

BOARD OF SELECTMEN  
MEETING MINUTES  
Monday, January 7, 2019  
Groveland Town Hall  
183 Main St, Groveland, MA 01834

**ATTENDANCE:** Chair Bill O'Neil and Selectmen Bill Dunn, Ed Watson, and Michael Wood

**ALSO PRESENT:** Finance Director, Denise Dembkoski

The meeting was called to order at 6:30 P.M.

**REORGANIZATION:** Due to the resignation of Selectman Carpenter the Board had to elect a new Vice Chair.

A motion was moved by Selectman Dunn and seconded by Chair O'Neil to elect Michael Wood as the Vice Chair.

Voted 4-0-0.

**RECAP OF WARRANTS:** Dated 12-27-18, no motion needed as Chair O'Neil has the authority to sign. PW#19-25, \$159,538.63; BW#19-25, \$508,889.19 – Approved by Chair O'Neil

**APPROVAL OF WARRANTS:**

PW # 19-27                      \$ 144,831.56

A motion was moved by Selectman Dunn and seconded by Selectman Wood to approve. Voted 4-0-0.

BW # 19-27                      \$ 1,250,203.80

**19-27 Bills Warrant Breakdown:**

Town:                              \$ 58,453.52

W/S:                                \$ 213,038.90

Payroll Withholding:        \$ 47,900.97

Light Bills:                      \$ 79,205.46

Grants & Revolving:        \$ 12,666.32

Chapter 90:                      \$ 37,833.90

Pentucket Assessment:      \$ 794,972.66

A motion was moved by Selectman Dunn and seconded by Selectman Wood to approve. Voted 4-0-0.

**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.

**APPOINTMENT:**

Promotion of Charles Desrosiers, from Cemetery Foreman to the position of Cemetery Superintendent effective January 7, 2019 at a rate of \$24/hour. (Town Meeting unanimously approved the budget transfer, on December 3, 2018 to add the additional funds to the full-time salary line)

A motion was moved by Selectman Watson and seconded by Selectman Dunn to approve the promotion.

Voted 4-0-0.

Discussion: Last year there was extra money added in for a clerk, the person hired as foreman was able to take on the clerk duties. Mr. Desrosiers was not present at the meeting.

**DISCUSSION & POSSIBLE VOTE:**

- COA Director to discuss the Council on Aging capital request  
The COA Director Lynne Stanton addressed the board. A request was put through for FY19 for a new handicapped lift van, however the request was pulled. The maximum cost is \$58,000, for a ten-passenger van. The current van is a 2011 and it is leased. They put on about 6,800 miles per year. The van driver is funded for about 26 hours per week. It is requested that the Selectmen acting as Capital Improvement will approve this purchase.  
Discussion:

Selectman Dunn asked if the old van would become surplus. The answer was yes. The van we currently have is the same size that has been priced out.

Selectman Wood asked what is wrong with the current van. COA Director discussed that the van will need service at 60,000 at the cost of about \$3,800. He feels that if they could put this \$4,000 towards it and keep it running well for another year that will be worth it.

Chair O'Neil did not feel that 58,000 miles was a lot. He agreed that doing the service could extend the life of the van. He feels it may be more prudent at this time to perform the service.

Selectman Dunn wondered if this van broke down, could they lease a van, he agrees a \$5,000 - \$6,000 overhaul would buy some time and borrow a vehicle if necessary while the work is being performed.

Selectman Watson asked for a list of defects on the vehicle and the response was no. The COA Director responded that the \$3,800 represents ball-joint replacement, fuel pump replacement, spark plugs and head gasket replacement. This is an estimate of what could be done at 60,000 miles.

Glen Allen, Avery Auto Sales addressed the Board and offered his free service and direction, he does not feel that the van will need all the estimated service and feels there could be a savings.

A motion was moved by Selectman Dunn to authorize up to \$5,000 for a once-over on the van and if possible, have the town mechanic (Bill Green) look over the van for a second opinion and make a list of what he sees needs to be done.

Motion was withdrawn by Selectman Dunn.

A motion was moved by Selectman Dunn and seconded by Selectman Watson to authorize the town mechanic do an assessment of the van and estimate of useful life going forward and come back to the Select Board with a list of needs. Voted 4-0-0.

The COA director asked if the Highway Department services town vehicles other than their own. Selectman Dunn answered no he would just be a second opinion. Chair O'Neil stated that if the mechanic feels spending the money would be throwing it away, they will need to take another approach, but if spending the money helps save the van for another 5 – 10 years it would be worth it.

