

Groveland Board of Selectmen  
Meeting minutes  
February 5, 2018

Present: Chairman Michael Wood, Vice Chair Lisa Dube-Carpenter and Selectman Bill Dunn

Absent: Selectman Ed Watson and Selectman Bill O'Neil

Others present: Denise Dembkoski

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

**RESIDENT/PUBLIC COMMENT**

None

**APPROVE WARRANTS**

*PW# 18-31 \$158,451.38*

Chairman Wood made a motion to approve payroll warrant #18-31 in the amount of \$158,451.38; seconded by Selectman Dunn; voted 3-0-0; warrant approved.

*BW# 18-31 \$1,301,710.35*

Chairman Wood made a motion to approve bill warrant #18-31 in the amount of \$1,301,710.35; seconded by Selectman Dunn; voted 3-0-0; warrant approved.

**APPOINTMENTS**

Appointment of Stan Tusinski, 43 Washington Street, Groveland, to the Personnel Advisory Board effective February 5, 2018 through June 30, 2018.

This is an annual appointment and would be up for reappointment on July 1, 2018. Mr. Tusinski was present to answer questions from the Board. Selectwoman Carpenter asked if Mr. Tusinski had reviewed a copy of the current personnel bylaw. Mr. Tusinski indicated he had not.

Chairman Wood stated the first step for the Advisory Board is to review the bylaw and then to recommend changes.

Selectman Dunn made a motion to appoint Stan Tusinski, to the Personnel Advisory Board effective February 5, 2018 through June 30, 2018; seconded by Selectwoman Carpenter; motion approved 3-0-0.

Appointment of Mike Bacher, 8 Merrimack River Road, Groveland, to the Personnel Advisory Board effective February 5, 2018 through June 30, 2018.

This is an annual appointment and would be up for reappointment on July 1, 2018. Mike Bacher was present to answer questions from the Board. Mr. Bacher indicated he has management experience and experience with personnel regulations.

Selectwoman Carpenter made a motion to appoint Mike Bacher to the Personnel Advisory Board effective February 8, 2018 through June 30, 2018; seconded by Selectman Dunn; motion approved 3-0-0.

Appointment of James Snow, 11 Burke Street, Groveland, to the Personnel Advisory Board effective February 5, 2018 through June 30, 2018.

This is an annual appointment and would be up for reappointment on July 1, 2018. Mr. Snow as present to answer questions from the Board. Mr. Snow indicated he has been a municipal employee for over 34 years and has access to a lot of information.

Selectman Dunn made a motion to appoint James Snow to the Personnel Advisory Board effective February 5, 2018 through June 30, 2018; seconded by Selectwoman Carpenter; motion approved 3-0-0.

Appointment of Elizabeth Zimmerman, 19 Pandora Drive, Groveland, to the Personnel Advisory Board effective February 5, 2018 through June 30, 2018.

This is an annual appointment and would be up for reappointment on July 1, 2018. Ms. Dembkoski indicated that Ms. Zimmerman was unable to attend the meeting.

Selectwoman Carpenter made a motion to appoint Elizabeth Zimmerman to the Personnel Advisory Board effective February 5, 2018 through June 30, 2018; seconded by Selectman Dunn; motion approved 3-0-0.

Appointment of Lynne Stanton, Director of the Council on Aging, to the Personnel Advisory Board as the employee representative, effective February 5, 2018 through June 30, 2018.

This is an annual appointment and would be up for reappointment on July 1, 2018. Ms. Stanton was present to answer questions from the Board.

Selectman Dunn made a motion to appoint Lynne Stanton to the Personnel Advisory Board as the employee representative, effective February 5, 2018 through June 30, 2018; seconded by Selectwoman Carpenter; motion approved 3-0-0

Appointment of Larry Fisher, as an Alternate Electrical Inspector effective February 5, 2018 through June 30, 2018 at a rate of \$25 per inspection.

Appointment of John Mikela, Jr. as an Alternate Electrical Inspector effective February 5, 2018 through June 30, 2018 at a rate of \$25 per inspection.

Ms. Dembkoski stated that Mr. Fisher has been recommended by the building inspector and Mr. Mikela has been working as an alternate but was never formally appointed.

Selectwoman Carpenter made a motion to appoint Larry Fisher and John Mikela, Jr., as Alternate Electrical Inspectors effective February 5, 2018 through June 30, 2018 at a rate of \$25 per inspection; seconded by Selectman Dunn; motion approved 3-0-0.

