

Groveland Board of Selectmen
Meeting minutes
August 6, 2018

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

Others present: Administrative Assistant, Kaitlin Gilbert

The meeting was called to order at 6:30 PM.

RESIDENT/PUBLIC COMMENT

None

APPROVE WARRANTS

PW # 19-05 \$184,951.88

Chairman O'Neil made a motion to approve payroll warrant #19-05 in the amount of \$184,951.88; seconded by Selectman Wood; voted 5-0-0; warrant approved.

BW # 19-05 \$1,474,316.42

Bills Warrant Breakdown:

Town:	\$212,068.17
W/S:	\$ 29,231.86
Payroll Withholding:	\$184,951.88
Light Bills:	\$ 99,125.18
Grants & Encumbrances:	\$ 31,070.75
Pentucket Assessment:	\$794,972.66
Whittier Assessment:	\$216,314.00

Chairman O'Neil made a motion to approve payroll warrant #19-05 in the amount of \$1,474,316.42; seconded by Selectman Wood; voted 5-0-0; warrant approved.

APPOINTMENTS

Appointment of Carl Judson, 881 Salem Street, Groveland, to the Cable TV Advisory Board through June 30, 2019.

Selectman Watson stated that Mr. Judson could not attend the meeting due to a death in the family. Selectman Wood asked if anyone knew whether Mr. Judson had any experience with technology. Tracy Gilford, chair of the Cable TV advisory committee, stated that they are looking to fill 2 open positions on the committee and he supports the appointment. Mr. Gilford stated that he is not that versed in technology but there are others on the committee that are. Selectman Watson made a motion to appoint Carl Judson to the Cable TV Advisory Board through June 30, 2019; seconded by Selectwoman Dube-Carpenter; motion approved 5-0.

DISCUSSION AND POSSIBLE VOTE

Meet with Rebecca Oldham, candidate for appointment for the position of Town Planner. The interview committee is recommending Ms. Oldham be appointed as Town Planner, effective September 4, 2018 through June 30, 2019, pending successful negotiations

Sam Joslin, member of the committee to find the Town Planner, stated that Ms. Oldham is very qualified and well versed in planning and he believes she will be able to move the town forward and asked the Board to appoint her.

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Mike Dempsey stated that part of the position is being paid for by Community Preservation Funds and she has a lot of experience writing open space and recreation plans and housing production plans.

Selectman Watson asked what type of grants she has written. Ms. Oldham stated she just wrote a grant for resiliency planning and for the Green Communities Designation. Mr. Watson asked about the certified planning exam. Ms. Oldham indicated it's a difficult process to become certified.

Selectman Dunn indicated the town is trying to become more business savvy and asked if that is something she thinks she can help them with. Ms. Oldham indicated she could and there are many opportunities through the complete streets grant and other grants for business development.

Ms. Dube-Carpenter asked about her reasoning for coming to Groveland. Ms. Oldham stated that her position in Methuen was grant funded so it was only for a year. She worked in North Andover for two years and then Methuen made the position a permanent position so she went back, but the opportunity for a new planner position where she would have a blank slate and be able to create from the beginning was something she could not pass up.

Selectman Wood and Chairman O'Neil stated they both value the opinion of the committee and think she would be a great asset for the community.

Selectman Watson made a motion to appoint Rebecca Oldham to the position of Town Planner, effective September 4, 2018 through June 30, 2019, pending successful negotiations; seconded by Selectman Dunn. Motion approved 5-0.

Review of Groveland's departmental fees

Chairman O'Neil indicated that in the packet there was a comparison of fees with other towns and this may be the only opportunity to fund training police officers in drug awareness and impairment.

Selectwoman Dube-Carpenter indicated she is in favor of raising the fee but not the level of Andover or North Andover.

Selectman Wood agreed that they needed to find a way to fund the training but the tax rate hasn't changed that much, it's the overrides that has been raising the taxes.

Selectman Watson stated that there are not people looking to open stores in Groveland because the fees are low and the stores are going to just pass the cost on to the residents.

Selectman Dunn said it has been at least five years since the fees were raised and they should increase but not so much that it could hurt them. Selectman Dunn suggested an increase of \$500. Selectwoman Dube-Carpenter suggested increasing the one day liquor license to \$50, application fee to \$50, common victualler to \$100, class II to \$100 and birth/death/marriage certificates and dog licenses to \$10. Ms. Dube-Carpenter also stated that boat ramp fees should be higher for non-residents.

Chairman O'Neil didn't think \$500 was enough for the restaurants because they are a bigger risk. Selectman Dunn made a motion to increase the annual liquor license fees by \$500; seconded by Selectwoman Dube-Carpenter; motion approved 5-0.

Selectwoman Dube-Carpenter made a motion to increase the one day liquor license to \$50.00; seconded by Selectman Dunn; motion approved 5-0.

Selectwoman Dube-Carpenter made a motion to charge a \$50 application fee for liquor licenses; seconded by Selectman Wood; motion approved 5-0.

Chairman O'Neil questioned if \$50 was enough to cover the cost of work that needs to go into processing the application. Ms. Gilbert indicated she thought that it was enough.