- Recreation Committee to discuss the Pines and project update/schedule

Mike Houghton, 1 Valley Farm Road addressed the Board. The field was graded, added 6 inches of top soil and seeded and are now waiting on irrigation. Went out to bid, received two bids, one was not thorough and the other will not call back. Appropriation is needed for the playground. Mr. Houghton did not feel that the well that was dug cannot handle the water requirements for the current fields, never mind the new fields. There is a CPC proposal to finish the irrigation.

Selectman Dunn disagreed and explained how it could be done by adding a storage tank. Mr. Houghton explained what he was told about the well.

Chair O'Neil asked about the formation of the Recreation Committee and what the original charge was and Mr. Houghton's understanding of what their duties are. Mr. Houghton responded primarily softball and basketball. Funds coming in are through registration fees that are used to pay for equipment, referees, umpires and uniforms. There are no tax payer dollars used. Volunteer labor maintains the fields. Chair O'Neil asked how this expanded into the Pines project. Mr. Houghton responded that they were asked to, their charge was expanded to help promote youth recreation in the town. The funds are not handled by the town. Pam Blaquier, 220 School Street is the treasurer and she addressed the Board and explained the history of the funds. There needs to be clarification on the account and Denise Dembkoski will check into it.

Selectman Dunn feels that there might need to be a Recreation or Athletic Committee to oversee the Town. He feels that someone at the helm is needed. He would like everyone to think outside the box and do things differently. Chair O'Neil agreed that perhaps a point person to contact, perhaps a paid position, so anything that needs to be done, someone could contact that person.

Dan Stewart, President of Softball League, they take great pride in taking care of the Pines and doesn't mind volunteering but agrees the town could probably use a manager to handle things.

Selectman Wood asked the cost of the well for the river. Mr. Hogan responded that the original bid was \$46,000 (not sure this included prevailing wage) and the two recent ones were \$95,000 and \$124,000.

Chair O'Neil asked about next steps and what the Board could do to help. Denise Dembkoski stated that once Town Meeting is over and if the CPC article is approved, they can go out to bid. This will most not likely happen until next fall.

Dan Stewart asked what they could do to help as far as management, Selectman Dunn responded they should continue with their volunteering, and the Board needs to talk about appointing a point person.

- Transfer of ownership of Auto Repairs Etc., for Class II Used Car Dealer's License

A representative addressed the Board. Paperwork was in order.

A motion was moved by Selectman Watson and seconded by Selectman Dunn to transfer the license.

Voted 4-0-0.

The Board signed the License.

- Change of Manager for Cedardale Swim & Tennis Club Liquor License

There was no one present to address the Board. Denise Dembkoski stated that this change happened months ago, and that the ABCC is waiting for the Select Board to act on this before doing a background check.

A motion was moved by Selectman Dunn and seconded by Selectman Watson to approve the management name change on the Cedardale Swim & Tennis Club Liquor License.

Voted 4-0-0.

The Board signed the License.

- Cable TV Advisory Board to provide a Cable Contract Update

Chair of the Cable TV Advisory Board, Tracy Gilford addressed the Board. He started out asking for an email to be set up for the Cable TV Advisory Board to be able to update residents and get feedback. Denise Dembkoski will create an email for the Board. Mr. Gilford is looking for any problems and issues and would like residents to document steps taken and send to the Advisory Board. The Advisory Board is currently working on a new contract and Mr. Gilford will be coming back frequently to review with the Selectmen where things are at with the new contract. Selectmen Wood suggested talking to the Cable Board in Haverhill who has been going through a new contract and may be able to provide some assistance. Chair O'Neil: license fees are generated from subscribers of cable tv, what about internet and phone? Those are not part of the monies that the Town gets according to Mr. Gilford. Chair O'Neill wanted verification that Mr. Gilford was sure there were no franchise fees. Mr. Gilford will verify and get back to the Board.

- Appointment of a Board of Selectmen member to serve on the Community Preservation Committee

A motion was moved by Selectman O'Neil and seconded by Selectman Dunn to appoint Selectman Watson to the Community Preservation Committee.

Voted 3-0-1, Selectman Watson abstained.

Chair O'Neil asked about the impact on Groveland since the City of Boston has adopted Community Preservation. Mike Dempsey representing Community Preservation addressed the Board and responded that the number matched by the Stated is predicted to go down. They will continue to keep an eye on it.

