

BOARD OF SELECTMEN
MEETING MINUTES

Approved on November 8, 2021

Tuesday, October 12, 2021

Groveland Town Hall Meeting Room
183 Main St, Groveland, MA 01834

TOWN OF GROVELAND

2021 NOV 10 AM 9:35

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

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

PRESENT: Chair Ed Watson, Selectmen Bill O'Neil, Jason Naves, Kathleen Kastrinelis, Dan MacDonald

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

PUBLIC COMMENT:

- Scott Egan – Veasey Park
Scott Egan was present and addressed the Board regarding noise coming from Veasey Park.
Jill (wife of Scott) joined the meeting via Zoom and expressed concern as well.
Chair Watson recommended getting in touch with Mike Dempsey.
- Joe D'Amore was present and addressed the Board regarding concerns over the Finance Director Bylaw.

APPROVE WARRANTS:

22-15PW \$ 170,469.62

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve Warrant # 22-15PW in the amount of \$170,469.62. Voted: 5-0-0.

22-15BW \$1,396,192.52

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve Warrant # 22-15BW in the amount of \$1,396,192.52. Voted: 5-0-0.

22-15 Bills Warrant Breakdown:

Town:	\$ 138,429.43
W/S:	\$ 47,346.28
Payroll Withholding:	\$ 47,557.93
Health Insurance:	\$
Light Bills:	\$ 73,146.46
Grants & Revolving:	\$ 71,960.09
Chapter 90:	\$
Pentucket Assessment	\$1,017,752.33

APPROVAL OF MINUTES:

- Approval of Minutes from BOS meeting on September 13, 2021
A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve the minutes from the BOS meeting on September 13, 2021.
- Approval of Minutes from BOS meeting on September 21, 2021
A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve the minutes from the BOS meeting on September 21, 2021. Voted: 5-0-0.
- Approval of Minutes from BOS meeting on September 27, 2021
A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve the minutes from the BOS meeting on September 27, 2021. Voted: 5-0-0.

APPOINTMENTS:

- Michele Beegan of West Newbury to Town Treasurer, 30 hours a week, for \$70,000 effective 10/7/2021 thru 6/30/22:
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to appoint Michele Beegan of West Newbury to Town Treasurer, 30 hours a week, for \$70,000 effective 10/7/2021 thru 6/30/22 contingent on her acceptance of the offer. Voted: 5-0-0.
- Appointment of Eric Gorski to Reserve officer for the Groveland Police Department effective October 19, 2021
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to appoint Eric Gorski to Reserve officer for the Groveland Police Department effective October 19, 2021. Voted: 5-0-0.
- Appointment of Zachary Brown, of New Hampshire as Senior Highway Operator effective 10/25/21 for the rate of \$26.29/hour, 40 hours/week:
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to appoint Zachary Brown, of New Hampshire as Senior Highway Operator effective 10/25/21 for the rate of \$26.29/hour, 40 hours/week. Voted: 5-0-0.
- Appointment of DJ McNulty to the Associate Member position on the Planning Board effective 10/12/2021:
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to appoint DJ McNulty to the Associate Member position on the Planning Board effective 10/12/2021. Voted: 5-0-0.

DISCUSSION & POSSIBLE VOTE:

- Town Administrator Search Committee discussion:
 - Update from Joe D'Amore:
Joe D'Amore was present and addressed the Board. There are currently five members remaining on the Committee. There is a meeting tomorrow night; there are three new applicants to review.
 - Appointment of new committee members:
A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to appoint Mike Wood to the TA Search Committee. Voted: 5-0-0.
- DOR opinion on use of Stipends:
Selectman Kastrinelis referred to a DOR document regarding salaries being set by Town Meeting and noted during prior BOS meetings it has been discussed that the stipends would end when the new TA is hired. Selectman Kastrinelis is concerned with staying within budgets.
- Vote to lay out Graeme way as a Public way.
Chair Watson explained that the process starts with the BOS accepting this and then this will go before Town Meeting for approval. Rebecca Oldham was present and addressed the Board; there was a favorable vote by the Planning Board and the Highway Superintendent was in favor and there is a sign-off by the Fire Department.
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to approve the layout of Graeme Way and send this to Town Meeting for approval. Voted: 5-0-0.

OLD BUSINESS:

- Waste management Contract – Waste Zero Contract:
Selectman Kastrinelis reported that Waste Zero will be working on producing the bags and coordinating the locations to purchase the bags.
- Update on Water and Sewer & Highway Union Contract Negotiations:
Selectman Naves and Kastrinelis will be meeting on October 25th.

