



BOARD OF SELECTMEN
Meeting Agenda
Monday, May 8, 2023
Groveland Town Hall
183 Main Street, Groveland, MA 01834

TOWN OF GROVELAND
2023 MAY -4 AM 10:42
TOWN CLERK
RECEIVED/POSTED

This meeting will be in-person and also be broadcast live on Groveland Public Access, Channel 9, as well as through Zoom virtual meeting software for remote access.

Join Zoom Meeting

<https://zoom.us/j/93995174414?pwd=dnpQNjNmTVpOVHA0bWdUMHBMeFhvQT09>

Meeting ID: 939 9517 4414

Passcode: 948618One tap mobile

+13126266799,,97830520065#,,, *948618# US (Chicago)

+16469313860,,97830520065#,,, *948618# US

6:30 P.M.

CALL MEETING TO ORDER AT 6:30PM

PRESENTATION

Presentation of certificates to the Girl Scout Daisy Troop 64466 to recognize their Art Installment titled 'Our Community' being displayed at Town Hall.

REORGANIZATION OF THE BOARD

PUBLIC COMMENT *Written submissions for public comment must be made before the start of the meeting per the Board of Selectmen's Public Comment Policy amended November 13, 2017.*

APPROVE WARRANTS:

PW # 23-45 \$

BW# 23-45 \$

APPROVAL OF THE MINUTES

APPOINTMENTS OF THE BOARD

1. Appointment of Daniel Rio, 39 Georgetown Road Boxford, to Senior Laborer/Operator position in the Highway Department effective June 5, 2023 for 40 hours a week at \$30.29/hour contingent upon a successful CORI.

VOTES OF THE BOARD

2. Accept the resignation of Sarah Sheehan McGrath from the Finance Board
3. Accept Resignation of Heather Torres as Office Manager for the Water and Sewer Department

DISCUSSION & POSSIBLE VOTE

4. Approve Field Use Permit submitted by Nicole Mirasolo for a Soccer Clinic to use Shanahan Field July 24th-28th and July 31st-Aug 4th
5. Approve Field use Permit submitted by Mohit Saini to use 150 Center Street to play cricket from May 13th through September 24th.
6. Cross Country Sewer Line Extension – Roadway Improvements, Selectmen Watson
7. Proposed Cemetery Fee Increase, Cemetery Superintendent Charles Desrosiers
8. FY23 Budgetary Transfers, Town Administrator
9. Dogs on the Community Trail, Selectmen Watson

TOWN ADMINISTRATOR'S TIME

SELECTMEN'S TIME & REPORTS *Time to be used to make statements, propose future agenda items, or congratulate residents/teams on accomplishments; this time should not be used to initiate a discussion.*

OLD OR UNFINISHED BUSINESS

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING

CORRESPONDENCE

10. Invitation to Memorial Day Service from American Legion Thursday May 25th at 6:30PM at the Central Fire Station
11. Officer Daniel McDonald Graduates from Police Academy Press Release
12. Board of Selectmen Meeting Minutes April 24, 2023
13. Board of Selectmen Meeting Minutes April 10, 2023

EXECUTIVE SESSION: *Conference Room*

- MGL Ch. 30A §21(a)2: To conduct strategy sessions in preparations for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel (Police Chief).

The Board will adjourn from Executive Session and not return to Open Session

The next regularly scheduled meeting of the Board of Selectmen will be Monday, May 22, 2023, at 6:30PM.

23-45 BILLS WARRANT BREAKDOWN:

Town: \$
W/S: \$
Payroll Withholding: \$
Health Insurance: \$
Whittier Assessment: \$
Capital: \$

Light Bills: \$
Grants & Revolving: \$
Chapter 90: \$
Pentucket Assessment: \$
Essex Tech Assessment: \$

Rebecca Oldham

From: Renny Carroll
Sent: Friday, May 5, 2023 8:37 AM
To: Rebecca Oldham
Subject: Appointment of Senior operator/Driver

Good morning Rebecca,

I look to appoint Daniel Rio to the position of Senior operator/driver/labor for the town of Groveland at the starting rate of 30.29hr his effective start date was agreed upon Monday June 5th 2023.

