

Groveland Board of Selectmen
Meeting minutes
May 14, 2018

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

Absent: Selectman Bill Dunn

Others present: Denise Dembkoski

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

REORGANIZATION OF BOARD-ELECTION OF CHAIR AND VICE CHAIR

Selectwoman Dube-Carpenter nominated Ed Watson for chair. There was no second. Selectmen O'Neil nominated Michael Wood as chair. There was no second. Mr. Wood appreciated the nomination but stated the he has done it for a year and the chair should be someone else. Selectman Watson made a motion to table the reorganization until there is a full board present; seconded by Selectwoman Dube-Carpenter. Motion approved 3-1. Selectman O'Neil opposed.

RESIDENT/PUBLIC COMMENT

Joe D'Amore asked the Board to hire a consultant for the Fire Department who can also audit the finances and if an interim Fire Chief is hired he needs to be strong with the budget and not interested in the permanent position. Mr. D'Amore stated that he believes the ballot vote against the senior center was a "no" to that particular project but not to the concept. He suggested the Board give the committee a new charge to look at a smaller building for use only by seniors and investigate if there is something that can be done at the library. He asked for the downtown committee to narrow their focus and be given new direction. He suggested a committee be formed to consider the town administrator position. Lastly, he stated he would support a school but not at the current cost.

Selectman O'Neil stated that he understands Mr. D'Amore's concerns about the cost of the school but even though the parking lot is not reimbursable, it is a necessity.

Mr. D'Amore asked for the Board to place on an upcoming agenda the clean-up of debris from the river. He will provide information to the Board from the Clean River Project.

APPROVE WARRANTS

PW # 18-45 \$145,158.03

Chairman Wood made a motion to approve payroll warrant #18-45 in the amount of \$145,158.03; seconded by Selectman Watson; voted 4-0-0; warrant approved.

BW # 18-45 \$327,420.27

Bills Warrant Breakdown:

Town:	\$125,632.86
Light:	\$81,650.75
W/S:	\$49,152.84
Payroll Withholding:	\$23,095.65
Town portion Health Ins.:	\$45,538.17
Snow & Ice (tree debris cleanup):	\$4,350.00

Groveland Board of Selectmen meeting- May 14, 2018

Chairman Wood made a motion to approve bill warrant #18-45 in the amount of \$327,420.27; seconded by Selectman O'Neil; voted 4-0-0; warrant approved.

APPOINTMENTS

Appointment of Kenneth Dusombre, of Haverhill to the position of part-time Van Driver for the Council on Aging at a rate of \$14.25/hour effective June 4, 2018.

The appointment is subject to successful CORI and clean driving record.

Kenneth Dusombre was present to answer any questions. Selectwoman Dube-Carpenter made a motion to appoint Kenneth Dusombre to the position of part-time Van Driver for the Council on Aging at a rate of \$14.25 per hour effective June 4, 2018; seconded by Selectman O'Neil; motion approved 4-0-0.

Appointment of David Stephenson, of Groveland to the position of substitute Van Driver for the Council on Aging at a rate of \$14.25/hour effective May 15, 2018.

The appointment is subject to successful CORI and clean driving record.

David Stephenson was present to answer any questions. Selectwoman Dube-Carpenter made a motion to appoint David Stephenson to the position of substitute Van Drive for the Council on Aging at a rate of \$14.25 per hour effective May 15, 2018; seconded by Selectman O'Neil; motion approved 4-0-0.

DISCUSSION AND POSSIBLE VOTE

Debby Webster to discuss Nichols Village Expansion project with regards to Affordable Housing

Debby Webster explained the Nichols Village applied back in December to add 21 units. She stated that developer is not exempt from the bylaw and they were mandated to provide affordable housing. The Planning Board voted to allow them to make a payment in lieu of having affordable units which she felt was in violation of the bylaw; however the twenty-one days has passed to appeal the decision. In response to a question from the Board, Ms. Webster stated there are no affordable units in Nichols Village right now. Under clause 7 of Mr. Nichols' will it stated that the property would be used to build, equip and maintain a home for indigent aged men and women. The Articles of Incorporation also state that their charge is to provide homes to older adults. Ms. Webster stated that the Town is the beneficiary of the will and is supposed to be getting any surplus revenue. Ms. Webster asked for the Board to review the Planning Board meeting of April 17, 2018, to hire Town Counsel to review the trust and will, and to file a complaint with the Attorney General's Office regarding the two charitable trusts.

