

**BOARD OF SELECTMEN
MEETING MINUTES
Tuesday, November 12, 2019
Groveland Town Hall
183 Main St, Groveland, MA 01834**

ATTENDANCE: Chair Bill Dunn, Selectmen Michael Wood, Bill O’Neil, Ed Watson and Kathleen Kastrinelis

ALSO PRESENT: Kaitlin Gilbert, Assistant Treasurer/Collector

CALL MEETING TO ORDER: Chair Dunn called the meeting to order at 6:00 pm.

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. None.

APPROVE WARRANTS:

PW # 20-19 \$166,238.33

A motion was moved by Selectman Watson and seconded by Selectman O’Neil to approve warrant PW # 20-19 in the amount of \$166,238.33. Voted: 5-0-0.

BW # 20-19 \$1,266,799.90

A motion was moved by Selectman Watson and seconded by Selectman Wood to approve warrant BW # 20-19 in the amount of \$1,266,799.90. Voted: 5-0-0.

20-19 Bills Warrant Breakdown:

Town:	\$ 130,561.37
W/S:	\$ 21,525.04
Payroll Withholding:	\$ 60,272.61
Health Insurance:	\$
Light Bills:	\$ 83,876.65
Grants & Revolving:	\$ 147,560.20
Chapter 90:	\$
Pentucket Assessment:	\$ 822,041.75
Whittier Assessment:	\$
Capital:	\$ 962.28

APPROVE MINUTES:

- Minutes from October 15, 2019

A motion was moved by Selectman Kastrinelis and seconded by Selectman Wood to approve the minutes from October 15, 2019. Voted: 5-0-0.

- Minutes from the October 21, 2019 Executive Session

A motion was moved by Selectman Kastrinelis and seconded by Selectman Wood to approve the minutes from October 21, 2019, Executive Session. Voted:

APPOINTMENTS: None.

DISCUSSION & POSSIBLE VOTE:

- Eric Loth, Jr. from Minco Development to have preliminary discussions with the Board regarding 181R School Street and a potential 40B project

Eric Loth, Jr. was present and addressed the Board and gave a brief review of projects his company has previously worked on and is presently working on in other communities. He brought a couple of preliminary plans for the BOS to review for the 181R School Street and a potential 40B project: he

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explained that he has talked with some of the neighbors in the area of the proposed project and also stated that his company prides itself on working with the town throughout the process. There are six and a half acres and they are looking at putting in 3 buildings with approximately 130-140 units. Chair Dunn asked for Minco Development to please try and build this to fit into the residential neighborhood rather than a just a brick building. Selectman Kastrinelis asked about what people should expect for property values for the houses in the neighborhood. Selectman Wood asked what the exit onto School Street would look like; traffic counts have not yet been completed according to Mr. Loth. Selectman Watson asked about emergency vehicle access; Mr. Loth has not discussed this with the Fire Department yet. Selectman O'Neil stated his opposition to the proposed building; he felt these kinds of developments change the entire community. Selectman O'Neil asked Rebecca Oldham, Town Planner what she thought of the project; Ms. Oldham responded that she had no personal opinion on it either way – she was present tonight to learn a little more about the project and to offer guidance to the BOS about the 40B process. Mr. Loth stated that he appreciated the feedback that he received tonight, and he looks forward to working with the town and that he wants it look great in order to attract people to move in.

- **Update on cable contract renewal**

Tracey Guilford, Chair of the Cable TV Advisory Committee explained that the Committee has met and is making progress towards asking for an extension; the extension has not yet been filed; the filing extension will be requested to be for an additional six months. The Survey is ready but in order to put this online there is an expense of over \$900; Mr. Guilford plans to pay with his personal credit card and get reimbursed by the Town. The Ascertainment Hearing will be scheduled for January. The Cable TV Advisory Committee is working on the business plan. Ms. Kastrinelis asked for an outline with dates included the next time there is an update. Chair Dunn requested that the Cable TV Advisory Committee attend the next BOS meeting and wants to see that the 6-month filing be completed by that meeting.

- **Town Manager continued discussion - Continued work on job description**

Chair Dunn started reviewing the list that was created at the last meeting of talking points for further discussion. The BOS discussed that the decision of who should perform the duties that the BOS feel should not be included in the job description for the Town Manager would not be determined or reviewed tonight. The BOS added parts of the talking points language to categories on the approved list and struck redundant items from their list. The BOS discussed that perhaps some of the items should be added to the Personal By-Laws; that will be determined later on. One item was tabled for further discussion at the next meeting.

VOTES OF THE BOARD: None.

FINANCE DIRECTOR'S TIME:

Ms. Gilbert reported:

- Renny Carroll will be working on getting the Christmas Tree for the Town Hall lawn and Elm Park.
- The BOH sent a letter to the owner of 128 130 Washington Street regarding the furniture on the sidewalk.

SELECTMEN'S TIME & REPORTS:

- Selectman Kastrinelis attended the Veteran's Ceremony.
- Selectman Watson: noted that the BOS needs to schedule an Executive Session prior to December 31st to discuss contract negotiations for the Finance Director and the Police Chief. Also, in the new year negotiations will need to be worked on for a number of other contracts that are expiring in June. The BOS will review the contracts and create a schedule; Ms. Gilbert will forward contracts to the BOS.
- Chair Dunn: needs to get a hold of whoever was in charge of the Pines playground project prior to payment going out; he wants to review the contract; there have been some complaints about safety hazards and questions about whether work remains to be done.
- Selectman O'Neil: High School Building – we are at 40% reconciliation between the as designed and the as built costs – they are approximately 2% apart from each other. Discussions were held to look at

things to remove from the project which resulted in being able to get under the 40% mark and the MSBA is pleased with the project progress. Things are on schedule. The next milestone will be in January at the 60% reconciliation. Thanked the Veterans for their service. Selectman O'Neil cautioned pet owners and parents of young children that there is a lot of coyote presence in the center of town.

- Selectman Wood: paving on Main Street looks good and looks forward to the line painting.

OLD OR UNFINISHED BUSINESS:

- Chair Dunn asked Ms. Gilbert to request a list from Renny Carroll about the line painting that was done this year.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:

CORRESPONDENCE:

- Minutes from October 28, 2019 Executive Session
- Minutes from October 28, 2019
- FY2021 Capital Improvement Submissions
 - Current Capital Asset List
 - Departmental Submissions
 - Future year requests

ADJOURNMENT:

A motion was moved by Selectman O'Neil and seconded by Chair Dunn to adjourn the meeting at 8:20 pm. Voted: 5-0-0.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, November 25, 2019 at 6:30 P.M.

Respectfully submitted,

Katherine T. Ingram