All the best,
Renny Carroll
Highway Superintendent
Town of Groveland
183 Main Street
Groveland, MA 01834
978-556-7208



Daniel Rio

Boxford, Ma 01921

Objective Experienced and proven Automotive/Diesel Technician with a desire to utilize my training and experience in the Diesel Truck Field with a company that I will be able build a career with.

Summary I am a highly motivated craftsman with a proven ability to learn quickly that possesses the ability to meet heavy work assignments and deadlines under strict time constraints. This strong commitment and desire to succeed and my ability to work independently or as part of a team; uniquely positions me for success at all levels or performance.

Education ***Universal Technical Institute (UTI)*** ***Norwood, Massachusetts***
Automotive Technology with Ford Motor Company Training - Graduated October, 2007

- Diesel Engine Performance Diagnostics
- Automotive Engines and Repair
- Power and Performance IA, IB, II
- Electronic Fundamentals and Technology
- Automotive Power train
- Electronic Diagnostics
- Professional Service Writing
- All Ford Systems
- Climate Control
- Automatic Transmissions
- Fuel and Ignition Systems
- Advance Diagnostic Systems
- Automotive Undercar
- Braking Systems

Northeast Metropolitan Regional Technical High School ***Wakefield, Massachusetts***
Automotive Technology Training - Craftsmanship Award Recipient - Graduated June, 2006

Credentials

OSHA 10 certification
State fire Marshall Safety Certification (HOT WORK Certification)
CPR Certificate
OSHA Lock Out Tag Out certificate
2A Hoisting Engineer's license
CDL Class A with air brakes and tank ends
ASE Certified Master Technician (A1-A8)
Ford Vehicles and Diesel certifications
Deane Thomas Foundation Award (Auto) - 2006
EPA Section 609 Certified (HVAC)
V.I.C.A. Vocational Industries Clubs of America
Work Zone Safety Certificate
Trench Safety certification
AFSCME 1703 chairman Oct 2016 - Oct 2017
AFSCME 1703 vice chairman Oct 2017- Present
Bucket Truck Operator certification
DOT Medical Card
Craftsmanship Award

Employment

Schindler Elevator. Walpole, Massachusetts May, 2022- Present

IUEC Local Union 4

Elevator installation apprentice

- Install new construction 3300 series Schindler elevators under the guidance of the licensed mechanic

Town of Reading DPW. Reading, Massachusetts Oct, 2015- May, 2022

AFSCME Local Union 1703

Technician 1 Grade 17 Working Foreman

- Maintain all Town of Reading DPW Equipment (pickups, heavy truck, construction equipment)
- Maintain Reading Fire Dept. Equipment (ladder truck, fire engines)
- Maintain Reading Police Vehicles
- Emergency on call for snow removal, disaster Etc.
- Welding and plow fabrication (MIG, Limited Stick/TIG)
- Repair and diagnosis hydraulic systems

Ryder Truck Rental and Leasing. Stoneham, Massachusetts

March, 2013 – Oct, 2015

Machinist and Aerospace workers. Local Union 447

Level 3 Technician

- Road Service
- Airbrake Repair and Maintenance including tractor/trailer ABS
- Diesel Fuel Systems (Cat, Cummings, Izuzu, Detroit, International)
- DEF System Repair
- Basic Reefer Truck body service
- Wiring diagnosis
- Lift gate Repair and diagnosis
- A/C systems
- Preventive Maintenance

Stoneham Ford. Stoneham, Massachusetts

July, 2007 - March, 2013

Diesel Truck Division

- Truck Safety and Maintenance
- Front End Repair
- Truck Braking Systems
- Diesel Fuel Injection Systems

