

Groveland Board of Selectmen
Meeting minutes
March 5, 2018

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

Absent: Selectman Bill Dunn

Others present: Denise Dembkoski

The meeting was called to order at 6:33 PM.

RESIDENT/PUBLIC COMMENT

None

APPROVE WARRANTS

PW # 18-35 \$151,048.03

Chairman Wood made a motion to approve payroll warrant #18-35 in the amount of \$151,048.03; seconded by Selectmen O'Neil; voted 4-0-0; warrant approved.

BW # 18-35 \$1,191,966.99

Chairman Wood made a motion to approve bill warrant #18-35 in the amount of \$1,191,966.99; seconded by Selectman Watson; voted 4-0-0; warrant approved.

APPOINTMENTS

Appointment of Mary Hohenstein, Salem, MA to the position of Library Assistant effective March 7, 2018.

The position is for 18.5 hours/week at a starting pay rate of \$12.00/hour, subject to a successful CORI. Ms. Hohenstein was present to answer questions from the Board. In response to a question from Chairman Wood, Ms. Hohenstein indicated she is familiar with library procedures and the commute is not an issue.

Selectwoman Dube-Carpenter made a motion to approve the appointment of Mary Hohenstein to the position of Library Assistant effective March 7, 2018 at a starting pay rate of \$12.00 per hour and contingent upon a successful CORI; seconded by Selectman Watson; voted 4-0-0; motion approved.

DISCUSSION AND POSSIBLE VOTE

Claire Walsh to present the Historical Society's 2017 Annual Report on Washington Hall

Ms. Walsh summarized the Historical Society's events for last year. Programs will start in April this year instead of May and there will be no programs in July or August due to summer vacations and no air conditioning. Ms. Walsh indicated there were a total of 492 visitors to Washington Hall last year, an increase of 202 visitors from the previous year. She also indicated they now have a Facebook page and are working on a website. Selectman O'Neil asked how much it cost to run the programs. Ms. Walsh indicated it depends on the programs, many are labor intensive. Ms. Walsh indicated they generate revenues by renting the Knox building which is a one room apartment.

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Road Commissioner and Tree Warden positions from elected to appointed

Road Commissioner, Robert Arakelian, stated they have been trying to do this for several years and he supports the change. In order to make the position appointed, it would have to go to Town Meeting for a vote and on the ballot. Mr. Arakelian supports the change because there would be better oversight and better qualified candidates for the position. He would also want the tree warden to be an appointed position. Ms. Dembkoski provided the Board with a letter from the Finance Board recommending a warrant article to make the change and indicated the three primary reasons for the recommendation were sound financial management, accountability and expertise. Ms. Dube-Carpenter asked for the information to be posted on the website. In response to a question from Selectman Watson, Ms. Dembkoski stated that the appointment would be an annual appointment. In response to a question from Mr. Watson, Mr. Arakelian indicated that you do not need a certified arborist unless there are more than 10,000 residents. If this passes at town meeting and ballot, it would become effective the earlier of Mr. Arakelian's retirement or when his term ends in May 2019.

Re-signing of the Conservation Restriction for 33 Dewhirst St, Center St, and Main St

This was previously approved on October 30, 2017. The state's legal department made some de minimis changes. The previous version did not formally grant the restriction only acknowledged it. Ms. Dembkoski reviewed the changes with the Board. The biggest issue was the signature page because it never stated they granted the restriction. Chairman Wood read the revised paragraph 13 which states "Such other non-prohibited activities or uses of the premises may be permitted with the prior approval of the Grantee and the Division provided that the Grantee and the Division has made a finding such finding to be document in writing and kept on file at the office of the Grantee and the Division, that such activities are consistent with the reserved rights or, as applicable, do not impair the conservation values and purposes of this Conservation Restriction and, where feasible, result in a net gain in conservation value of the Premises." Ms. Dube-Carpenter moved to accept the modifications made by the State's legal department for the Conservation Restriction for 33 Dewhirst Street, Center Street and Main Street, previously approved on October 30, 2017; seconded by Selectman Watson; motion approved 4-0-0.

Jeff & Maria's Ice Cream Late Night Event requests

Wednesday, July 18, 2018 – request extension from 10pm to 3am

Wednesday, August 22, 2018 – request extension from 10pm to 2am

Ms. Dembkoski indicated that the police have no objection to the request and do not require a detail officer. Selectman O'Neil asked if alcohol would be served. Ms. Dembkoski indicated there is no alcohol at the events.

Selectwoman Dube-Carpenter made a motion to accept Jeff & Maria's Ice Cream late night event requests for an extension of their hours on Wednesday, July 18, 2018 from 10pm to 3am and Wednesday, August 22, 2018 from 10pm to 2am; seconded by Selectman Watson; motion approved 4-0-0.

Volunteer of the Month nomination

Chairman Wood read the email from Joseph D'Amore nominating Kathy McInvale Pashcal as Volunteer of the Month for diligently making homemade scarves, hats, mittens, and organizing neighbors and residents of Groveland all winter long. She has delivered many personal care items and homemade items as described to GAR Park on numerous Fridays to distribute to poor and homeless people. She is a reliable source of needed items and has collected donations of clothing too.

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Selectman O'Neil made a motion to nominate to Kathy McInvale Pashcal for Groveland Volunteer of the Month; seconded by Selectman Watson; motion approved 4-0-0.

