



APPROVED DECEMBER 6, 2021

BOARD OF SELECTMEN

Meeting Minutes

Monday, November 22, 2021

Groveland Town Hall

183 Main Street, Groveland, MA 01834

This meeting was in-person and also broadcast live on Groveland Public Access, Channel 9, as well as through Zoom virtual meeting software for remote access.

PRESENT: Chair Ed Watson, Selectmen Jason Naves, Kathleen Kastrinelis, Bill O’Neil.

ABSENT: Selectman Dan MacDonald

CALL MEETING TO ORDER – Chair Watson called the meeting to order at 6:30 pm.

EXECUTIVE SESSION – Pursuant to M.G. L. c. 30A, §21 (a) (2) To conduct strategy sessions in preparation for negotiations with non-union personnel. (Votes may be taken)

EXECUTIVE SESSION – Pursuant to M.G. L. c. 30A, §21 (a) (3) To conduct strategy sessions in preparation to conduct collective bargaining sessions for the Water and Sewer Union Contract and Highway Union Contract. (Votes may be taken)

A motion was moved by Kathleen Kastrinelis and seconded by Jason Naves to enter Executive Session at 6:00 pm to return to Open Session.

Roll call vote: Naves – yes, Kastrinelis – yes, O’Neil – yes, Watson – yes. MacDonald absent. The Board returned to open session to hold the Public Hearing at 7:30 pm.

PUBLIC COMMENT: None.

APPROVE WARRANTS:

PW # 22-21 \$195,704.71

A motion was moved by Jason Naves and seconded by Kathleen Kastrinelis to approve warrant PW #22-21 in the amount of \$195,704.71. Voted: 4-0-0. MacDonald absent.

BW # 22-21 \$422,886.51

A motion was moved by Jason Naves and seconded by to approve warrant BW #22-21 in the amount of \$422,886.51. Voted: 4-0-0. MacDonald absent.

22-21 BILLS WARRANT BREAKDOWN:

Town:	\$ 117,585.23
W/S:	\$ 63,262.35
Payroll Withholding:	\$ 32,887.86
Health Insurance:	\$
Light Bills:	\$ 168,731.77
Grants & Revolving:	\$ 40,419.30
Chapter 90:	\$
Pentucket Assessment:	\$
Whittier Assessment:	\$
Capital:	\$

APPROVE MINUTES:

- November 8, 2021, Meeting Minutes:
A motion was moved by Jason Naves and seconded by Bill O'Neil to approve the minutes from November 8, 2021. Voted: 4-0-0. MacDonald absent.

APPOINTMENTS:

- Appointment of Jennifer Usovicz, 12 Hemlock Road, Boxford to the position of Youth Services Librarian effective November 29, 2021. This is a full-time position of 37 hours per week at a rate of \$19.48/hour and subject to a successful CORI.
A motion was moved by Jason Naves and seconded by Bill O'Neil to appoint Jennifer Usovicz, 12 Hemlock Road, Boxford to the position of Youth Services Librarian effective November 29, 2021. This is a full-time position of 37 hours per week at a rate of \$19.48/hour and subject to a successful CORI. Voted: 4-0-0. MacDonald absent.
- Appointment of Nisha Burke, current Program & Transportation Coordinator, as Interim Council on Aging Director.
A motion was moved by Jason Naves and seconded by Kathleen Kastrinelis to appoint Nisha Burke, current Program & Transportation Coordinator, as Interim Council on Aging Director. Voted: 4-0-0. MacDonald absent.

PUBLIC HEARING:

7:30 P.M. – FY2022 Tax Classification Hearing - The Board of Selectmen will hold a classification hearing at 7:30pm on Monday, November 22nd. The Board of Selectmen, upon hearing data relevant to the fiscal effects of the available alternatives and upon recommendations made by the Assessors, will decide whether the town will continue with one tax rate for all classes of property or adopt multiple tax rates. The public is welcome to attend and give comments.

The Board started the Public Hearing at 7:30 pm. Chair Watson read the recommendation from the Board of Assessors.

A motion was moved by Jason Naves and seconded by Kathleen Kastrinelis to set the tax classification residence of one single tax rate on the recommendation of the Board of Assessors. Voted: 4-0-0. MacDonald Absent.

A motion was moved by Kathleen Kastrinelis and seconded by Jason Naves to adjourn the public hearing. Voted: 4-0-0. MacDonald Absent.