Selectwoman Dube-Carpenter stated that the Board shouldn't wait to review the Planning Board meeting and they should hire Town Counsel immediately. Selectman Watson agreed.

Selectman O'Neil asked about clause 10 of the will.

Selectwoman Dube-Carpenter stated that even if they have passed the date of appeal, she thinks the decision could be invalid since they didn't follow the law.

Selectman O'Neil asked where the \$120,000 went. Ms. Demboski indicated it goes into the Affordable Housing Trust Fund.

Selectwoman Dube-Carpenter made a motion to task Town Counsel with exploring what recourse the Town has with respect to Nichols Village not complying with the bylaw for the number of affordable units; to explore the issue of the profits that are to be turned over to the Town; and determine if a complaint should be filed with the Attorney General's Office; seconded by Selectman Watson; motion approved 4-0-0.

Interim Fire Chief Discussion

Chairman Wood explained that Kurt Ruchala has agreed to stay on as interim chief until the end of May so the Board needs to decide what they are going to do to bridge the gap between now and the time they are going to hire a permanent chief.

Selectman O'Neil asked if there was anyone in the department that would be willing to take over. Ms. Dube-Carpenter stated that the Board would need to post and put together a list of qualifications. Selectman Watson asked Mr. Ruchala if he would be willing to stay on a couple more weeks until they get an interim. He stated that he is traveling a lot in June so he wouldn't be able to stay on as interim.

Ms. Dube-Carpenter asked Captain York if he would be willing to act as interim for the couple of weeks that it will take to find a new interim. Captain York said it is something he is willing to do but wants to know what steps the Board is going through and how long this appointment would be and how would the lieutenants be compensated for assisting with the duties.

Ms. Dembkoski indicated it will be several months to get a report from the consultant on the department. The question is whether the Board is going to appoint an internal candidate for up to six months while the consultant does their review or post the interim position and have that person work with the consultant.

Mr. York asked for more communication from the Board while the process is ongoing.

Selectwoman Dube-Carpenter asked about the process to hire a consultant. The Board should put together criteria and Ms. Dembkoski will give that to the four identified consultants so they could submit their proposals. The Board could then invite them into to discuss their proposals and select one. Ms. Dube-Carpenter asked Ms. Dembkoski for a template they could use.

Selectman Watson would like someone that has experience with how a call fire department works. Ms. Dembkoski hasn't had any luck finding a consultant that has worked in a call department. The other towns that have call departments have used one of the consultants listed.

Mr. Watson suggested contacting the retired Merrimac fire chief or the West Newbury Fire Chief. Ms. Dembkoski believed that a chief currently employed by another town cannot consult and be paid by their town at the same time. Ms. Dube-Carpenter stated that they don't

necessarily need someone that has been on a call department. They would just need to tell the consultant that they are not looking to change the model of the fire department. Ms. Dembkoski will put together a posting with parameters and reach out to the consultants to get their proposals. Selectwoman Dube-Carpenter made a motion that the Board establish a transition plan in which Captain York is going to work with Acting Chief Ruchala with the goal of a May 29th transition to Captain York taking on Interim Chief role; seconded by Selectman Watson; motion approved 4-0-0.

Resolution for Dr. Jeffrey J. Mulqueen

Chairman Wood stated that Dr. Mulqueen was great to work with and read the resolution from the Board. Dr. Mulqueen's last day is May 25, 2018.

VOTES OF THE BOARD

Minutes from April 2, 2018

Selectwoman Dube-Carpenter made a motion to accept the minutes of April 2, 2018; seconded by Selectman O'Neil; minutes approved 4-0-0.

Groveland Board of Selectmen meeting- May 14, 2018

One Day Liquor License for a Family Reunion at Veasey Park on June 16, 2018 between the hours of 12:00 P.M. and 4:00 P.M.

Selectwoman Dube-Carpenter made a motion to accept the one day liquor license for a family reunion at Veasey Park on June 16, 2018 between 12:00PM and 4:00PM; seconded by Selectman Watson; motion approved 4-0-0.

Selectman Watson asked about the contract for services stating “Veasey Memorial State Park”. Ms. Dembkoski indicated it was a mistake on the contract.

