

Groveland Board of Selectmen
Meeting Minutes
August 7, 2017

Present: Chair Michael Wood, Selectman Ed Watson, Selectman Bill Dunn, Selectwoman Lisa Dube-Carpenter, Selectman Bill O'Neil

Absent: None

Others Present: Denise Dembkoski (Finance Director)

Recorder: Melanie Rich

The meeting was called to order at 6:33 p.m.

RESIDENT/PUBLIC COMMENTS: None tonight

APPROVAL OF WARRANTS:

Chair Wood made a motion to approve PW#18-03 in the amount of \$182,843.14; Selectman Watson seconded; voted 5-0-0; warrant approved.

Chair Wood made a motion to approve DW#18-03 in the amount of \$64,839.09; Selectman Watson seconded; voted 5-0-0; warrant approved.

Chair Wood made a motion to approve BW#18-03 in the amount of \$1,313,999.90; Selectman Watson seconded; voted 5-0-0; warrant approved.

APPOINTMENTS:

Selectman Watson made a motion to appoint Susan Yaskell to the Finance Board as an Alternate Member through June 30, 2018; Selectman Dunn seconded; voted 5-0-0.

Selectwoman Carpenter made a motion to appoint Janet Nolan to the Cultural Council effective through June 30, 2023; Selectman Dunn seconded; voted 5-0-0.

Selectwoman Carpenter made a motion to appoint Janus DeWolfe to the Cultural Council effective through June 30, 2023; Selectman Watson seconded; voted 5-0-0.

INTERVIEWS (Town Planner brief Meet & Greet):

Katherine Day – Ms. Day was asked what strategies she believed would be helpful with the community seeking the balance in preserving the community's character while pressured to develop small scale growth. She believes you do all you can with overall planning and work closely with the community to understand the needs, desires and wants; it is always a challenge. Ms. Day was asked her thoughts about bringing business to Groveland to offset the tax base. She stated that she has worked extensively with businesses and developers to make them comfortable and understand the community so they might bring their business to the town; there has to be a level of trust between the planner and the community; it takes time and networking. She was involved in the implementation of the Master Plan in Ipswich; she has grant writing experience. Ms. Day said working with different boards with different goals is a challenge in any community and trust is critical; it is an obligation of the planner to understand there are many viewpoints.

Eric Denoncourt – Mr. Denoncourt was asked if he had Master Plan experience. He stated he did have active experience in the development of the Master Plan in Shrewsbury and some experience with Southborough. He is currently a real estate agent, but felt he would have the time to devote to being a planner. He was asked about the gap in his employment history and if would he be able to get back into

planning; he say he would since he does keep up with regulatory changes. He does have grant writing experience. Mr. Denoncourt was asked if he was involved in bringing business into the towns he worked for. He stated he was proactive in meeting with businesses in Shrewsbury. He would not have a problem working with part-time boards and volunteers on future planning.

Heidi Murphy withdrew her interest.

Discussion on Candidates and Possible Vote to Extend an Offer of Employment – After discussions amongst the board members, Selectwoman Carpenter made a motion to act on the application of Katherine Day and offer the position to her; Selectman Watson seconded; voted 5-0-0.

DISCUSSION AND POSSIBLE VOTE:

Update on the Bagnall School Field:

Prices on Remaining Items – Selectman O’Neil said the grass is coming in and it looks good; he would like to see the rest of it paved. The side parking lot was measured to be 11,250 square feet; that would get an entire section paved. A longer section could be done by not going back as far. It would be approximately \$11K for one coat of asphalt; the prep work and fine grading is estimated to be \$3,500; it is possible to accomplish for the \$15K.

What to do with the tree line in the back was discussed; do we put up a full fence at a cost of \$8K. Ms. Dembkoski said we have a go-ahead on the post and rail fence in the front. Her concern is with the back fence. She feels that because we are going to another company and using another fence, she doesn’t want it to appear as though they are splitting the bid to keep it under the \$10K procurement law. The Chair wants to make sure we do the right thing for the school and the residents; we put the investment in to level the field, put in irrigation, got grass back there, and need to protect it the best way we can. Selectman Dunn’s suggestion was to put up the post and rail fence that was budgeted for and hold off on the rear fence; the money that was given to us was based on doing hot topping. Chair Wood asked how Selectman Dunn would divide the \$28K; \$15K for paving, \$13K for the maintenance fund. Selectwoman Carpenter suggested bringing in the Building Committee to get their input if the paving is not going to be done before school starts. Ms. Dembkoski said to keep in mind they turned over \$33K, right now we are at \$28K. If we use any more money, there will not be enough left for what they originally wanted to do. Chair Wood said they wanted the asphalt; for them that was finishing the project. It would be good to get that in before the winter. Selectman O’Neil doesn’t know what the relevance of having the Building Committee weigh in at this point, they’ve long since disbanded. They took the project as far as they could. He doesn’t think we should wait any longer to get these matters done. The Chair asked Selectman O’Neil how he would divide the \$28K; \$20K for asphalt and \$8K for the maintenance fund minus the cost for the posts. Selectman O’Neil made a motion to allocate \$20K of the \$28,513.45 towards asphalt and paving the remaining section of the Bagnall School parking lot and \$8,513.45 towards maintenance and posts; Selectman Dunn seconded; voted 5-0-0.