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Selectwoman Dube-Carpenter made a motion to increase common victualler license to \$100; seconded by Selectman Dunn; motion approved 5-0.

Selectwoman Dube-Carpenter made a motion to increase the Class II license fee to \$100; seconded by Selectman Dunn; motion approved 5-0.

Selectwoman Dube-Carpenter made a motion to increase the boat ramp mooring fee for non-residents to \$100; seconded by Selectman Wood; motion approved 5-0.

Selectwoman Dube-Carpenter made a motion to increase birth, death and marriage certificates and dog licenses to \$10; seconded by Selectman Watson; motion approved 4-1. Selectman Wood opposed.

Chairman Wood made a motion to increase the non-residential Municipal Lien Certificate fee to \$100; seconded by Selectman Dunn. Motion approved 4-1. Selectman Watson opposed.

The Board discussed the demand fee.

Selectman Dunn made a motion to increase the demand fee to \$20; seconded by Chairman O'Neil; motion approved 3-2. Selectman Watson and Selectwoman Dube-Carpenter opposed.

VOTES OF THE BOARD

Minutes from July 9, 2018

Selectman Watson made a motion to approve the minutes of July 9, 2018; seconded by Selectman Dunn; motion approved 4-0-1. Selectman Wood abstained.

Executive Session Minutes from July 9, 2018

Selectman Watson made a motion to approve the executive session minutes of July 9, 2018; seconded by Selectman Dunn; motion approved 4-0-1. Selectman Wood abstained.

Accept the resignation of Jeff Pappas from the Capital Improvement Committee

Chairman O'Neil explained the committee did not feel they were a vital part of the community and he takes responsibility for his lack of outreach to the committee.

Selectman Wood made a motion to accept the resignation of Jeff Pappas from the Capital Improvement Committee; seconded by Selectman Dunn; motion approved 5-0.

Approve a 2018 Common Victualler License with a BYOB License for A Touch of Italian, LLC d/b/a the Groveland Diner, One Elm Park

Selectman Watson asked how the fee is \$100 if they just approved the increased fee. Selectman Wood said the fee is to cover both the Common Victualler and BYOB. The Board questioned whether the BYOB was for every day or just certain times. Selectman Dube-Carpenter suggested they restrict the BYOB to Friday night only. Selectman Wood indicated you could not restrict the license.

Selectman Watson stated that they will only have the license for 5 months so the Board can reevaluate when it comes time to renew.

Selectman Wood made a motion to table the matter until they have more information; seconded by Chairman O'Neil; motion denied 2-3. Selectman Wood and Chairman O'Neil voted in favor.

Selectwoman Dube-Carpenter made a motion to approve the Common Victualler License with a BYOB License for A Touch of Italian, LLC d/b/a the Groveland Diner; seconded by Selectman Watson; motion approved 4-1. Chairman O'Neil opposed.

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Approve the change of hours for Route 97 Liquors. Petition is to change the Sunday hours only, to open two hours earlier. The change is allowed under M.G.L. 138, §15

Selectman Watson made a motion to approve the change of hours for Route 97 liquors to open two hours earlier on Sunday. There was no second.

OLD BUSINESS

Chairman O'Neil introduced Dr. Justin Bartholomew, the new Superintendent of Schools. Dr. Bartholomew explained that they are going to have ALICE training and he knows there is a need to be fiscally responsible.

Selectman Watson spoke with the family about the boat discussed at the last meeting and they have no paperwork that it was ever sold or given to the Town of Groveland so Mr. Orlando can contact the family directly and they will give him a bill of sale.

Selectman Dunn gave the results of the business survey. Seven businesses responded and three said they have had problems with the ZBA. They also indicated that communication with town could be better. All businesses said best way to bring in business is to make permitting easier.

SELECTMEN REPORTS

Selectman Dunn received pricing on signs for The Pines. The Board needs to decide if the first year the cost would be higher to cover the cost of the sign or if the cost of the sign would be included in the price.

Selectman Watson said they are moving forward on the senior center research.

Chairman O'Neil stated there is a joint meeting of the building committee and school committee at Sweetster School to talk about the new high school.

CORRESPONDENCE

Pentucket Arts Grant Award Letter

FINANCE DIRECTOR'S TIME

Ms. Gilbert asked the Board if August 13th would work to meet in Executive Session to conduct negotiations with the new planner. The closing on the Uptack property will be at end of August. The Route 97 contractors would like to arrange a site visit to work out issues. Bradford Art Association wants to put signs up around town. The Board agreed that was fine and hoped Bradford would reciprocate if Groveland wanted to put signs in their town.

SELECTMEN'S TIME

Selectman Wood stated they are still working on the line painting for Main Street.

Selectman Watson stated the Cemetery Commission selected a new foreman and asked for a meeting on Monday night to vote on the appointment so he can start as soon as possible.

Selectwoman Dube-Carpenter made a motion to adjourn at 8:27PM; seconded by Selectman Wood; motion approved 5-0-0.

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

Respectfully submitted by: Laurie Burzlaff, minutes clerk.

**** Unanimously Approved on September 17, 2018 ****