Accept the resignation of James Snow from the Personnel Advisory Board effective April 30, 2018

Selectwoman Dube-Carpenter made a motion to accept the resignation of James Snow from the Personnel Advisory Board effective April 30, 2018; seconded by Selectman Watson; motion approved 4-0-0. Mr. O’Neil asked if someone is lined up to take his place. Ms. Dembkoski indicated that the Personnel Board should be ready to make a recommendation to the Board by June 30th so a replacement wouldn’t be needed.

Accept the resignation of Cassandra Murphy, Administrative Assistant/Treasury-Collections Clerk effective May 17, 2018

Selectman Watson made a motion to accept the resignation of Cassandra Murphy, Administrative Assistant/Treasury-Collections effective May 17, 2018; seconded by Selectwoman Dube-Carpenter; motion approved 4-0-0.

OLD BUSINESS

Selectman O’Neil asked when the bathrooms will be done at the Pines. Ms. Dembkoski stated that they are actively working on them. Mr. O’Neil asked Ms. Dembkoski if someone can come before the Board to talk about the plan for the fields. Ms. Dembkoski stated that based on experience, fields will probably not be ready by the fall but she will ask Mike to come in.

SELECTMEN REPORTS

Ms. Dembkoski updated the Board about the building committee meeting. MSBA would like additional options be added so the timeline has been pushed back and they will not need a special town meeting or special election.

CORRESPONDENCE

Minutes from April 17, 2018

Executive Session Minutes from April 17, 2018

Minutes from April 30, 2018

Groveland Memorial Day Ceremony invitation for Thursday, May 24, 2018 at 6:30pm

Invitation to the Memorial Day Parade in Haverhill for Monday, May 28, 2018

Nomination of Doug Soper as a Volunteer of the Month

FINANCE DIRECTOR’S TIME

Ms. Dembkoski stated that the Bagnell School has been paved. Boat ramp permits are on sale for 2018. The ramp is now being used by Haverhill High School crew team and they are paying \$100 per week to use the ramp. In response to a question from Selectman O’Neil, Ms.

Dembkoski indicated that parking for the dog park is taking up some room so moving the Haverhill boats further to the right probably wouldn’t work but she will look at the space again.

Groveland Board of Selectmen meeting- May 14, 2018

Ms. Dembkoski indicated speed bumps make it too difficult to plow but will look into the removable ones.

Ms. Dembkoski stated that the recreational marijuana moratorium is only good through December 31, 2018 so the Board should start working with the Planning Board on regulations and there will need to be a fall town meeting to accept the regulations. She will provide sample regulations to the Board.

The draft of Groveland's Housing Production Plan has been completed by Merrimack Valley Planning Commission. There will need to be a joint meeting of the Planning Board and Board of Selectmen so they can present the plan and the Board can accept it.

The following positions have all been posted: Town Planner, Custodian/Facilities, Administrative Assistant/Treasury-Collections and cemetery seasonal grounds keeper.

Ms. Dembkoski announced that the Pentucket Regional High School Community Clean Up group has volunteered to do some planting, mulching and cleaning of the park.

Ms. Dembkoski stated that Joe D'Amore is asking residents to call the police if they find a hypodermic needle and to not handle the needle themselves.

Resident Jim Logan asked if the Eagle Scouts could use one of the fields twice a month to learn archery. Chairman Wood said they could put in a request to use the field.

SELECTMEN'S TIME

Selectwoman Dube-Carpenter wished good luck to the two Groveland Destination Imagination teams that are going to the Nationals in Knoxville. Ms. Dube-Carpenter also requested that they look at the Code of Conduct at a future meeting.

Selectman O'Neil thanked the Highway Department for taking care of the downed tree in the field at the Pines baseball field. Mr. O'Neil asked for somebody to look at the tree on the left side of the diamond at Washington Park. It has partially come down and he is worried that it may fall onto the field.

Selectman O'Neil thanked everyone that came out to vote at Town Meeting.

Selectman O'Neil made a motion to adjourn at 8:24PM; seconded by Selectman Watson; motion approved 4-0-0.

The next regular meeting will be held on **Tuesday, May 29, 2018** at 6:30PM.

Respectfully submitted by: Laurie Burzlaff, minutes clerk.

*** Unanimously approved on June 25, 2018 ***