VOTES OF THE BOARD

- Vote on Town Administrator Contract:
Kathleen Kastrinelis announced that a three contract had been negotiated with Rebecca Oldham to become Groveland's first Town Administrator. The starting salary is \$110,000.
A motion was moved by Kathleen Kastrinelis and seconded by Jason Naves to ratify and vote on the administrative contract as presented. Voted: 4-0-0. MacDonald absent.
- Accept the resignation of Denise Gilman as the Council on Aging Director.
Chair Watson noted that there is a letter of resignation in the packet effective November 12, 2021.
A motion was moved by Kathleen Kastrinelis and seconded by Jason Naves to accept the resignation of Denise Gilman as the Council on Aging Director effective November 12, 2021. Voted: 4-0-0. MacDonald absent.

- Accept the resignation of Shauna Gray as the Assistant Town Clerk.
Chair Watson noted that there is a letter of resignation in the packet effective November 8, 2021.
A motion was moved by Kathleen Kastrinelis and seconded by Jason Naves to accept the resignation of Shauna Gray as the Assistant Town Clerk effective November 8, 2021. Voted: 4-0-0. MacDonald absent.
- Accept the resignation of Harley Richardson as a Senior Highway/Laborer.
A motion was moved by Kathleen Kastrinelis and seconded by Jason Naves to accept the resignation of Harley Richardson as a Senior Highway/Laborer effective two weeks from November 8, 2021. Voted: 4-0-0. MacDonald absent.
- Special Event Permit Application for Harvard Street Productions, LLC to utilize 150 Center Street (aka Strawberry Fields) for filming on December 12, 2021, from the hours of 5AM to 5PM.
TA Rebecca Oldham explained the request. This will not be in a residential area, but Selectman O'Neil worried about the noise so early in the morning.
A motion was moved by Jason Naves and seconded by Kathleen Kastrinelis to approve the Special Event Permit Application for Harvard Street Productions, LLC to utilize 150 Center Street (aka Strawberry Fields) for filming on December 12, 2021, from the hours of 5AM to 5PM. Voted: 4-0-0. MacDonald absent.
- Vote to approve and sign the following Liquor License Renewals:
 - Rte. 97 Liquors – 908-D Salem St., Package Store All Alcohol
 - Groveland Market – 1 Washington St., Package Store All Alcohol
 - Gerry's Variety – 15 Elm Pk, Package Store –All Alcohol
 - Nierod's, Inc., 192 Main St., Package Store All Alcohol
 - Nichols Village – One Nichols Way – Club License
 - Pub 97, 935 Salem St. – Restaurant License
 - Tea Garden, 904 Salem St. – Restaurant License
 - Cedardale Swim Club, 20 Bare Hill Rd. General on premise License
 - Groveland Fairways, LLC, 156 Main St., General on premise License

A motion was moved by Jason Naves and seconded by Bill O'Neil to approve the liquor license renewals as presented. Voted: 4-0-0. MacDonald absent.
- Vote to approve and sign the Class II Used Car License Renewals:
(vote to be contingent upon receipt of all required paperwork)
 - ~~South Salem St. Corp, d/b/a Price Rite Automotive, 737 Salem Street~~
 - Greenwood Auto Body, Richard Alan Greenwood, 863 Salem Street
 - Groveland Auto Repair and Sales, Inc., 944 Salem Street
 - ~~Auto Repairs Etc., 923 Salem Street~~
 - Cornerstone Motor Works, LLC, Daniel P. Nihan, 883 Salem Street

A motion was moved by Jason Naves and seconded by Bill O'Neil to approve the Class II Used Car License renewals as read. Voted: 4-0-0. MacDonald absent.
- Vote to approve and sign the following Common Victualler License Renewals:
(vote to be contingent upon receipt of all required paperwork)
 - Nichol's Village, One Nichol's Way
 - Terry Clifford, T&B Clifford, d/b/a Pub 97, 935 Salm Street
 - J & S Restaurant Corp, d/b/a Tea Garden Restaurant, 904 Salem Street
 - Cedardale Swim & Tennis Club Groveland, Inc, 20 Bare Hill Road
 - Robert Arakelian, d/b/a Groveland Fairways, 156 Main Street
 - Ultimate Perk Coffee Co Inc, 921 Salem Street
 - NexDine, LLC d/b/a NexDine at Chesterton Cafe, 860 Salem Street
 - ~~Riverside Pizza, LLC, 180 Main Street~~
 - Pentucket Regional School District, 253 Main Street
 - Conservation Commission, d/b/a Veasey Memorial Park, 201 Washington Street

- ~~F & M Co, LLC, d/b/a Your Place and Ours, 8 Elm Park~~
- Pizza Grove, LLC, 990 Salem Street

A motion was moved by Jason Naves and seconded by Bill O’Neil to approve the Common Victualler License renewals as read. Voted: 4-0-0. MacDonald absent.

