

Groveland Board of Selectmen
Meeting minutes
June 25, 2018

Present: Chairman Bill O'Neil, Vice Chair Lisa Dube-Carpenter, Selectman Ed Watson, Selectman Bill Dunn, Selectman Michael Wood

Others present: Denise Dembkoski

The meeting was called to order at 6:30 PM.

RESIDENT/PUBLIC COMMENT

None

APPROVE WARRANTS

PW # 18-51 \$150,688.46

Chairman O'Neil made a motion to approve payroll warrant #18-51 in the amount of \$150,688.46; seconded by Selectman Wood; voted 5-0-0; warrant approved.

BW # 18-51 \$473,029.72

Bills Warrant Breakdown:

Town: \$102,188.95

Light: \$353,554.59

W/S: \$13,938.58

Payroll Withholding: \$3,347.60

Chairman O'Neil made a motion to approve bill warrant #18-51 in the amount of \$473,029.72; seconded by Selectman Wood; voted 5-0-0; warrant approved.

APPOINTMENTS

Appointment of Ronald Mertens, 36 King Street, to fill a vacancy on the Council on Aging through June 30, 2019.

Ms. Dembkoski explained that Mr. Mertens was a long time member of the Council on Aging and was off the board for a while and is now interested in coming back.

Selectman Watson made a motion to appoint Ronald Mertens to the Council on Aging through June 30, 2019; seconded by Selectman Wood; motion approved 5-0.

Appointment of John Stokes, 92 Seven Star Road, to fill a vacancy on the Zoning Board of Appeals through June 30, 2021.

Mr. Stokes was present to answer questions. Selectman Wood asked if he had any experience with the Zoning Board. Mr. Stokes stated he was on it many, many years ago and knows there is a need now.

Selectman Wood made a motion to appoint John Stokes to the Zoning Board of Appeals through June 30, 2021; seconded by Selectman Dunn; motion approved 5-0-0.

DISCUSSION AND POSSIBLE VOTE

Annual Appointments

Selectman Watson made a motion to appoint Sam Joslin as the ADA Coordinator through June 20, 2019; seconded by Selectman Wood; motion approved 5-0-0.

Chairman O'Neil made a motion to appoint Melissa Covey to the Affordable Housing Committee through June 30, 2019; seconded by Selectman Wood; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to appoint Richard Danforth as Assistant Plumbing/Gas Inspector through June 30, 2019; seconded by Selectman Wood; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to appoint Susan D'Angelo to the Board of Registrars through June 30, 2021; seconded by Selectman Wood; motion approved 5-0-0.

Selectman Dunn made a motion to appoint Sam Joslin as the Building Inspector, Zoning Enforcement Officer and Flood Plains Officer through June 30, 2019; seconded by Selectman Dunn; motion approved 5-0-0.

Selectman Wood made a motion to appoint Anne Brodie as Burial Agent through June 30, 2019; seconded by Selectwoman Dube-Carpenter; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to appoint Rob Carbone, Tracy Gilford and Ed Watson to the Cable TV Advisory Board through June 30, 2019; seconded by Selectwoman Dube-Carpenter; motion approved 5-0-0.

Selectman Wood made a motion to appoint Denise Dembkoski to the Capital Improvement Committee-ex officio; seconded by Selectman Dunn; motion approved 5-0-0.

Selectman Watson made a motion to appoint Lisa Carpenter to the Community Preservation Committee through June 30 2021; seconded by Selectman Dunn; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to appoint Mike Dempsey, Thomas Schaefer and Terry Grim to the Conservation Commission through June 30, 2021; seconded by Selectman Wood; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to appoint Frank Sadowski and Laurel Puchalski to the Council on Aging through June 30 2021; seconded by Selectman Wood; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to appoint Robert Arakelian as the Earth Removal Enforcement Officer/Site Inspector through June 30 2019; seconded by Selectman Wood; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to appoint Dave Tuttle and Ed Reed as Election Constable through June 30 2019; seconded by Selectman Wood; motion approved 5-0-0.

