation Commission letter dated May 22, 2020 identifying the 10 items to also be considered with an addition to item #8. Voted: 4-0-0.

**VOTES OF THE BOARD:**

1. Authorize and sign \$181,685 General Obligation Bond Anticipation Note for the FY19 Capital Plan (Radios for Highway and Police, Police Cruiser, Fire EMS Vehicle, and Fire Radio System)
 

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to sign \$181,685 General Obligation Bond Anticipation Note for the FY19 Capital Plan (Radios for Highway and Police, Police Cruiser, Fire EMS Vehicle, and Fire Radio System). Voted: 4-0-0.

**FINANCE DIRECTOR'S TIME:** None.

**SELECTMEN'S TIME & REPORTS:**

**Selectman Kastrinelis:** asked for the Comcast Contract to be on the next agenda. She specifically has questions regarding resolution of customer complaints.

**OLD OR UNFINISHED BUSINESS:** None.

**CORRESPONDENCE:**

- Minutes from April 27, 2020
- Minutes from May 18, 2020
- Executive Session Minutes from May 18, 2020
- Letter from Conservation Commission regarding Oakland Terrace / 733 Salem St Development

**ADJOURNMENT:**

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to adjourn the meeting at 6:16 pm. Voted: 4-0-0.

*Respectfully submitted,*

*Katherine T. Ingram*