

BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, May 28, 2019  
Groveland Town Hall  
183 Main St, Groveland, MA 01834

TOWN OF GROVELAND

2019 JUN 25 PM 1:57

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 thanked everyone who turned out for Memorial Day. He also thanked Larry Kelly for the donation to the Pines and also to the people who have sponsored signs at the Pines.

**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 # 19-47 \$ 161,796.07

A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to approve PW #19-47. Voted 5-0-0.

BW # 19-46 \$ 271.00

A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to approve PW #19-46. Voted 5-0-0.

BW # 19-47 \$ 987,105.46

A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to approve BW #19-47. Voted 5-0-0.

**19-47 Bills Warrant Breakdown:**

Town: \$ 128,144.62

Debt Payments: \$ 265,000.00

W/S: \$ 170,586.26

Payroll Withholding: \$ 6,057.90

Light Bills: \$ 329,013.15

Grants & Revolving: \$ 83,620.98

Capital: \$ 4,682.55

**APPOINTMENTS:**

Appointment of Laurie LeBlanc, 10 Madison Avenue, Groveland, to the position of Registrar through June 30, 2019.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Wood to appoint Laurie LeBlanc, 10 Madison Avenue, Groveland, to the position of Registrar through June 30, 2019. Voted 5-0-0.

Appointment of Lynn Pappas, 34 Center Street, Groveland, to the Historical Commission through June 30, 2021.

A motion was moved by Selectman Watson and seconded by Selectman Wood to appoint Lynn Pappas, 34 Center Street, Groveland, to the Historical Commission through June 30, 2021. Voted 5-0-0.

Appointment of Dr. Dael Angelico-Hart, 271 Main St, Groveland, to the Historical Commission through June 30, 2020.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Watson to appoint Dr. Dael Angelico-Hart, 271 Main St, Groveland, to the Historical Commission through June 30, 2020. Voted 5-0-0.

**DISCUSSION & POSSIBLE VOTE:**

- Representative Lenny Mirra to discuss the plans regarding the combined sewer overflow (CSO) and what it means to residents who put their boats in the river

Representative Lenny Mirra addressed the Board and reviewed an EPA handout that he provided to the BOS and explained that there is raw sewage in the river at certain times and he wants the Public to be aware of this. This is not a new issue and has been going on awhile. He also reviewed a handout highlighting several bills that are in the works to address the issue. The first and most important step right now is notifying the public. Resolving the issue will require the Federal Government to be involved. Members of the BOS expressed concern with the proposed laws that there should be penalties to ensure compliance. Ms. Dembkoski will be attending the Merrimack Valley kick off River Task Force meeting in June and will report back to the BOS.

- Matt Castonguay to discuss the upcoming Summer Program  
Mr. Castonguay addressed the Board and provided a copy of the brochure outlining upcoming summer programs which will run June 24<sup>th</sup> through August 9<sup>th</sup>. The onsite administration team is the same as last year and there are many previous staff members returning. There are very minimal increases and the programs remain affordable. They will be able to offer 6-8 scholarships to families thanks to leftover funds. The BOS commended Mr. Castonguay for the great work his team does to support the youth in town.
  - Appointment of Summer Program employees  
A motion was moved Selectman Kastrinelis and seconded by Selectman Wood to appoint the summer staff as presented for the 2019 Bagnell Groveland Summer Recreation Program. Voted 5-0-0.
- Michael Nelligan and Kyle Warne, from Powers & Sullivan to present the FY18 Audit findings  
Mr. Nelligan and Mr. Warne addressed the Board and Mr. Nelligan commented that things went very smoothly this year. Things are reconciled on a timely basis and staff provided everything that was asked for during the Audit. Mr. Nelligan highlighted some of the items in the Management Report. Nothing unusual was discovered. Selectman Kastrinelis commended Ms. Dembkoski for bringing financial stability to the Town and had questions about the retirement liability. Selectman Wood and Selectman O'Neil agreed that Ms. Dembkoski and her staff are doing a great job and have really turned things around. One of the recommendations was for each department to document their internal procedures and create policies.
- Fire Chief hiring process  
Ms. Dembkoski reached out and has four local fire chiefs who are available and willing to help with a screening committee to hire a Fire Chief. Ms. Dembkoski would like to serve on the committee along with the Police Chief and the Building Inspector. Selectman Watson did not see the value of having the Police Chief and the Building Inspector on the committee. Selectman Kastrinelis deferred to the Fire Chief report that recommended having outside input; she agreed with also having Ms. Dembkoski and the Police Chief on the committee. There are twelve candidates for the position. Selectman Wood would rather avoid having multiple interviews when the first screening committee could include the Building Inspector, Ms. Dembkoski and the Police Chief. Ms. Dembkoski envisions having a screening committee meeting to review the resumes and narrowing it down to interview a handful and secondly the committee will come up with a list of questions and then will schedule initial interviews with final interviews of three or four candidates before the BOS. The BOS discussed input from the Fire Department and how much they would be allowed to be involved in the process.  
A motion was moved by Selectman O'Neil and seconded by Selectman Watson to form a screening committee consisting of the four Fire Chiefs, Ms. Dembkoski, the Police Chief and the Building Inspector. Voted 5-0-0.