Selectman Wood made a motion to appoint Zaven Gostanian as Electrical Inspector through June 30, 2019; seconded by Selectman Watson; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to appoint Scott Bucuzzo, Jim Cicatello, Mike Dempsey, Bette Gorski, Gregory Stark, Jr. and Claire Walsh to the Elm Square Committee through June 30 2019; seconded by Selectman Watson; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to appoint Leeah Crane to the Cultural Council through June 30 2024; seconded by Selectman Wood; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to approve all the appointments outlined on page 2 of the annual appointments list; seconded by Selectman Wood; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to approve all the appointments outlined on page 3 of the annual appointments list; seconded by Selectman Wood; motion approved 5-0-0.

Selectwoman Dube-Carpenter made a motion to appoint William Robitaille as the alternate Electrical Inspector; seconded by Selectman Wood; motion approved 5-0-0.

Selectman Wood made a motion to accept all recommendations for appointments by Chief Gillen; seconded by Selectman Dunn; motion approved 5-0-0.

Proposed July 1, 2018 Electrical Permit Fees

Ms. Dembkoski explained that Sam Joslin is on vacation and could not be present but his letter explains the fees he is proposing.

Selectwoman Dube-Carpenter made a motion to accept the Electrical Wiring Permit fees presented by Sam Joslin; seconded by Selectman Wood; motion approved 5-0-0.

Police Chief Jeffrey Gillen

New outreach program

Chief Gillen explained the new drug outreach program he is proposing to implement. Ms. Dube-Carpenter asked who will do the follow up and what type of training they will get.

Ms. Carpenter suggested the Chief reach out to Katie Ryan in Haverhill for any ideas and confirmed that access to the database would be restricted.

Selectman Dunn asked if people would be able to contact the station if they need help. Chief Gillen explained they will be contacting people that have had an incident.

Selectman Watson asked how many overdoses have happened. Chief Gillen indicated there have been a couple but they will be reaching out to Groveland residents that have had incidents in other towns. Selectman Watson asked how they are able to get information with HIPPA laws. Chief Gillen stated they are not getting it from hospitals but from other police departments.

Ice Cream Truck/Peddler Licenses

Chief Gillen is asking for a civil bylaw policy so they can run CORI checks and fingerprint people that want to solicit door to door. Chief Gillen stated that this is recommended from the Attorney General. Chairman O'Neil asked for a copy of the bylaw he is proposing.

Security Cameras-Town Hall and Bagnall School

Chief Gillen said he is concerned about the lack of security at Town Hall. He would like to see cameras installed at Town Hall. He has applied in the past for a grant to get the cameras but they were not awarded the grant. Chief Gillen stated they would need up to \$50,000 to get cameras for Town Hall and the additional cameras at the Bagnall School. Selectman Wood asked if they could do the work in stages. Selectwoman Dube-Carpenter was concerned about one person at dispatch monitoring all the cameras. Selectman Dunn suggested the Chief meet with the Chair and come up with a cost. Chairman O'Neil stated the Board would need an Executive Session so they could discuss the details after he meets with the Chief.

Groveland Day discussion

Tracy Gilford, 4 Abbot Circle, asked for this agenda item. Mike Houghton of the Recreation Committee stated the reason they stopped Groveland Day was because of the time commitment for the volunteers, the cost, and because attendance had dropped. The Recreation Committee is willing to assist with anyone who is willing to take over the event but they do not want to be in charge of it. Mr. Gilford asked to come back in two weeks after he has had a chance to talk with the people who requested it to see if they would be willing to do something. Selectman Watson wondered if a change in venue would help with attendance.

