

Groveland Board of Selectmen
Meeting minutes
August 20, 2018

Present: Chairman Bill O'Neil, Selectman Michael Wood and Selectman Ed Watson

Absent: Vice Chair Lisa Dube-Carpenter and Selectman Bill Dunn

Others present: Denise Dembkoski, Finance Director

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

Chairman O'Neil asked for a moment of silence for Jack Callaghan, Korean war hero, and longtime town volunteer, who passed away on August 12, 2018 at the age of 85.

RESIDENT/PUBLIC COMMENT

None

APPROVE WARRANTS

PW # 19-07 \$ 153,433.92

Chairman O'Neil made a motion to approve payroll warrant #19-07 in the amount of \$153,433.92; seconded by Selectman Wood; voted 3-0-0; warrant approved.

BW # 19-07 \$610,660.73

Bills Warrant Breakdown:

Town:	\$ 115,613
W/S:	\$ 72,786.22
Payroll Withholding:	\$ 6,219.82
Light Bills:	\$ 397,970.67
Grants & Revolving:	\$ 18,071.02

Chairman O'Neil made a motion to approve payroll warrant #19-07 in the amount of \$610,660.73; seconded by Selectman Wood; voted 3-0-0; warrant approved.

APPOINTMENTS

Appointment of Rebecca Oldham, Town Planner, as Groveland's primary Commissioner to the Merrimack Valley Planning Commission effective September 4, 2018.

Selectman Watson made a motion to appoint Rebecca Oldham, Town Planner, as Groveland's primary Commissioner to the Merrimack Valley Planning Commission, effective September 4, 2018; seconded by Selectman Wood; motion approved 3-0-0.

Appointment of Robert Arakelian, Planning Board Member, as Groveland's alternate Commissioner to the Merrimack Valley Planning Commission effective September 4, 2018.

Selectman Wood made a motion to appoint Robert Arakelian, Planning Board Member, as Groveland's alternate Commissioner to the Merrimack Valley Planning Commission effective September 4, 2018; seconded by Selectman Wood; motion approved 3-0-0.

Appointment of one of the following two candidates to the Groveland Housing Authority effective August 20, 2018 until the next annual election (May 6, 2019).

This appointment is to replace Linda Anderson, who resigned June 29, 2018.

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The candidates were Sharon Ann Grant, 111 River Pines Dr., Groveland and Inger Burke, 409 River Pines Dr., Groveland

Ms. Dembkoski stated that she left a message for Sharon Grant but had not heard back from her. Inger Burke was present and stated that she thought she would be more involved than the other candidate.

Selectman Watson made a motion to appoint Inger Burke to the Groveland Housing Authority, effective August 20, 2018 until the next annual election; seconded by Selectman Wood; motion approve 3-0-0.

Selectman Watson stated that his motion was based on the fact that Sharon Grant was not present and Inger Burke did run for the position in the last election. Additionally, Sharon Grant signed the letter of support for Inger Burke.

DISCUSSION AND POSSIBLE VOTE

Clarification of fee increases

Ms. Dembkoski stated that she assumes the new annual fees will be effective with the 2019 renewals. The demand fee would require a town meeting vote, so Ms. Dembkoski will draft a warrant article for the next town meeting.

Ms. Dembkoski asked the Board for an effective date for the one day liquor licenses, birth certificates, death certificates, marriage licenses and dog licenses.

Chairman O'Neil made a motion to make the fee increase for the annual liquor license, common victualler license, class II auto and boat ramp moorings effective January 1, 2019; seconded by Selectman Wood; motion approved 3-0-0.

Selectman Wood made a motion to make the fee increase for the one day liquor licenses, birth certificates, death certificates, marriage licenses and dog licenses effective January 1, 2019; seconded by Selectman Watson; motion approved 3-0-0.

Discussion of the State's Bond Bill

Ms. Dembkoski stated that the Board will need to vote in September which project they would like Senator Tarr and Representative Mirra to request funding for them to include in the state bond bill. The Board would need to choose between the Senior Center and the Town Center project.

Update on state projects

Ms. Dembkoski stated that the status of the capital projects from the May town meeting is as follows: highway radios have been purchased; police radios have been purchased; cruiser has been ordered and is expected to be delivered by end of September; and the Fire EMS vehicle has been ordered and should be received by first week in December.

