

**BOARD OF SELECTMEN
MEETING MINUTES
Tuesday, October 13, 2020
Groveland Fire Station Meeting Room
183 Main St, Groveland, MA 01834**

TOWN OF GROVELAND

2021 JAN 26 PM 1:00

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 Michael Wood, Selectmen Jason Naves, Kathleen Kastrinelis, Bill O'Neil, and Ed Watson.

CALL MEETING TO ORDER: Chair Wood called the meeting to order at 4:32 pm. There was no public on Zoom wishing to speak.

APPROVE WARRANTS:

PW # 21-15 \$162,610.75

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approved warrant PW # 21-15 in the amount of \$162,610.75. Voted: 5-0-0.

BW # 21-14 \$4,369.72

A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approved warrant BW # 21-14 in the amount of \$4,369.72. Voted: 5-0-0.

BW # 21-15 \$1,250,592.96

A motion was moved by Selectman and seconded by Selectman to approved warrant BW # 21-15 in the amount of \$1,250,592.96. Voted: 5-0-0.

21-15 Bills Warrant Breakdown:

Town:	\$	109,413.99
W/S:	\$	65,264.33
Payroll Withholding:	\$	50,502.24
Health Insurance:	\$	0
Light Bills:	\$	78,467.06
Grants & Revolving:	\$	26,089.93
Chapter 90:	\$	0
Pentucket Assessment:	\$	920,855.41
Whittier Assessment:	\$	0
Capital:	\$	0

APPROVE MINUTES:

- Minutes from Executive Session June 24, 2020

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to approve the Minutes from Executive Session June 24, 2020. Voted: 5-0-0.

- Minutes from Executive Session August 7, 2020
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to approve the Minutes from Executive Session August 7, 2020. Voted: 4-0-1. Selectman Watson abstained.
- Minutes from Executive Session August 27, 2020
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to approve the Minutes from Executive Session August 27, 2020. Voted: 4-0-1. Selectman Watson abstained.

DISCUSSION & POSSIBLE VOTE:

- COVID Discussion
- Any updates, discussion items
Claire Walsh, Public Health Nurse was present and addressed the Board. Ms. Walsh noted that Groveland is now yellow. Chair Wood shared a letter that he received from a Groveland resident Diane Dardeno who is the BOH nurse in West Newbury; she is involved with contact tracing and expressed concerns regarding a significant delay in receiving accurate information from the Groveland BOH. Selectman Kastrinelis asked to see a copy of this letter because this is the first, she has heard of this. Ms. Dardeno knows someone who is available to help update the information into the state database (MAVEN). Ms. Walsh was aware this would be discussed tonight. Chair Wood asked if help were needed and Ms. Walsh stated yes, she could use help to update the information in MAVEN; contact tracing takes a long time. Funding could come under CARES Act. BOH will have to give the okay to support this. Chair Wood offered to send a letter to the BOH asking for their support. Selectman O'Neil was surprised that eight months into this that the Town had not put every resource into this especially given the fact that we are part of a regional school district.
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to draft a letter of support to the BOH requesting 20 additional hours for contact tracing and to quantify the hours from this date to the end of December. Voted: 5-0-0.
- Yard Sales – no issues.
- Public opening of Town Buildings – still not ready to open; things are working well as is.
- Trick or Treating – Chair Wood noted that he spoke to the Police Chief a number of times on this subject. The proposal is to leave it up to individual houses to decide if they want to participate or not with necessary precautions in place; the adjustment would be to hold this outdoors and individually wrap treats. The hours are recommended to be 5:30 – 7:30 pm, consistent with surrounding communities.
A motion was moved by Selectman Naves and seconded by Selectman O'Neil to allow Trick or Treating from 5:30 – 7:30 pm and adopt the Newburyport Halloween flier and put rules and regulations on the website. Voted: 5-0-0.
- Pumpkin Fest – the Board did not expect that this could be held as in years past. Bill Dunn offered decorations for the Town Hall (tractors and hay). The Board discussed whether or not to allow pumpkins to be dropped off and agreed that it would be hard to monitor and would cause people to gather and should not be allowed.
A motion was moved by Selectman O'Neil and seconded by Selectman Naves that due to COVID 19 we temporarily suspend Pumpkin Fest for this year and instead allow the donated decorations to be placed at Town Hall. Voted: 5-0-0.
- Interim Finance Director Discussion
Chair Wood had Katheryn send over the resume for Kevin Paicos and thinks it might be worth the Board's time to have Mr. Paicos come into talk and attempt to come to an employment agreement. Mr. Paicos is professionally qualified and has a lot of experience that could benefit the Town and he is available a few days a week. The BOS was interested in having him come in to meet the Board. Chair Wood will reach out to Mr. Paicos and invite him to a meeting with the Board and perhaps call a Special BOS Meeting next week to meet with him.
- Vacation Time Front Load Benefit for Sam Joslin, Rebecca Oldham, Steve McPhearson
Denise Dembkoski provided a letter to the Board explaining the details of this.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves that new employees or employees granted retro - up front vacation will be eligible for the time upon their employment however if they resign, they are not entitled to any of the vacation that they have not reasonably accrued. Voted: 5-0-0.

