

Groveland Board of Selectmen
Meeting minutes
September 17, 2018

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

Others present Denise Dembkoski

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

RESIDENT/PUBLIC COMMENT

Chairman O'Neil thanked the first responders for helping Andover, North Andover and Lawrence during the gas incident on September 13th.

APPROVE WARRANTS

PW # 19-11 \$ 155,727.72

Chairman O'Neil made a motion to approve payroll warrant #19-11 in the amount of \$155,727.72; seconded by Selectman Wood; voted 5-0-0; warrant approved.

BW # 19-11 \$280,005.12

Bills Warrant Breakdown:

Town:	\$ 96,898.05
W/S:	\$ 15,741.51
Payroll Withholding:	\$ 4,737.61
Light Bills:	\$ 100,954.26
Grants & Revolving:	\$ 53,630.35
Chapter 90:	\$ 8,043.34

Chairman O'Neil asked for a breakdown of the grants and revolving.

Chairman O'Neil made a motion to approve bill warrant #19-11 in the amount of \$280,005.12; seconded by Selectman Wood; voted 5-0-0; warrant approved.

Pursuant to a request from Selectman Watson at the last meeting, Ms. Dembkoski gave a breakdown of the grants and revolving line item from the last meeting.

APPOINTMENTS

Appointment of Kelsey Fitzgerald, 180 School St., Groveland, to the position of Library Assistant effective September 18, 2018.

The position is for 18.5 hours/per week at a rate of \$12.24/hour. With this appointment, Kelsey resigns her position of Library Page. Kelsey was present to answer any questions.

Selectman Watson made a motion to appoint Kelsey Fitzgerald to the position of Library Assistant effective September 18, 2018; seconded by Selectman Dunn; motion approved 5-0-0.

Appointment of Mary Hohenstein, Salem, MA to the position of Library Page effective September 18, 2018.

This is a part-time position of up to 11 hours/week at a rate of \$11.22/hour. With this appointment, Mary resigns her position of Library Assistant. Mary was present to answer any questions.

Selectman Watson made a motion to appoint Mary Hohenstein to the position of Library Page effective September 18, 2018; seconded by Selectman Wood; motion approved 5-0-0.

DISCUSSION AND POSSIBLE VOTE

Darcy Lepore, Library Director, to provide an update on the Library and upcoming programs
Ms. Lepore listed the children and adult programs that were happening in October. Programs included kids yoga, a vehicle event and storybook walk.

Mike Dempsey to recap the summer activities at Veasey Park

Mr. Dempsey provided a recap of the summer activities that were at Veasey Park. They just completed a handicap accessibility evaluation of the park. It will take approximately \$200,000 to make the building completely accessible. Treetop ran a summer camp for 6 weeks at \$850 per week. The Johnson Pond cleanup is continuing and the management study final report is due in December.

Selectman Wood asked about the cost of the lily pad project. Mr. Dempsey stated they spent \$65,000 which was a combination of CPA and grant money.

Selectman Dunn asked if the increase in rent would go toward the insurance. Mr. Dempsey stated it will go toward the general fund but he will be working with Denise on the insurance.

Selectman Dunn suggested seeking grants from the state. Mr. Dempsey explained they cannot apply until the town is evaluated for handicap accessibility.

Selectman Dunn stated that he is not in favor of the lily pad project because they are just going to come back.

Selectman Watson asked how many years it would take to remove all the lily pads. Mr. Dempsey estimated it would take two more years. Mr. Watson asked about insurance for kids using the pond. Ms. Lopez stated that Treetop has liability insurance for the use of the pond. Mr. Watson asked Mr. Dempsey to look at emergency access to pond.

Chairman O'Neil asked if there was a study done for how long the removal of the lily pads will last. Mr. Dempsey stated he didn't have the information with him. Mr. O'Neil asked why there was a second camp when one already existed. Ms. Dube-Carpenter stated they are totally different camps. The Treetop camp is not run by the town but they rent the space.

Chairman Wood stated the total cost for the lily pad project over three years would be \$150,000 and they could have purchased a machine to do the work themselves.

Discussion of the State's DCAMM Bond Bill

Ms. Dembkoski spoke to Senator Tarr about the bond bill. In this current year a request was made for \$1.5 million for a new senior center. In a previous bond bill there was a request for the town square. The Board needs to choose which project is the priority. Selectman Dunn stated that a new senior center could be a building that is used as a shelter in case of an emergency. The Board discussed establishing a senior center committee. Selectman Watson will be meeting with the Council on Aging to discuss the issue. In response to a question from Selectwoman Dube-Carpenter about the process, Ms. Dembkoski stated that they would request the project be funded but they wouldn't get anything until the project has been approved by the town. Ms. Dembkoski stated that since the gas station has been sold, the town square project may not make sense anymore. Selectman Dunn suggested the previous senior center committee come to a meeting to explain what they did.

Selectman Dunn made a motion to request \$1.5 million for the senior center project; seconded by Selectman Watson; motion approved 5-0-0.

Creation of a Groveland Day Committee

Chairman O'Neil stated that many people have expressed their disappointment that there was not a Groveland Day for the second year in a row. Chairman O'Neil suggested a committee be

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formed of no less than five but no more than nine members and the charge would be to hold an event at the Pines that would highlight Groveland. Ms. Dembkoski asked if the committee would be responsible for raising the funds since there is no budget for the event. Ms. Dembkoski will advertise for the committee on the website. Ms. Dembkoski asked about whether they would want vendors. Selectman Dunn stated he heard it turned into an evening for the parents with alcohol rather than an event for families. Selectman Watson stated vendors pay a fee that would help support the event. The Board agreed the vendors need to be appropriate for a family event and not a flea market.