Automotive Repair Division

- Electronic Diagnostics
- Power train Diagnostics and Repair
- Front End Repair
- HVAC Diagnostics and Repair

Casella Automotive and Repair, Saugus, Massachusetts

April, 2005 - June, 2007

- Oil Changes, Tires, Alternators, Belts, and Coolant Flushes
- Braking Systems and Front End Repair

Bowdoin Square Exxon, Boston, Massachusetts

June, 2004 - September, 2004

- Oil Changes, Tire Repairs and Shop Maintenance

References Available Upon Request

Rebecca Oldham

From: Sarah Sheehan <s.sheehan21@comcast.net>
Sent: Friday, April 28, 2023 12:31 PM
To: Ruth Rivard; Alex Woods; Bill O'Neil; James Scanlon; Melissa Baker; Rebecca Oldham
Subject: Finance Board

Good Afternoon,

It is with regret that I am writing to inform you of my decision to resign my position on the Finance Board, effective immediately.

My other commitments have become too great for me to be able to fulfill the requirements of my position on the Board, and I feel it is best for me to make room for someone with the time and energy to devote to the job.

It has been a pleasure being a part of the Finance board. I am so proud of all we have accomplished.

Sincerely,

Sarah Sheehan McGrath
Sent from my iPhone

Heather Torres

Resignation Letter

April 7, 2023

To Colin,

Kindly accept this letter as my formal resignation as the office manager for the Groveland Water and Sewer Department. My last day will be Friday, April 21, 2023.

I am incredibly grateful for the opportunities that I have been given during my time as the office manager. Please let me know how I can be of help during the transition period. I wish you and the department the very best going forward.

Sincerely,

A handwritten signature in cursive script that reads "Heather Torres".

Heather Torres

Rebecca Oldham

From: Booking system <no-reply@grovelandma.com>
Sent: Tuesday, April 18, 2023 11:48 AM
To: Rebecca Oldham
Subject: You've received a new booking request!

You need to approve a new booking Shanahan Field - Minor for: July 24, 2023 08:00, August 4, 2023 13:30

Person detail information:

Start Time:08:00
End Time:13:30
Organization Name:Pentucket Soccer Academy
Person in Charge:Nicole Mirasolo
Address:169 7 Star Rd
Town:Groveland
Zip Code:01834
Email:Norlandella14@yahoo.com
Phone:6177218028
How many games?:0
How many players?:
How many hours?:9-1

Details:

Fundamental soccer clinic. Currently, 20 children per week but subject to change. July 24-28 and July 31-Aug are the weeks of the clinics. Grades K-8.

Currently a new booking is waiting for approval. Please visit the moderation panel https://grovelandma.com/wp-admin/admin.php?page=wpbc&view_mode=vm_listing&tab=actions&wh_booking_id=20.

Thank you, Town of Groveland, MA
<https://grovelandma.com>

Rebecca Oldham

From: Booking system <no-reply@grovelandma.com>
Sent: Tuesday, May 2, 2023 1:22 PM
To: Rebecca Oldham
Subject: You've received a new booking request!

You need to approve a new booking 150 Center Street for: May 13, 2023 11:00 - May 14, 2023, May 20, 2023 - May 21, 2023, June 3, 2023 - June 4, 2023, June 10, 2023 - June 11, 2023, June 24, 2023, July 1, 2023 - July 2, 2023, July 15, 2023 - July 16, 2023, July 29, 2023 - July 30, 2023, August 5, 2023 - August 6, 2023, August 19, 2023 - August 20, 2023, August 26, 2023 - August 27, 2023, September 9, 2023 - September 10, 2023, September 23, 2023 - September 24, 2023 18:30

Person detail information:

Start Time:11:00
End Time:18:30
Organization Name:United
Person in Charge:Mohit Saini
Address:36 joseph smith lane
Town:Boxford
Zip Code:01921
Email:mohitsaini099@gmail.com
Phone:+1 (978) 973-0066
How many games?:25
How many players?:
How many hours?:7
Details:

Renting the ground for game of cricket, Filling out the application as per instructed by Rebecca. We thank you so much for your Flexibility and Help on this.

