

Groveland Board of Selectmen
Meeting minutes
July 23, 2018

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

Others present: Denise Dembkoski

The meeting was called to order at 6:31 PM.

RESIDENT/PUBLIC COMMENT

None

APPROVE WARRANTS

PW # 19-03 \$165,167.65

Chairman O'Neil made a motion to approve payroll warrant #19-03 in the amount of \$165,167.65; seconded by Selectman Wood; voted 5-0-0; warrant approved.

BW # 19-03 \$1,372,365.14

Bills Warrant Breakdown:

Town:	\$ 81,306.04
W/S:	\$ 10,592.06
Payroll Withholding:	\$ 8,064.57
Light Bills:	\$ 359,255.88
Grants & Encumbrances:	\$ 118,173.93
Pentucket Assessment:	\$ 794,972.66

Chairman O'Neil made a motion to approve payroll warrant #19-03 in the amount of \$1,372,365.14; seconded by Selectman Wood; voted 5-0-0; warrant approved.

APPOINTMENTS

Appointment of Chris Goodwin, 5 Hillview Drive, Groveland, to the Zoning Board of Appeals through June 30, 2021.

Chris Goodwin was present to answer questions from the Board. The Board thanked Mr. Goodwin for volunteering to serve.

Selectman Wood made a motion to appoint Chris Goodwin of 5 Hillview Drive, Groveland, to the Zoning Board of Appeals through June 30, 2021; seconded by Selectwoman Dube-Carpenter; motion approved 5-0-0.

Appointment of Bret L. Moyer, Georgetown, to the position of Reserve Patrol Officer and Reserve Dispatcher/Lockup Keeper effective July 23, 2018 through June 30, 2019

Selectman Wood made a motion to appoint Bret L. Moyer of Georgetown to the position of Reserve Patrol Officer and Reserve Dispatcher/Lockup Keeper effective July 23, 2018 through June 30, 2019; seconded by Selectman Watson; motion approved 5-0-0.

DISCUSSION AND POSSIBLE VOTE

Fire Captain Joseph Santapaola to request a home rule petition and special legislation to continue serving on the Groveland Fire Department until he reaches 70 years of age, or the date of his retirement, or until his non-reappointment, whichever occurs first.

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The Board was provided with letters of recommendation and samples of the legislative act. Mr. Santapaola was present to explain his reasoning for the request.

Mr. Santapaola provided a letter from his doctor stating he has no physical limitations.

In response to a question from Selectmen Wood, Ms. Dembkoski stated that the Board would need to vote to support putting the special legislation on the next town meeting warrant.

Selectwoman Dube-Carpenter asked about the liability issue for the town and what if his health condition changes. Mr. Santapaola stated he would step down if his health was to become an issue. Ms. Dembkoski indicated that the Board could make it a condition that he has a physical each year.

Selectman Dunn made a motion to support a home rule petition and special legislation for Joseph Santapaola to continue serving on the Groveland Fire Department until he reaches 70 years of age, or the date of his retirement, or until his non-reappointment, whichever occurs first with the condition that he provides a medical certification prior to reappointment each year and to use the template language from the Town of Williamsburg for the warrant article; seconded by Selectman Watson; motion approved 5-0-0.

Michael Nelligan, from Powers and Sullivan to discuss the FY17 Audit and findings

Michael Nelligan and Kyle Warrant from Powers and Sullivan gave a summary of the FY17 audit findings. Mr. Nelligan explained that the OPEB liability needs to be fully recorded on the books at the end of FY18.

In response to a question from Selectwoman Dube-Carpenter, Mr. Nelligan explained that OPEB means other post-employment benefits other than pensions. It includes health, dental and life insurance for retirees. Mr. Nelligan stated that based on their findings, the town is well run and the budget is in good shape and the town has an appropriate amount of debt.

Selectman Watson stated that in the past there was an employee that did not have his insurance deducted from his pay and asked why that was never picked up on in the audit. Mr. Nelligan explained that they would only find it if they happened to choose that person in their random sample. Mr. Nelligan stated that he expects all the comments in the management letter to be resolved by the next audit.

Selectwoman Dube-Carpenter asked about the fraud risk assessment identified in the management letter. Ms. Dembkoski stated that she has begun by asking the department heads to examine issues for potential fraud risk. Ms. Dembkoski stated that the Accountant now reconciles the payroll deductions and matches it to the monthly bill to make sure there are no discrepancies to prevent the issue with the incorrect insurance deduction from happening again. Selectman Wood asked where they should focus in order to strengthen the town's finances. Mr. Nelligan stated they are doing all the right things with the stabilization fund and funding OPEB which are the two major items to focus on.

Chairman O'Neil asked Mr. Nelligan who is directly responsible for the town's positive financial position. Mr. Nelligan stated the Finance Director and her staff are responsible. In the time that he's been doing the audit, things have dramatically improved and look real good over the last few years. The benchmark for fund balance is between 7% - 15% and the town is currently at 17%, and that is pretty amazing because ten years ago, there wasn't anything in fund balance. Selectwoman Dube-Carpenter asked how they can keep the taxes from going up. Ms. Dembkoski stated that the majority of our recent tax increases is from debt exclusion (Center Street, fire truck).

Chairman O'Neil asked about the auditor's fee. Mr. Nelligan stated that it is a flat fee and hasn't changed in seven years.

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Recreational Marijuana Discussion

Selectwoman Dube-Carpenter said if they are not in support of having recreational marijuana, then they should just move to a discussion about language.

Chairman O'Neil stated he has changed his mind and is in support of recreational marijuana based on scientific evidence and because of the revenue it could generate. Ms. Dembkoski stated that Town Counsel is still reviewing the issue but they may not need a ballot vote.