Mike Houghton, Chair of the Recreation Committee, to provide an update on the Pines project

Mr. Houghton stated that the soil has been put down, conduit for electricity and grading has been done. The remaining item is getting water for the fields. The current well is not going to be able to handle the amount of water needed. Selectman Dunn stated that it's a maintenance issue and

not that it's a dry well. Selectman Wood said the option to draw from the river was brought up a couple of years ago and it was decided to drill the well instead. Mr. Houghton stated that to pull out of the river would be less than having a system where a tank is put in the ground. Selectman Dunn asked about equipment getting swept out during a storm. Mr. Houghton said that would not be an issue. Chairman O'Neil would like Mr. Houghton to provide a project time sheet. Chairman O'Neil asked if there were any plans to put in speed reduction deterrents in the parking lot. Mr. Houghton stated it is not in their plan. Ms. Dembkoski spoke with Bob Arakelian and he said they could look to put in some speed bump. Selectwoman Dube-Carpenter asked if there would be an issue with plowing and suggested the removable speed bumps. Selectman Dunn suggested they could put in a couple of islands to narrow the roadway. Mr. Houghton also wanted to look into putting guard rails along the field. Chairman O'Neil asked if there were any plans to move the dog park away from the ball field because of the smell and waste. Selectman Dube-Carpenter stated that it doesn't smell and the users of the dog park clean up after their dogs.

Dan Stewart, Matthew Drive, stated he has witnessed a speeding car almost hit a child in the parking lot. Mr. Stewart stated that moving the dog park entrance has created a huge danger. He also noted that there is a smell and having it there leads to people walking their dogs around the fields outside of the dog park and felt the dog park should be moved to Strawberry Fields. Ms. Dembkoski stated the location of the dog park is solely up to the Board. Selectwoman Dube-Carpenter asked if they could restrict use to residents. Ms. Dembkoski stated that you cannot restrict any land purchased with CPC money but those with other funds you could but the issue becomes enforcement. Chairman O'Neil asked if there were any plans to refurbish the playground. The committee said there was no plan for that. Selectman Dunn asked for a letter to be sent to the road commissioner about installing speed bumps.

Fire Chief York to discuss EMS vehicle

Fire Chief Richard York spoke about the final cost of replacing squad one. Chief York explained that they did remove a couple of things they felt they did not need so the price is now approximately \$61,000 (vehicle cost is \$38,000 and options are \$23,300). \$65,000 was what was voted on. Chief York estimated the life span of the vehicle will be 15-20 years. Selectman Wood confirmed the current chief's vehicle will remain the fire chief's vehicle. In response to a question from Selectman Dunn Chief York stated that they would surplus the current EMS vehicle and equipment. Chairman O'Neil asked about the technology package. Captain Briscoe explained that there is a tablet and keyboard mounted in the vehicle so they can gather information electronically on scene. In response to a question from Selectwoman Dube-Carpenter, Chief York explained that Knox boxes are secured key access boxes for buildings. Selectman Dunn made a motion to accept the proposal to purchase a new EMS vehicle including Knox boxes as per quote from Colonial Municipal Group, seconded by Selectman Wood; motion approved 5-0-0.

Fire Department Consultant Discussion-sample reports and reference checks

Chief York stated that they believe the scope of work covers the needs of the department and doesn't have a preference on which company the Board chooses. The Board was provided with sample reports from both companies. Ms. Dembkoski explained that she checked references for both Municipal Resources, Inc. and The Collins Center and there were very few negatives. Overall references for both were good, Manchester by the Sea stated MRI's report could have been a little more specific regarding the call side of things. Hadley received a detailed report from MRI with 166 recommendations and plans on implementing them over time.

Groveland Board of Selectmen meeting- June 25, 2018

Selectwoman Dube-Carpenter stated that The Collins Center's recommendations seemed to be more sensitive to what the needs of the town are as opposed to MRI which seemed more cookie cutter. Ms. Dembkoski stated that the towns that used The Collins Center did state that they did provide working documents and each town was planning to implement all of the recommendations.

Selectman Wood stated that after reviewing the information, either would be fine, but he would choose MRI. Selectman Dunn stated he would also choose MRI. Selectman Watson stated he liked Collins Center better but they couldn't go wrong with either one. Ms. Dembkoski indicated what stood out for one town with The Collins Center was the extensive look at the department to develop strategic plan to retain employees.

Kathleen Kastrinelis, Chair of the Finance Board stated that for the amount of money they are going to spend, they really need to evaluate what the department needs to make it successful. She stated that they need to look at the cookie cutter things and then expand on how to address the issues and she felt MRI has done a better job at that in their report with very specific information.