Currently a new booking is waiting for approval. Please visit the moderation panel https://grovelandma.com/wp-admin/admin.php?page=wpbc&view_mode=vm_listing&tab=actions&wh_booking_id=23.

Thank you, Town of Groveland, MA
<https://grovelandma.com>



RIVERVIEW CEMETERY

TOWN OF GROVELAND CEMETERY COMMISSION

161 Main Street
Groveland, Massachusetts 01834
(978) 891-2539

Fee Schedule-Draft

All payments are made at the Finance Department located in the Groveland Town Hall. Payment is by personal check or bank issued check made out to the Town of Groveland.

Sale of Traditional Lot:	\$1,000 (Single Grave)
	\$1,800 (Two Grave)
	\$3,500 (Four Grave)

Sold to residents who have resided in Town for more than 10 years. Maximum lot size is 12 graves. Includes perpetual care. **Two** additional cremation interments are permitted for each grave.

Sale of Cremation Lot \$375.00 per grave
One cremation remain is permitted in each cremation Lot. Flat Markers only.

Burial Fee: \$250.00
Includes all records. All traditional interments are performed by a contractor selected by the cemetery. No burials are permitted on Sundays and holidays. Fee paid by Funeral Home.

Cremation Burial Fee:
Includes burial fee, vault and ground opening. Cremation burials performed by cemetery superintendent unless other plans made.

April 1- December 1 (Ground Permitting)
Monday thru Friday

\$700.00

Saturday Burials (arriving before 1) **\$200** Overtime Fee (Additional)
Burials arriving after 2:00 \$100 (Additional to burial fee)
Burials arriving after 3:00 \$200 (Additional to burial fee)
Tent (10x10 Pop-up Canopy) \$50.00

All Burials must be call in to Cemetery Office at least 24 hours in advance

Disturbance Fee: **\$500**
Should remains need to be removed from a lot, there is a fee for repairs and maintenance of the ground.

Headstone Foundation Setting Per Lot: \$100.00 per sq. ft.
Footstone Placement: \$150.00
Veteran Head or Foot Stone Placement: No Charge

Deed Request:

Replacement deed with signatures \$25.00
Photo copy of original deed \$10.00



Town of Groveland
Office of the Town Administrator
183 Main Street
Groveland, Massachusetts 01834



Memorandum

To: Board of Selectmen
From: Rebecca Oldham, Town Administrator
Date: May 5, 2023
Subject: Fiscal Year 2023 Transfers
CC: Finance Board

FINANCE

Treasurer Online Payment Fees 1001-133-52001-052 : \$500

The line item was not budgeted properly. This line item addresses the online payment set-up and transactions for the Clerk, Excise Tax, Real Estate/Personal Property Tax, Water/Sewer and Fire Department. It was increased for fiscal year 2024.

Payroll Fees 1001-145-52002-052: \$1,500

Payroll fees were slightly higher for moving to electronic checks and providing access to employee pay information/W-2's online.

Postage 1001-145-52300-052: \$5,000

Stamp prices have risen 32% since early 2019 when they rose from 50 cents to 55 cents. Rates continue to climb, and new rates include a 3-cent increase in the price of a First-Class Mail Forever stamp to 63¢. We print and mail our tax bills.

Tax Title 1001-145-52990-052: \$10,000

During 2022, the Town initiated communication with outside counsel to establish a process to resolve old tax title receivables, and in 2022 the Town collected a number of properties with outstanding balances. The Town in 2023 started to take steps to foreclose on those properties in which the probability of collecting is remote. This process has required additional legal assistance beyond what is budgeted for as some of those property owners remain unknown.