FY2019 Budget Discussion

Chairman Wood asked about the proposed budget increases. Ms. Dembkoski indicated that she has asked departments to stay within the 2.5 percent budget increase. The total budget hasn't exceeded 2.5 percent but some individual line items may have increased over that amount. The additional premium for Veasey Park was the reason for the increase in the insurance line item. The Fire Department increase was due to maintenance and equipment needs. Required annual testing and inspections needed to be separated out from the maintenance line item. The Highway Department change was due to the request for the half time position to be moved to a full time facilities position.

Ms. Dube-Carpenter asked about the change in hours for the Fire Chief position. Ms. Dembkoski stated that in order to increase the salary it would need to be in the budget. The Health Department increase was due to a request to increase hours. Ms. Dembkoski indicated she does not believe the Finance Board is inclined to support that increase. Ms. Dembkoski explained the unclassified line items.

Selectman O'Neil asked about new growth assumption and excise tax. Ms. Dembkoski indicated that both fluctuate with the market and her new growth estimate is conservative. Mr. O'Neil inquired about hiring a cleaning service rather than a full time custodian. Ms. Dembkoski indicated that they had a cleaning service in the past and it was not advantageous. The salary and benefits of the custodian cost less than the cleaning service and the town will get the benefit of having a staff person that can complete minor repairs instead of hiring a contractor.

Selectman Watson asked if the Finance Board is going to be able to speak with departments prior to the Board voting. Ms. Dembkoski stated that the water and sewer laborers have joined the teamsters union and, after reviewing the wages, they are under market for laborers so the increase in the budget is mainly due to bringing the wages to market rate. Mr. Watson requested a list of departments that have met with Finance Board.

Ms. Dembkoski updated the Board about the snow and ice budget and provided the Board with a report of expenditures thus far. The majority of money is spent on materials (i.e., salt, fuel).

VOTES OF THE BOARD

Minutes from February 5, 2018

Selectwoman Dube-Carpenter made a motion to accept the minutes of February 5, 2018, seconded by Selectman O'Neil; motion approved 3-0-1. Selectman Watson abstained.

Executive Session Minutes from February 5, 2018

Selectwoman Dube-Carpenter requested the minutes be amended to reflect the analysis that went into the decision to offer the settlement.

Executive Session Minutes from February 12, 2018

Selectman Watson made a motion to accept the Executive Session minutes of February 12, 2018; seconded by Selectwoman Dube-Carpenter; motion approved 4-0-0.

Road Commissioner's request dated 2/26/18 to deficit spend the FY18 Snow & Ice line item by \$65,000

Selectman Watson made a motion to accept the Road Commissioners request to deficit spend the FY18 Snow & Ice line item by \$65,000; seconded by Selectman O'Neil; motion approved 4-0-0.

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Selectman O'Neil asked if the town could get better prices if the town purchased parts from one supplier in order to leverage volume. Ms. Dembkoski will ask about that.

OLD BUSINESS

Chairman Wood said a resident asked him for a streetlight on Center Street. Mr. Wood asked the resident to submit something in writing to Ms. Dembkoski. Selectman Wood and Selectwoman Dube-Carpenter met with the Fire Department and discussed options to move forward with the Fire Department. The department provided them with a list of twenty questions for the Board. Selectwoman Dube-Carpenter asked that a copy of the class five agreement be given to Chief Gillen. Once approved by the state, Ms. Dembkoski will circulate copies.

Ms. Dube-Carpenter asked about the status of the marijuana moratorium. Ms. Dembkoski stated that the Planning Board has to hold the public hearing. Ms. Dube-Carpenter asked about the status of the Youth Services Director for the library. Ms. Dembkoski indicated that she has been waiting for over a month to meet with the Library Director about the position. Lee Thomas, Chair of the library board of trustees, stated there was some confusion as to the process. Ms. Dembkoski stated as a result of her being made Personnel Director several years ago, she is to be involved in every hiring process and actively participates in the interviews for full-time, benefit eligible positions. Ms. Dube-Carpenter reiterated that was the decision of prior boards for Ms. Dembkoski to handle personnel and therefore, there is a process for departments to follow. Ms. Dube-Carpenter asked for Mr. Thomas to speak with the library director about the process and to contact Ms. Dembkoski. Ms. Dembkoski read a letter submitted by Selectman Bill Dunn dated March 2, 2018 regarding the Fire Department.

SELECTMEN REPORTS

Selectwoman Dube-Carpenter stated there is no update with regard to Elm Square.

Selectman O'Neil stated the building committee meets next week.

Ms. Dembkoski will meet with the Personnel Advisory group on March 12th. The plan is for them to meet every other Monday and minutes will be posted on the website. Ms. Dembkoski will provide a copy of the minutes to the Board.

CORRESPONDENCE

Minutes from February 20, 2018

E-mail from Joe D'Amore regarding his decision to not seek reappointment for the Finance Board

Thank you from the West Newbury Board of Selectmen for the accommodation of the Page School students as a result of flood damage at the school.

Letter from Bill Dunn regarding his interest in working with the Fire Department to improve communications.

FINANCE DIRECTOR'S TIME

Nothing to report.

SELECTMEN'S TIME

Mr. O'Neil asked if anyone has taken out permits to use the Pines. Ms. Dembkoski stated permits are already being pulled and she has been informed that the utility field will not be accessible the entire season. Ms. Dembkoski stated that the plan is to start Washington Park around April 1st and the priority is to fix the drainage issue.

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Selectwoman Dube-Carpenter made a motion to adjourn; seconded by Selectman O'Neil; voted 4-0-0; meeting adjourned at 8:18PM.

The next regular meeting will be held on **Monday, March 19, 2018** at 6:30PM.

Respectfully submitted by: Laurie Burzlaff, minutes clerk.

*** Unanimously Approved on April 17, 2018 ***