Formation of a Groveland Square Committee:

Identifying the Committee’s Charge – The general charge of the Committee will include funding options, researching what took place in the past with the taking, parking and the curb cuts, meeting with state agencies, uses for the property, and reporting to the board. Selectman Watson said the post office is there; do we want to be a landlord or will it be relocated. He also noted there was a town dock behind it and suggested checking with the Army Corps of Engineers for any information. Monthly updates (or no less than quarterly updates) will be required by the Committee or the Chair of the Committee on the progress, with a final recommendation being made at the end. The Committee will consist of seven members. Selectwoman Carpenter made a motion that the BOS charge a committee to fact-find and

explore the viability of the property located at 299-301 Main Street for recommendations for the use of that space; Selectman Watson seconded; voted 5-0-0.

Board of Library Trustees Request for a New Sign – The request came before the board last year; no action was taken. They are asking once again for a sign. The cost is not known. Painting is an option. They are asking that the town pay for it. Chair Wood said we have asked them repeatedly to come in to talk to us about funds and issues at the library, and they have repeatedly declined to come before the board; ironically, they are asking us for money to replace their sign. Selectman O’Neil said they have \$120K and make 80¢± per month interest. If they invested it responsibly, they would have enough in interest to pay for signs. Selectwoman Carpenter felt that was another issue. We should find out the cost first and then visit the funding options. Ms. Dembkoski said we have no budget for it. Selectman Dunn made a motion to find out the cost of the sign to replace it as long as it is in line with the rest of the signs; Selectwoman Carpenter seconded. Discussion: Selectman O’Neil is opposed to spending any more money when the library has thousands of dollars that they have not responsibly invested. Voted 4-1-0.

July Volunteer of the Month (James Freer) – Selectman O’Neil made a motion to name James Freer as Volunteer of the Month for July; Selectwoman Carpenter seconded; voted 5-0-0.

VOTES OF THE BOARD:

Selectman Watson made a motion to approve the July 10, 2017 Meeting Minutes as amended; Selectman O’Neil seconded; voted 5-0-0.

Selectwoman Carpenter made a motion to approve the Fire Department Pay Schedule as outlined by Chief Lay effective September 1, 2017; Selectman Watson seconded; voted 5-0-0.

Selectman Watson made a motion to approve a One-Day Liquor License for a wedding at Veasey Park on August 19, 2017 between the hours of 4PM and 8PM with a Detail Officer required; Selectman Dunn seconded; voted 5-0-0.

Currently there is no application or fee associated with the license; a standard application and fee is needed. Ms. Dembkoski has gathered information from other cities/town on policies for one-day liquor licenses. Fees can range from \$25-\$200. It will be brought before the board when a policy and application is developed.

OLD BUSINESS (Unfinished Business):

Chair Wood was informed that a member of the Library Board of Trustees is no longer a resident of Groveland yet he is still attending meetings. To be on any elected board you need to be a resident. It is the responsibility of the person to notify their board who would then notify this board that there is a vacancy. It has been ongoing for nine months. The appointment is solely on this board to replace that position because it is over the 30-day notice to the BOS the law requires. Chair Wood will write a letter to the Library Chair stating the situation and require a letter of resignation. It is not known how many votes were taken at that time that were illegal.

Chair Wood spoke about the email from Chief Gillen thanking the West Newbury Fire Department for assisting the Groveland Police Department in the testing of their cruisers for CO2 levels; they responded to the Chief within hours. It is not known why the Groveland Fire Department was unwilling or unable to help the Police Department. Selectwoman Carpenter said the Fire Department was not here to respond to that and does not think it is appropriate to have that discussion.

Selectman O'Neil asked for a status update on the Gardner Street section. Ms. Dembkoski said because of the work that needed to be done, the Highway Department decided it was better for them to do the full paving and take that project from the Water Department. They are submitting Chapter 90 requests and planning to do that whole area this fall.

CORRESPONDENCE:

1. July 24, 2017 Meeting Minutes.
2. Letter from the Board of Health regarding appointments.
3. Article from Eagle Tribune regarding West Newbury looking for a Community Center.

FINANCE DIRECTOR'S TIME:

Ms. Dembkoski will be on vacation next week.

The Attorney General approved the Zoning Bylaw rewrite; they are in effect. She extended congratulations to those on the Committee, Jim Freer, Kacy Bailey, Kathy Franson, and Sam Joslin; they did a remarkable job. The AG made some recommendations going forward. The Committee meets monthly and will incorporate the changes.

SELECTMEN'S TIME:

Selectman O'Neil would like medical marijuana as an agenda item to discuss the possibilities of the cultivation center with no dispensaries involved. He thinks it is the right thing to do at the right time. Ms. Dembkoski said there has been some discussion lately about recreational use and when that goes into effect. There are things the town has to put in place to stop that from happening in the community. The board could possibly talk to the Planning Board because it would be a Zoning Bylaw. She believes if we take no action, they will be eligible to come here without any say from the board. It should be looked into sooner than later to have something ready for the spring town meeting.

The next regular meeting will be held **Monday, August 21, 2017** at 6:30 p.m.

Selectman Watson made a motion to adjourn; Selectwoman Carpenter seconded; voted 5-0-0. The meeting was adjourned at 8:39 p.m.

*** Approved on September 5, 2017 with a vote of 4-0-1 with Selectwoman Carpenter abstaining ***