Selectman Dunn made a motion to form the Groveland Day Committee whose charge will be to raise money through donations, family craft vendors and sponsorships, to plan Groveland Day for September 2019 to bring the community together for a fun, family friendly event; seconded by Selectman Wood; motion approved 5-0-0.

Discussion of a Senior Center Committee

This matter was previously discussed under the bond bill.

Capital Improvement Committee Discussion

Ms. Dembkoski stated that there is only one person left on the Capital Improvement Committee, and the bylaw states that if at any time membership falls below three members, the decision on capital improvements reverts to the Board of Selectmen. Selectman Dunn volunteered to be on the committee. Selectwoman Dube-Carpenter suggested sending out the forms to the departments so the process is started while they try to find people to serve on the committee.

VOTES OF THE BOARD

Minutes from August 6, 2018

Selectwoman Dube-Carpenter made a motion to approve the minutes from August 6, 2018; seconded by Selectman Wood; motion approved 5-0-0.

Minutes from August 20, 2018

Selectman Watson made a motion to approve the minutes from August 20, 2018; seconded by Selectman Wood; motion approved 3-0-2; Selectmen Dunn and Carpenter abstained.

Accept the resignation of Katherine “Kacy” Bailey from the Zoning Board of Appeals effective September 11, 2018

Selectman Watson made a motion to accept the resignation of Katherine “Kacy” Bailey from the Zoning Board of Appeals effective September 11, 2018; seconded by Selectman Wood; motion approved 5-0-0.

OLD OR UNFINISHED BUSINESS

Selectman Dunn asked for a letter to be sent to the buyers requesting a closing date for the land sales. Ms. Dembkoski reached out to the Dehoulus last week and has not heard back. Ms. Dembkoski stated there originally was no closing date set because there was a title issue. The Board asked Ms. Dembkoski to send them a letter asking for a response within fifteen days and a closing date thirty days from the date of their response.

Selectman Dunn asked for a discussion about a facility if a disaster happened in Groveland. Selectman Dube-Carpenter stated that the Board of Health is tasked with having an emergency preparedness plan in place.

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Selectman Watson stated that they should consider asking legislators about funds for a generator for an emergency shelter.

Selectman Wood met with the superintendent and police to make sure schools are safe.

Selectman Wood asked for an executive session with Chief Gillen regarding security enhancements for town hall and the schools.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING

None

SELECTMEN REPORTS

Chairman O'Neil stated they had a meeting of the high school building committee where they voted on the specific project to bring to the MSBA. The final vote was unanimous for a new building for a combined high school/middle school with an open court yard.

CORRESPONDENCE

None

FINANCE DIRECTOR'S TIME

Ms. Dembkoski gave the breakdown of the grants and revolving funds for bill warrant 19-11.

Ms. Dembkoski stated that the Road Commissioner is planning a November retirement. The bill to change him from elected to appointed is still making its way through the senate. Until it is approved, the position cannot be posted. Bob said he would stay on one day a week to help with paperwork. Special legislation would be needed to establish a Department of Public Works. The ultimate goal of the finance board is to have a DPW.

Ms. Dembkoski has the warrant closing scheduled for October 15th and has asked departments to submit any warrant articles they may have prior to that deadline.

Ms. Dembkoski thanked the fire department for responding to Lawrence, Andover and North Andover.

SELECTMEN'S TIME

Selectman Dunn asked if the Board was willing to do a CPA project for the Pines. Selectwoman Dube-Carpenter suggested a committee to explore the options. Ms. Dembkoski stated they have all the documentation from the Washington Park playground. They can use that as a model to submit a CPA request. Selectman Dunn asked for the pavilion to be included and making the project bigger with perhaps a splash pad or another field. Ms. Dembkoski suggested the Board could do a community survey to be sent with the tax bill to gain feedback from residents on a number of items.

Selectman Watson said they can get time controlled locking system for the bathrooms. Mr. Watson said the some of the boards on the outside of the central fire station were rotting and thought the Board should get together with the building inspector to view the town buildings in order to come up with a warrant article to repair some of the problems with the buildings.

Chairman O'Neil stated that is what the Capital Improvement Committee is supposed to do.

Ms. Dembkoski stated that she has applied for a grant to have a capital assessment of existing infrastructure.

Chairman O'Neil asked about the personnel handbook. Ms. Dembkoski stated the committee gave her a draft and she provided them with some suggested revisions. The committee is hoping to have a final draft ready for the Board to review in January.

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Chairman O'Neil asked about speed bumps at the Pines. Ms. Dembkoski said she would follow up with the Road Commissioner.

Chairman O'Neil asked about the purchase of new microphones. Tracy Gilford, chair of the Cable Advisory Board, stated they were looking at what other towns are using and they were also looking into a speaker system for the room to make it easier for people in the room to hear.

Selectwoman Dube-Carpenter made a motion to adjourn at 9:07PM; seconded by Selectman Watson; motion approved 5-0-0.

The next regular meeting will be held on **Monday, October 1, 2018** at 6:30PM.

Respectfully submitted by: Laurie Burzlaff, minutes clerk.

*** Unanimously Approved on October 15, 2018 ***