**DISCUSSION AND POSSIBLE VOTE**

Brian Belfiore, EMS Coordinator and Lt. Daniel Briscoe of Groveland Fire to present the updated EMS Service Zone Plan with the Class V update

Mr. Belfiore and Lt. Briscoe were present to answer any questions about their proposal. Chairman Wood asked about the change in response time. Lt. Briscoe indicated that the 13:59 minute response time shown in the first proposal was an error and should have been 12:00 minute response time which was the time in the original accepted plan dated May 13, 2016. Chairman Wood suggested they meet to review the plan on an annual basis so that everyone is on the same page. Selectman Dunn asked them to have a conversation with Trinity about the response times. Assistant Chief, Kurt Ruchala stated that they just started to receive the reports and the plan is to start meeting with Trinity and receive reports every month. Ms. Dembkoski informed the Assistant Chief that Trinity has been regularly sending the reports to the Chief, as she is copied on them. She will forward the reports to the Assistant in the morning.

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Selectwoman Carpenter made a motion to accept the plan with the understanding that moving forward the EMS will do a status update with members of the Police and Trinity and at least one member of the Board on an annual basis; seconded by Selectman Dunn; motion approved 3-0-0.

### Mike Dempsey to present and discuss the resident benefits of Veasey Park

Mr. Dempsey indicated that Veasey Park has been owned by the Town for 22 years. In addition to residents using the park for passive recreation, other community groups use the park regularly for meetings and events. The Park provides affordable housing for three families and rents the hall at an affordable price. Mr. Dempsey stated that they have a budget of approximately \$90,000/year, but don't always make that amount. They have some fixed expenses and then put excess funds towards capital repairs. Mr. Dempsey said one issue is the increase in the insurance premium and they are trying to find a way to contribute toward the insurance. Mr. Dempsey said they want to make the entire facility handicapped accessible but it has to be done within the building footprint making it more expensive. He also indicated that the driveways are in very bad shape. Georgetown used CPA funds to fix a driveway at a town park so Mr. Dempsey will be submitting an application to use CPA recreation funds to resurface the driveway and parking lots. Ms. Dembkoski stated that if funds can be used for that purpose then they should apply to fix the Bagnell lot. Mr. Dempsey said Bagnell may not qualify because it's not solely a recreation area, unlike Veasey Park or The Pines. Chairman Wood asked about the insurance. Ms. Dembkoski stated there was minimal coverage on the facility and when the insurance company came to inspect after a claim was filed, they stated they could no longer be covered on the municipal plan. The new policy with a private insurance company cost \$14,000. Selectwoman Carpenter asked about the paving. Paving would be done by the town's contractor with some assistance from the Department of Public Works.

Jim Logan stated that the pond is used by many people to ice fish.

Selectman Dunn stated he thinks they need to do more to advertise the park and let people know about.

### Town Administrator/Town Manager Discussion

Selectman Dunn stated that he believed it is time for the Town of Groveland to move toward a Town Administrator or Town Manager form of government. Chairman Wood agreed that they should have a Town Manager. Mr. Dunn indicated that his position has nothing to do with Ms. Dembkoski and her work. Ms. Dembkoski indicated that she supports having a Town Manager. Selectwoman Carpenter is in favor of a Town Manager and stated that she believes the Town's legal fees would decrease because of the oversight and knowledge that a Town Manager provides. Ms. Dembkoski suggested the Board contact West Newbury for how they handled the process. Mr. Dunn will contact West Newbury and report back to the Board.

### Vote to formally open the Town Meeting Warrant

Selectwoman Carpenter made a motion to open the Town Meeting Warrant with a deadline of March 19, 2018 for the April 30<sup>th</sup> Town Meeting; seconded by Mr. Dunn; motion approved 3-0-0.

Ms. Dembkoski stated that warrant articles should be submitted to her electronically by March 19<sup>th</sup>.

### Fiscal Year 2019 Budget Discussion

Ms. Dembkoski indicated that the school budget is currently at a \$300,000 deficit due to special education and transportation costs. Selectman Dunn suggested they have a meeting with the selectman in the other three towns and their state representatives. Mr. Dunn suggested forming a

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coalition of smaller towns. Ms. Dembkoski indicated that even if all 170 communities were on board, they would still be outnumbered at the statehouse because cities have more representatives. The State Auditor has indicated in a report that regional school districts are drastically underfunded.

The Finance Board will start their departmental meetings. Ms. Dembkoski provided the Board with the Division of Local Services recommendation regarding the budget. DLS recommends changing the date of Town Meeting to late May or early June.