- Discussion of allowing non-residents to serve on Elm Square Committee

Chair O'Neil stated there is no Elm Square Committee and wondered if this was mute.

Denise Dembkoski: the Board talked at a previous meeting and agreed to re-create the Elm Square Committee with a different charge provided there were volunteers. Ms. Dembkoski has two volunteers and there is a business owner interested that is not a town resident. The current policy states that members must be town residents.

A motion was moved by Selectman Dunn and seconded by Selectman Watson to allow non-resident Elm Square business owners to be on the Elm Square Committee.

Voted 3-0-1 Chair O'Neil abstained.

## **VOTES OF THE BOARD:**

- Minutes from November 26, 2018

A motion was moved by Selectman Dunn and seconded by Chair O'Neil to approve minutes from November 26, 2018.

Voted 4-0-0

- Minutes from November 28, 2018

A motion was moved by Selectman Wood and seconded by Selectman Dunn to approve minutes from November 28, 2018.

Voted 4-0-0

- Open the 2019 Special and Annual Town Meeting Warrants

A motion was moved by Selectman Wood and seconded by Selectman Dunn to open the 2019 Special and Annual Town Meeting Warrants.

Voted 4-0-0

- Vote on the FY2020 Capital Improvement Plan – There were only two requests one for the COA handicapped van \$58,000.00 and one for a replacement line cruiser in the amount of \$44,408.00. There needs to be a five-year plan per bylaws. Denise Dembkoski reported that no department submitted a five-year plan and the plan must be voted on by January 10<sup>th</sup>. There was discussion about adding a cemetery truck and/or an additional mower. Selectman Watson suggested adding a pick-up truck or equipment in the amount of \$30,000.00. Chair O’Neil stated that since there was no formal request, they should not add this to the plan. The Board opted to leave in the COA handicap van until the assessment is done.

A motion was moved by Selectman Dunn and seconded by Selectman Wood to accept the FY2020 Capital Improvement Plan as presented.

Voted 4-0-0

- Accept the resignation of Jacob Wallace from the Groveland Police Department

A motion was moved by Selectman Watson and seconded by Selectman Dunn to accept the resignation.

Voted 4-0-0

- Vote to approve and sign Gerry’s Variety – 15 Elm Pk, Package Store -Wine & Malt License (approval received from the state on 1/2/2019)

A motion was moved by Selectman Dunn and seconded by Selectman Watson to approve and sign Gerry’s Variety – 15 Elm Pk, Package Store -Wine & Malt License (approval received from the state on 1/2/2019).

Voted 4-0-0

The Board signed the license.

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

Selectman Dunn: it sounds like there are a few candidates for the Road Commissioner job. Fire Department consultant will be finalizing their report this week.

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

#### **SELECTMEN REPORTS:**

Selectman Wood: will be going to the Statehouse on Thursday for lunch with Senator Tarr and other state reps for a conversation about Verizon and cable. Also, meeting on the 24<sup>th</sup> with Senator Tarr to talk about the Superfund site on Washington Street.

Selectman Dunn: none

Selectman Watson: none

Selectman O’Neil: the next new High School meeting is tomorrow.

#### **CORRESPONDENCE:**

- Minutes from December 10, 2018
- Pentucket Regional Agreement
- PRSD Draft Contingency Plan – HS Failure

**FINANCE DIRECTOR'S TIME:** Those items are in anticipation of the meeting later in the month with the other two towns. It will be a meeting of the three select boards, three finance Director/Town Manager and the school superintendent to discuss the contingency plan and the high school vote. The meeting is believed to be at the High School at 6:00 pm on January 24, 2019. 150 town surveys have been received and she will have them for the Board after the tax bills are due.

**SELECTMEN'S TIME:** Time to be used to make statements, propose future agenda items, or congratulate residents/teams on accomplishments; this time should not be used to initiate a discussion.

Selectman Dunn: would like to see if the Board will let him look into the Washington Street ex-highway department building for the water department for future use. The Board agreed. He feels the Board needs to look at more management for the Recreation Department.

**ADJOURNMENT:**

A motion was moved by Selectman Wood and seconded by Selectman Dunn to adjourn the meeting at 9:12 pm.  
Voted 4-0-0

The next regularly scheduled meeting of the Board of Selectmen will be Tuesday, January 22, 2019 at 6:30 P.M.

Respectfully submitted,

*Katherine T. Ingram*

\*\*\* Unanimously Approved on February 4, 2019 \*\*\*