With regard to CPA projects- Groveland Community Trail is still active, hoping to be complete by October of 2019; restoration of Riverview Cemetery is complete; restoration of Library documents has been completed and \$6300 was turned back to CPC. For the revitalization of the Pines, the fields project has spent \$91,000 to date and the boat ramp project is complete. The rest of the funds will be used for the irrigation system to pull from the river, reseed the field and put up a fence. The historical document restoration for town clerk's office has \$20,000 remaining and Ms. Dembkoski will speak with Mike Dempsey to see if it can be used elsewhere in Town Hall for scanning and archiving of other records. The historic property survey is completed and closed. The cemetery document management software has approximately \$6000 left. The cemetery old burial ground restoration has not spent anything so this project may just be closed. The cemetery veterans marker restoration will be completed soon. Nothing has happened with

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the \$55,000 for the veto museum. Part of the funds for updating the open space and recreation plan are going to Town Planner's salary and the remainder will be used for MVPC to help with the plan. The window control and parking lot improvements for Washington Hall have not been done.

Mike Dempsey spoke about the Johnson Pond Improvement project. They received a matching grant from the state which will help to complete the project and should be done in about a month. Mr. Dempsey stated that for the Johnson's creek management plan the engineer started the study and the report should be completed in December. The Department of Environmental Protection requires the report in order to get permits to compete the plan.

Mr. Dempsey stated that the roadway improvements to Veasey Park have been completed. The extension of conservation restrictions on two properties were approved by state legislature and the remaining work is just for fish and game to incorporate into their database. For the third property, Essex County Greenbelt will work on the restriction. Only \$300 has been spent to date on all three restrictions.

Discussion of Fall Special Town Meeting Date

Ms. Dembkoski indicated that in order to make any changes to the recreational marijuana bylaw, a town meeting would need to be held before the moratorium expires on December 31st. The Board discussed possible dates that would give enough time to have public hearings and to publish the warrant. The Board agreed to November 26, subject to the absent board members being available on that date.

VOTES OF THE BOARD

Accept the resignation of Myron Lacey, as Library Page, effective August 24, 2018

Selectman Wood made a motion to accept the resignation of Myron Lacey, as Library Page, effective August 24, 2018; seconded by Selectman Watson; motion approved 3-0-0.

OLD OR UNFINISHED BUSINESS

Chairman O'Neil asked about the toilet at the Pines. Ms. Dembkoski said they are waiting on a plumbing inspection and then the finish work will be done. The Board needs to decide who is going to clean, unlock and lock the bathrooms.

Chairman O'Neil asked about the employee handbook. Ms. Dembkoski said the group hopes to finish their recommendations soon.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING

In response to a question from Selectman Wood, Ms. Dembkoski stated that paving at Elm Park is tentatively scheduled for Friday night.

SELECTMEN REPORTS

Chairman O'Neil asked Selectman Wood to be the liaison between the Board and the Fire and Police departments.

Chairman O'Neil stated there was a joint meeting with the school building committee and school committee and they agreed upon the combined middle school/high school to be designed and built behind the current high school with an open area to provide natural light.

CORRESPONDENCE

Minutes from July 23, 2018

Minutes from August 13, 2018 Executive Session

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Email from Joe D'Amore regarding the Clean River Project

Ms. Dembkoski said that Joe D'Amore is asking for a response as to what the Board would like to do with regard to the Clean River Project. Mr. Watson stated that the health agent was going to walk the shore and provide a letter to the Board as to what she found.

FINANCE DIRECTOR'S TIME

The Route 97 water department work was completed and they repaired an additional section that was not the Town's responsibility but felt in best interest in town to complete.

Ms. Dembkoski stated that the Interim Fire chief is asking to be paid a stipend based on the fire chief's salary rather than tracking his hours.

Selectman Wood made a motion to change the acting fire chief's salary to a stipend based on the fire chief's salary effective August 1, 2018; seconded by Selectman Watson; motion approved 3-0-0.

Ms. Dembkoski stated that the MRI study is going well and they are gathering information then they will do the onsite visits.

Ms. Dembkoski announced there is a blood drive on Thursday, August 30th from 1-6pm.

SELECTMEN'S TIME

Selectman Wood said there is trash being dumped around town and asked people to properly dispose of their trash.

Selectman Wood made a motion to adjourn at 8:16PM; seconded by Selectman Watson; motion approved 3-0-0.

The next regular meeting will be held on **Monday, September 10, 2018** at 6:30PM.

Respectfully submitted by: Laurie Burzlaff, minutes clerk.

*** Approved on a vote of 3-0-2 with Selectmen Dunn and Dube-Carpenter abstaining ***