- **Police Union Contract review and signing:**
The Board previously approved this. The typos have been corrected. The Board signed the corrected copy.
- **Hiring of Treasurer Collector**
The Assistant Treasurer Collector position will be advertised after the job posting is reviewed.
- **Monday night hours discussion:**
Chair Watson reported that the employees are not in favor of this because they are already working their maximum hours. Selectman O'Neil asked why the hours were not returned to pre-pandemic which for some offices included Monday nights. Selectman Naves had a copy of the bylaw pertaining to this and read the bylaw to the Board. Selectman Naves recommended giving two weeks and beginning to follow the bylaw on October 25th.

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to resume the hours for the building as posted in the General Bylaw beginning October 25th.

Selectman O'Neil asked if the BOS would also return to a 6:30 pm meeting time.

A motion was moved by Selectman MacDonald and seconded by Selectman O'Neil to amend the motion to return to pre-pandemic 6:30 BOS meetings. Voted: 5-0-0.

The motion as amended passed unanimously.

- **Fall Town Meeting date and discussion**
The BOS reviewed the timeline for a STM on November 8, 2021, from the Town Clerk to prepare the warrant. Rebecca Oldham was present and asked if the STM could be held in early December to provide sufficient time to prepare for this.
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to tentatively schedule the STM for December 6, 2021, contingent on the availability of the Bagnell School.
Voted: 5-0-0.

Selectman Kastrinelis asked if Rebecca Oldham could communicate this with the town departments.

SELECTMENS TIME:

- **Selectman O'Neil:** congratulated the police department for reaching their accreditation. Asked to have a motion at the next meeting to reorganize the board.
- **Selectman Naves:** thanked Brandon the Town Administrator of Essex for speaking with him and Carol the Town Administrator in Merrimack for responding to his email.
- **Selectman Kastrinelis:** Whittier Tech will be holding an in-person open house; will forward the date.
- **Selectman Watson:** ABCC licensing has to be completed; renewal notices have to be sent out. Selectman Naves and Selectman Kastrinelis offered to coordinate to get this sorted out. Mass DOT sent information that the Community Rail Trail contract was awarded. A \$75,000 grant has been awarded for the Master Plan project. A \$435,000 grant has been awarded for the signalization of the intersection of Salem Street at School Street.

ITEMS NOT RESONABLY ANTICIPATED:

- **Town Meeting equipment purchases – Chris Liquori**
Chris joined the meeting remotely. Chris summarized the request for the Board. Chris asked for the BOS to approve this in order to move forward.
A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve the \$12,711.97 pending procurement with the exception of the tv. Voted: 5-0-0.

- Selectman Kastrinelis noted that there are 19 COVID cases which is an increase and there will need to be contact tracing. Funding through Cares Act Funding can be approved to pay up to 15 hours.
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to secure for the BOH contact tracing for 15 hours per week at \$35.00 per hour an allocation of budget through the Cares Act. Voted: 5-0-0.
- Chair Watson asked to assign someone to do the agenda for the October 25th meeting. Selectman MacDonald suggested a special meeting to discuss the duties of this position; possibly hire someone temporarily. Selectman O'Neil suggested the Chair work on the agenda. Selectman Kastrinelis suggested that the Chair talk to a temp agency. The Board discussed posting the position. Chair Watson will reach out to staff and see if any employee may be interested.

CORRESPONDENCE:

- October 4 email from Joe D'Amore regarding protocols for meetings
- Resignation of Mary Hohenstein from the Library effective 10/16/2021
- Resignation of Eric Gorski as Sergeant of the Groveland Police effective 10/18/21
- Resignation of Katheryn Worden as Admin Coordinator effective 10/18/2021
- Whitter Regional Voc Annual operation report 8.26.21
- Letter of nonrenewal of insurance for 46 Washington St from xs Brokers 9/9/21
- Memo from the Finance Board recommending DLS Financial Review dated 10/6/2021
- Memo from the Finance Board regarding FY22 Expenses dated 9/30/2021

ADJOURNMENT:

A motion was moved by Selectman MacDonald and seconded by Selectman O'Neil to adjourn the meeting at 8:07 pm. Voted: 5-0-0.

- The next regularly scheduled meeting of the Board of Selectmen will be **Monday, October 25, 2021.**

Respectfully submitted,

Katherine T. Ingram