Selectman Dunn explained that he liked MRI better because when he read the report, it answered his questions.

Selectwoman Dube-Carpenter made a motion to engage Municipal Resources Inc. to conduct the fire department study; Selectman Wood seconded; motion approved 5-0-0.

VOTES OF THE BOARD

Minutes from May 14, 2018

Selectwoman Dube-Carpenter made a motion to approve the minutes from May 14, 2018; seconded by Selectman Watson; minutes approved 5-0-0.

Minutes from May 29, 2018

Selectwoman Dube-Carpenter made a motion to approve the minutes from May 29, 2018; seconded by Selectman Wood; minutes approved 5-0-0.

One Day Liquor License for a Wedding at Veasey Park on July 8, 2018 between the hours of 3:00 P.M. and 7:00 P.M.

Selectwoman Dube-Carpenter made a motion to approve the One Day Liquor License for a Wedding at Veasey Park on July 8, 2018 between the hours of 3:00 P.M. and 7:00 P.M; seconded by Selectman Wood; motion approved 5-0-0.

OLD BUSINESS

Selectwoman Dube-Carpenter asked if there is a start date for the new Superintendent. Ms. Dembkoski will find out.

Selectman Dunn asked if they could find out when the island at the intersection of Rollins Street and Governors was going to be repaired. He also asked about the land sales. Ms. Dembkoski indicated the Dehullus would like to schedule the closing date for the Salem/Uptack Property. Ms. Dembkoski also stated that the well is not producing enough to cover the Pines and Town Hall complex. Selectman Dunn asked for a report from the road commissioner on the Pines.

SELECTMEN REPORTS

Selectman Dunn stated they will be sending out a link to a survey to the business owners and based on responses, he can then schedule a meeting after they get the feedback.

Groveland Board of Selectmen meeting- June 25, 2018

Chairman O'Neil stated that the High School Building committee reviewed all proposals again so they can try to get the greatest value for the money. They came to the same conclusion that the joint middle school/high school was best option. There will be a presentation on July 24th at 6:30.

CORRESPONDENCE

Minutes from June 11, 2018

Bagnall School Lease Agreement and PRSD Regional Agreement

Letter from Ruth Mattingly regarding penalty for late tax payments

Fiscal Year 2017 Audit Reports

Regarding Ms. Mattingly's letter, Ms. Dembkoski stated that every taxpayer gets demand bills if they have not paid their taxes on time. Ms. Mattingly paid her original bills late and demand bills were automatically generated, as they had already accrued interest.

FINANCE DIRECTOR'S TIME

Ms. Dembkoski announced that on Thursday from 1-6PM, they are sponsoring a Red Cross Blood Drive.

Ms. Dembkoski stated that the special legislation to make the Road Commissioner an appointed position has been filed as Bill Number 4620 and has been referred to committee.

SELECTMEN'S TIME

Selectman Wood stated that he reached out to Senator Tarr and Representative Mirra about line painting on Main Street and they stated that it has been placed on the list to be done this summer. Selectwoman Dube-Carpenter asked about the 2017 audit reports. Ms. Dembkoski stated that the auditors are coming in on July 23rd to talk about the reports.

In response to a question from Selectman Dunn, Ms. Dembkoski stated that Mike Dempsey submitted a proposal to Senator Tarr and Representative Mirra about the Center Street project. Selectman Watson asked for an update on when Route 97 southbound would be repaired. Ms. Dembkoski will follow up.

Chairman O'Neil thanked Charlie Mendez from Groveland TV for taping the boys all-star game. Chairman O'Neil asked how the library's investments are going. Ms. Dembkoski stated that through May they have made \$661.30 in interest income and last year it was \$12.39.

Selectwoman Dube-Carpenter made a motion to adjourn at 8:57PM; seconded by Selectman Wood; motion approved 5-0-0.

The next regular meeting will be held on **Monday, July 9, 2018** at 6:30PM.

Respectfully submitted by: Laurie Burzlaff, minutes clerk.

*** Unanimously Approved July 23, 2018 ***