- Town Clerk discussion Early Voting, Mail in Voting, Election day and Ballot Information
Beth Cunniff, Town Clerk was present and addressed the Board. Information is on the website regarding voting options. Voted by mail requires an application. The last date to register to vote is October 24th, in-person hours are available to register in person between 2-4 pm and 7-8 pm. The last date to apply for a mail in ballot is October 28th at 5:00 pm. Ms. Cunniff shared a document that shows how to fill out the mail in ballot. There is a secured drop box outside of Town Hall. Applications are available online. Ms. Cunniff reviewed early voting hours which will run for two weeks beginning October 17th and ending on October 28th. Polls will be open between 7:00 am – 8:00 pm on November 3rd. Safety protocols will be in place on election day.
- Land donation
7 acres Wood Street
Mike Dempsey joined the meeting via Zoom. He talked to the Board about this last month. Town Counsel provided a document. Property Taxes are up to date on the property. Paperwork appeared complete for this land.
A motion was moved by Selectman Naves and seconded by Selectman O'Neil to accept the land donation of 7 acres on Wood Street. Voted: 5-0-0.

VOTES OF THE BOARD: None:

CORRESPONDENCE:

- Email from Lynn Stanton regarding Security Breech
- Veasey Park Quarterly Update
- Resignation of Jeremy Lapone from the Water and Sewer Commission

ITEMS NOT REASONABLY ANTICIPATED AT THE TIME OF POSTING:

- Appointment of Lynn Stanton to Temporary Town Clerk for 106 King Street Project
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to appoint Lynn Stanton to Temporary Town Clerk for 106 King Street Project as provided for in MGL Chapter 41 Section 14 . Voted: 5-0-0.
- Approve Minutes from Executive Session September 14, 2020
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to approve the Minutes from Executive Session September 14, 2020. Voted: 5-0-0.
- Approve Minutes from Executive Session September 28, 2020
A motion was moved by Selectman Kastrinelis and seconded by Selectman O'Neil to approve the Minutes from Executive Session September 28, 2020. Voted: 5-0-0.
- Approve Minutes from Executive Session October 2, 2020
A motion was moved by Selectman Naves and seconded by Selectman O'Neil to approve the Minutes from Executive Session October 2, 2020. Voted: 4-0-1. Selectman Kastrinelis abstained.
- Approve Rebecca Oldham as Community Preservation Coordinator
Rebecca Oldham was present and addressed the Board. She explained that the CPC voted to have Rebecca be the Community Preservation Coordinator and would like a vote of this Board to approve this as well. She submitted a memo outlining the duties to the BOS.
A motion was moved by Selectman O'Neil and seconded by Selectman Naves to approve Rebecca Oldham as Community Preservation Coordinator. Voted: 5-0-0.

- Successful contract negotiations with Julie Yebba for the position of Assessor Manager – already completed no action taken.
- Sidewalk improvement update – this was a notification no action taken.
- 895 Salem Street Permit issued – no action.
- Equipment at Town Hall: Chris was present and addressed the Board. There was an equipment failure of the machine that records all meetings for broadcast in the main meeting room; it stopped working last month and cannot be repaired; this needed replacement anyways; Chris would like to expediate the replacement and he provided the Board with a quote and reviewed it. The quote is for approximately \$45,000 and the plan is for the money to come out of the cable fund. Chris will find out if this needs to go through the bid process.

A motion was moved by Selectman Watson and seconded by Selectman O'Neil to approve \$45,165.00 coming out of the cable fund to update the equipment at Town Hall. Voted: 5-0-0.

SELECTMANS TIME:

Chair Wood: the Digital sign outside of Town Hall has been ordered last week. No date of installation is available yet.

Selectman Kastrinelis: commented that she is proud of the students who are going to school during this difficult time.

Selectman O'Neil: offered condolences to the family of the young woman who lost her life in the School Street accident recently and thanked the first responders who arrived on the scene.

Selectman Watson: update on the well was received after the last meeting; asked for a timeframe for this. An email will go out to Colin.

ADJOURNMENT:

A motion was moved by Selectman O'Neil and seconded by Selectman Kastrinelis to adjourn the meeting at 6:24 pm. Voted: 4-0-0.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, October 26, 2020.

Respectfully submitted,

Katherine T. Ingram