#### **VOTES OF THE BOARD:**

- Minutes from April 1, 2019  
A motion was moved by Selectman Watson and seconded by Selectman O'Neil to approve the minutes from April 1, 2019. Voted 4-0-1. Selectman Kastrinelis abstained.

- Minutes from April 8, 2019  
A motion was moved by Selectman Watson and seconded by Selectman O'Neil to approve the minutes from April 8, 2019. Voted 4-0-1. Selectman Kastrinelis abstained.
- Minutes from April 16, 2019  
A motion was moved by Selectman Watson and seconded by Selectman O'Neil to approve the minutes from April 16, 2019. Voted 4-0-1. Selectman Kastrinelis abstained.
- Minutes from April 29, 2019  
A motion was moved by Selectman Watson and seconded by Selectman O'Neil to approve the minutes from April 29, 2019. Voted 4-0-1. Selectman Kastrinelis abstained.
- 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 Kastrinelis and seconded by Selectman Wood to 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). Voted 5-0-0.

The Board signed the notes.

#### **SELECTMEN'S TIME & REPORTS:**

- Selectman Wood: none
- Selectman O'Neil: Commended the Pentucket Girls Soccer team who cleaned up along the River at the Pines. Asked who would provide a flag for the pole by the fields and Ms. Dembkoski responded that she has a flag and she will have the Police put one up there. Asked about the stalls; we are still waiting on them. Reported on a meeting of the School Building Committee and the schedule.
- Selectman Dunn: Talked with the Highway Supervisor and the Police Chief about opening and closing the bathrooms. Ms. Kastrinelis asked for this to be added as a future agenda item and Chair Dunn asked the other members to think about opening and closing the bathrooms. Would like to add the Personnel Bylaw to an upcoming agenda. The Personnel Bylaw Committee will be invited to the July 8, 2019 meeting. Selectman Kastrinelis asked for the document to review; Ms. Dembkoski will forward it to her.
- Selectman Watson: People have asked when the taxes are expected to increase for the schools; Ms. Dembkoski responded it is anticipated for January 2021 tax bill and will incrementally add on over the next few years.
- Selectman Kastrinelis: Asked about the order of approving minutes and would like to see them moved up to the beginning of the meeting and requested that visitors sit down in front of the BOS at the table rather than using the podium. The BOS agreed to have presentations on the agenda done at the table and will still use the podium for visitors. Asked about setting goals for FY2020 the BOS; this will be added to the next meeting agenda.

#### **OLD OR UNFINISHED BUSINESS:**

- Ms. Dembkoski discussed the rowing group. The group has been meeting since last year. They did not qualify for grants that were available and the group is redirecting their discussions around building the shed. State representatives have been attending the meetings. The plan is to include the Pentucket children in the fall; this will depend on having enough equipment and staff.
- Selectman Watson: brought up the conversation of the BOS visiting the Town owned buildings and asked for a list of all Town owned buildings from Ms. Dembkoski.

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

#### **FINANCE DIRECTOR'S TIME:**

- Ms. Dembkoski
  - The Town Clerks Office will be closed for training between 11-3:00 pm on June 6<sup>th</sup> and closed June 12-14<sup>th</sup> for the Town Clerks Conference.
  - The new cameras are working great. The Police have used them a few times already.

- Addressed comments from the Public towards town employees and asked them to treat the employees professionally and respectfully.

**CORRESPONDENCE:**

- Cable TV Advisory Board's Cable License Update to the Department of Telecommunications and Cable
- Minutes from May 13, 2019

**ADJOURNMENT:**

A motion was moved by Selectman Wood and seconded by Chair Dunn to adjourn the meeting at 8:42 pm. Voted 5-0-0.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, June 10, 2019 at 6:30 P.M.

*Respectfully submitted,*

*Katherine T. Ingram*

\*\*\*\* Unanimously Approved on June 24, 2019 \*\*\*\*