DISCUSSION & POSSIBLE VOTE

- Assistant Treasurer/Collector Position
 - Position Description & Job Posting.
The Board discussed the posting.
A motion was moved by Kathleen Kastrinelis and seconded by Jason Naves to post the Assistant Treasurer/Collector position as presented. Voted: 4-0-0. MacDonald absent.
- Administrative Coordinator Position
Chair Watson noted this position supports the BOS and is paid \$19.00 per hour at 25 hours per week.
A motion was moved by Jason Naves and seconded by Bill O’Neil to table this until TA Rebecca Oldham has an opportunity to provide information to the BOS. Voted: 4-0-0.
MacDonald absent.
- Bagnall School Asbestos Abatement Plan
Review plan and cost estimates submitted by Pentucket Facilities team.
TA Rebecca Oldham explained the capital plan. Funding was not in place at the ATM, but an article has been prepared for the upcoming STM. The floor plan highlights the areas of concern. Chair Watson asked if the Board could tour the school. No Voted was needed, this was informational.
- Board of Health discussion regarding Town Hall Mask Policy.
Chair Watson explained that the BOH voted unanimously on September 9, 2021, to approve a mask mandate for municipal buildings. Kathleen Kastrinelis asked for cooperation in following this mandates to help get us through this pandemic. Bill O’Neil applauded the BOH for this. Chair Watson disagreed and felt that it was time to end this and felt that if people were afraid, they should wear a mask. Kathleen Kastrinelis noted that the majority of the cases right now are children in school. There is no vote needed this is under the authority of the BOH.

SELECTMEN’S TIME & REPORTS:

Selectman O’Neil: attended the Pentucket Building Committee meeting; announced that all the damaged areas effected by the fire have been repaired. The project is on budget; there are escalation costs due to supply chain issues, however the committee has been successful in fighting this. Thanked the veterans. Asked if there might be snow plow driver issues and if there has been any update on Waste Management attending a BOS meeting. Happy Thanksgiving to everyone.

Selectman Kastrinelis: noted that she was in touch with Roy from Waste Management who responded to a complaint. Asked for a reminder to put on the website regarding the time the trash needs to be out. The torrential rainfall got under the road at the Cemetery; asked if Highway could stabilize this; TA Rebecca Oldham viewed the sight with Renny Carroll, and they are looking at ways to secure the area for now and plan for a long-term solution. Happy Thanksgiving.

Chair Watson: noted that long-time Tax Collector/Town Clerk, Dick Abbott passed away.

OLD OR UNFINISHED BUSINESS:

- Board of Selectmen Policies and Procedures
Current Board Policies for the Board of Selectmen
A motion was moved by Kathleen Kastrinelis and seconded by Jason Naves to table this until there is a full board. Voted: 4-0-0. MacDonald absent.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:

Kathleen Kastrinelis discussed the lack of a funding source for the consultant in the Treasurer Department. Bill O’Neil asked if the consultant was still needed, and the Board discussed. Jason Naves noted there are free resources available to the Treasurer. The Town has to provide a fourteen-day notice to end the contract.

A motion was moved by Kathleen Kastrinelis and seconded by Jason Naves to end the consultant agreement with Sara Hunter and to issue a letter of gratitude. Voted: 4-0-0. MacDonald absent.

CORRESPONDENCE:

TA Rebecca Oldham noted there was a letter received late from the BOH regarding the hiring of the Public Nurse, the information is in the BOS packet.

ADJOURNMENT:

A motion was moved by Kathleen Kastrinelis and seconded by to adjourn the meeting at 8:45 pm and enter Executive Session to continue discussion Pursuant to M.G. L. c. 30A, §21 (a) (3) To conduct strategy sessions in preparation to conduct collective bargaining sessions for the Water and Sewer Union Contract and Highway Union Contract. (Votes may be taken) The Board will not return to open session.

Roll call vote: Naves – yes, Kastrinelis – yes, O’Neil – yes, Watson – yes. MacDonald absent.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, December 6, 2021, at 6:30PM at the Bagnall School prior to Special Town Meeting.

Respectfully submitted,

Katherine T. Ingram