Selectman Dunn stated he is against selling any recreational marijuana.

Selectwoman Dube-Carpenter made a motion to put a bylaw in place to ban recreational marijuana; seconded by Selectman Watson; motion approved 3-2. Chairman O'Neil and Selectman Wood opposed.

The Board discussed the language for the bylaw.

Selectwoman Dube-Carpenter made a motion to institute a total ban on growing, cultivation, processing and sale of recreational marijuana in the Town Of Groveland; seconded by Selectman Watson; motion approved 3-1-1; Chairman O'Neil opposed, Selectman Wood abstained.

Mike Dempsey of the Conservation Commission asked about private parties or events. They have received a couple of requests from organizations that want to come in and have an event where they are offer sample recreational marijuana. Ms. Dube-Carpenter indicated that the law does not allow smoking marijuana in public so they wouldn't be permitted to do that.

Pines Sponsorship Discussion

Selectman Dunn explained that he contacted a number of businesses and several are interested in sponsorship and a few of the bigger businesses are interested in naming rights. Selectman Dunn stated that they now need to develop a price sheet and he will explore what other towns have done. Ms. Dembkoski explained that you have to go out to bid for concession stands.

VOTES OF THE BOARD

Minutes from June 25, 2018

Selectman Watson made a motion to approve the minutes of June 25, 2018; seconded by Selectman Wood; motion approved 5-0-0.

Reserve Fund transfer request for \$4,250 for Consulting Services

Chairman O'Neil explained that this is to cover the gap between what was originally budgeted for the fire department consultant and the cost for the consultant chosen.

Selectwoman Dube-Carpenter made a motion to approve the reserve fund transfer request for \$4,250 for the fire department consultant; seconded by Selectman Wood; motion approved 5-0-0.

One Day Liquor License for a Wedding at Veasey Park on August 18, 2018 between the hours of 1:30 P.M. and 5:30 P.M. Detail officer required.

Selectman Wood made a motion to approve the One Day liquor license for a wedding a Veasey Park on August 18, 2018 between 1:30PM and 5:30PM with a detail officer required; seconded by Selectman Watson; motion approved 5-0-0.

Accept the resignation of Elizabeth Kocik, from the Personnel Advisory Board, effective June 30, 2018

Selectman Wood made a motion to accept the resignation of Elizabeth Kocik from the Personnel Advisory Board effective June 30, 2018; seconded by Selectwoman Dube-Carpenter; motion approved 5-0-0.

Accept the resignation of James Cikatello, from the Elm Square Committee, effective July 9, 2018

Selectwoman Dube-Carpenter made a motion to accept the resignation of James Cikatello from the Elm Square Committee effective July 9, 2018; seconded by Selectman Wood; motion approved 5-0-0.

Vote to surplus old aluminum tender, with no value, to former boat dock volunteer, Ben Orlando

Ms. Dembkoski indicated that there is no paperwork regarding ownership of the boat.

Selectman Watson made a motion to table until the next meeting; seconded by Selectman Wood; motion approved 5-0-0.

Accept the resignation of Jeff Pappas from the Capital Improvement Committee

Chairman O'Neil made a motion to table the matter until the next meeting; seconded by Selectman Wood; motion approved 5-0-0.

OLD BUSINESS

Selectwoman Dube-Carpenter asked for hiring updates. Ms. Dembkoski will start scheduling interviews for the town planner, the nurse is handled by the Board of Health and they are setting up interviews for the cemetery foreman position. Ms. Dube-Carpenter asked if volunteers could mow their own space at the cemetery. Ms. Dembkoski indicated they could.

Selectman Dunn asked about the land sales. Ms. Dembkoski has not heard back from them.

Selectman Dunn asked about the Pines. Ms. Dembkoski stated that the price for irrigation system was \$30,000 which will require it to go out to bid and it would be approximately \$5000 to connect to the other irrigation system.

SELECTMEN REPORTS

Chairman O'Neil stated the high school building committee met and discussed the presentation that would be tomorrow night at the Pentucket Regional High school at 6:30PM. The meeting will be recorded. Ms. Dembkoski stated that they will need feedback quickly as the committee will vote in two weeks.

CORRESPONDENCE

Minutes from July 9, 2018

Executive Session Minutes from July 9, 2018

Sample Civil Fingerprint Bylaw

FINANCE DIRECTOR'S TIME

Ms. Dembkoski stated that the assessor's office is getting ready to do the next round of their inspections and letters will go out to homeowners ahead of time. The fire consulting services are in the data gathering stage.

SELECTMEN'S TIME

Selectwoman Dube-Carpenter stated that Veasey Park paving is done and it looks great.

Chairman O'Neil asked about paving at the end of Gardner and Main. Ms. Dembkoski stated that they still have to do the handicap sidewalk. Chairman O'Neil asked about using the cable television fund to upgrade technology as residents are having trouble hearing what is going on in

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the meeting. Tracy Gilford stated that the money comes from charges on the Comcast bill so it should be used for cable television purposes such as upgrading the microphones.

Chairman O'Neil announced that Canobie Lake Park offers free admission every Friday from July 6th through the end of August if you are in law enforcement, firefighter, EMT or EMS.

The library is having an Elvis Tribute Monday night on the Town Hall lawn at 6:30PM. Rain date is Monday, August 6th.

Selectwoman Dube-Carpenter made a motion to adjourn at 8:32PM; seconded by Selectman Wood; motion approved 5-0-0.

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

Respectfully submitted by: Laurie Burzlaff, minutes clerk.

**** Unanimously Approved on September 10, 2018 ****