### **VOTES OF THE BOARD**

#### **Minutes from January 8, 2018**

Selectwoman Carpenter made a motion to approve the minutes of January 8, 2018, seconded by Selectman Dunn; minutes approved 3-0-0.

#### **Executive Session Minutes from December 11, 2017**

Selectwoman Carpenter made a motion to approve the executive session minutes of December 11, 2017, seconded by Selectman Dunn; minutes approved 3-0-0.

#### **Accept the resignation of Taylor Devlin as a Library Assistant with the Langley Adams Library effective February 7, 2018**

Selectwoman Carpenter made a motion to accept the resignation of Taylor Devlin as a Library Assistant with the Langley Adams Library effective February 7, 2018; seconded by Selectman Dunn; motion approved 3-0-0.

#### **Accept the resignation of Al Seavey as the Electrical Inspector effective January 31, 2018**

Selectwoman Carpenter made a motion to accept the resignation of Al Seavey as the Electrical Inspector effective January 31, 2018; seconded by Selectman Dunn; motion approve 3-0-0.

### **OLD BUSINESS**

Selectwoman Carpenter wanted to make sure they are vigilant about addressing the marijuana issue in Town. Ms. Dembkoski stated that the deadline to have a bylaw in place to restrict or limit recreational marijuana is April 1<sup>st</sup> and given what is need to enact a bylaw of this nature, she recommends they put a moratorium on the April 30<sup>th</sup> Town Meeting. School will be requesting a fall town meeting and the bylaw can be placed on that town meeting. Because Groveland voted in favor of marijuana on the November 2016 ballot, it is must pass at both town meeting and on a ballot. The moratorium would put a hold on recreational marijuana until a bylaw is enacted. If the Town does nothing, then beginning April 1<sup>st</sup>, permits can be requested to sell recreational marijuana.

Selectwoman Carpenter made a motion that Ms. Dembkoski draft language for a recreational marijuana moratorium to be voted at the next meeting and opened for public hearing so that it may be placed on the Town Meeting Warrant for April 30<sup>th</sup>; seconded by Selectman Dunn; motion approved 3-0-0.

Ms. Dembkoski indicated that a medical marijuana bylaw was already passed at the 2015 Town Meeting.

Jim Logan of Washington Street stated he was concerned about driving while under the influence of marijuana. Chairman Wood indicated police are training to identify when someone is driving under the influence of marijuana. Selectwoman Carpenter stated that the drug recognition program is being challenged in court as unreliable.

**SELECTMEN REPORTS**

Selectwoman Carpenter stated that the Elm Square Committee is looking at the disparity between two different appraisals to try to determine the value of the property. The Community Preservation Committee has a meeting on February 15<sup>th</sup>.

Ms. Dembkoski stated the school building committee is having a public meeting on Wednesday at 6:30PM at the Sweetsir School in Merrimac to review the preliminary design plans and preferred options for the project. They will be presenting 10 options and looking for public feedback. The following Tuesday there is a joint School Building Committee and School Committee meeting where they will vote on which 3 or 4 plans to put forward.

Selectwoman Carpenter acknowledged the email received from Chief Gillen regarding Police Officers Steve Petron and Eric Gorksi and Groveland Fire and Trinity Ambulance, for their heroic efforts during a February 1<sup>st</sup> incident where they used life saving measures.

**CORRESPONDENCE**

Executive Session Minutes from January 18, 2018

Minutes from January 18, 2018

Minutes from January 22, 2018

Letter to Alexander Smith, 23 Broad Street regarding unregistered vehicles

Division of Local Services review of the Town's Budget Document as part of the Community Compact Initiative

Letter from the Lieutenant Governor to congratulate the Town on completing the first round of best practices through the Community Compact.

**FINANCE DIRECTOR'S TIME**

Ms. Dembkoski stated that the Town was awarded a \$15,000 grant from the state to help update the personnel policy.

**SELECTMEN'S TIME**

Selectman Dunn asked about advertising the planner position in The Beacon. Ms. Dembkoski stated that they did not advertise in the print version because it only comes out monthly but they did advertise in the online version.

Selectman Dunn asked about the Dehulu matter. Ms. Dembkoski stated the Board needs to discuss how they want to move forward.

Selectwoman Carpenter made a motion to adjourn; seconded by Selectman Dunn; voted 3-0-0; meeting adjourned at 8:04PM.

The next regular meeting will be held on **Tuesday, February 20, 2018** at 6:30PM.

Respectfully submitted by: Laurie Burzlaff, minutes clerk.

\*\*\* Approved on March 5, 2018 with a vote of 3-0-1, with Selectman Watson abstaining \*\*\*