TECHNOLOGY

Computer Hardware Maintenance License Fees 1001-155-52000-052: \$20,000

The Town has an IT contract with Boston Sound System Solutions (BSS) for our computer/server infrastructure and maintenance of machinery. We also have annual subscription for VADAR (finance), ClearGOV (budgeting), DocuSign (human resources) Wayne Alarm (security) and for the website. Additionally, the Town pays for firewall and SPAM, email filter and archiving and virus protection. This year we transitioned to Microsoft Office 365 and switched phone vendors. This required additional work from our IT vendor when it came to installation of switches, onsite support and other coordination efforts. We also had the security system go down which required additional service calls to Wayne Security. These were not budgeted expenses.

(978)556-7204

www.grovelandma.com | ROldham@grovelandma.com

ECONOMIC DEVELOPMENTConservation Expenses 1001-171-52000-052: \$500

The funds budgeted in this line item helped pay for one installment of the insurance for Veasey Memorial Park, which was an unexpected expense. Funds are needed for mailing permits to residents as well as the Department of Environmental Protections, which must be sent certified return receipt which is about \$8.10 per piece of mail. These funds will also be used to purchase signs for the Community Trail.

FACILITIESUtilities 1001-192-53000-053: \$34,000

We had two electric rate increases. They totaled 14% over the rate we had last Spring. National Grid gas prices also increased. Additionally, with the transfer to the new phone system and leaving our former phone carrier, we had a few overlapping bill cycles with our prior carrier. There were many contributing factors that were beyond our control.

POLICE DEPARTMENTTraining Wages 1001-210-51400-051: \$2,700

The Police Department received new firearms and the officers are required to train at the range and be certified before they can carry the new firearms.

HIGHWAYSSnow and Ice 1001-421-52300-053: \$1,800

Salt prices increased over 20% per ton this year. Additionally, the price of parts for the plow trucks increased because of supply chain issues. A few parts even tripled such as plow pistons, starter motors and hydraulic pumps.

We did cover most of the overage in this account with an allocation of \$50,000 Free Cash at the 2023 Annual Town Meeting. However, there were a few late invoices that were received after the warrant was posted.

COUNCIL ON AGINGCOA Expenses 1001-541-52000-052: \$600

The line item was not budgeted properly. The COA requested that \$600 be transferred to pay for the last quarter of the T-Mobile account.

COA Van Maintenance 1001-541-52400: \$1,100

The line item was not budgeted properly. The COA requesting \$1,100 be transferred to pay for the last quarter of FY23's fuel consumption.

DEBT SERVICESDebt Service Admin Fee 1001-710-53000-053: \$4,000

The line item was not budgeted properly. We had the debt service and administration fee budgeted. However, the FY23 budget did not account for the additional fee for administration in relation to the General Obligation Bond Anticipation Notes (BAN).

**TOWN OF GROVELAND
BUDGETARY TRANSFERS
FOR THE YEAR ENDING 06/30/2023**

GENERAL FUND

TRANSFER FROM:

Selectmen

Stipends	
1001-122-51900-051	(\$6,000)

Town Counsel

Legal Expenses	
1001-151-52000-052	(\$10,000)

Econ. Dev. Planning & Conservation

Conservation Agent Wages	
1001-182-51200-051	(\$13,000)
Admin Assistant Wage Expense	
1001-182-51210-051	(\$5,000)

Municipal Buildings

Repairs & Maintenance	
1001-192-56500-052	(\$2,000)

Police Department

PD Reserve Wages	
1001-210-51401-051	(\$7,700)
PD Fuel Expense	
1001-210-58000-058	(\$5,000)

Fire Department

Fire Drill Wages	
1001-220-51401-051	(\$10,000)
Fire EMS Certification Wages	
1001-220-51402-051	(\$3,000)

Highways

Front End Loader (Lease)	
1001-421-52120-052	(\$5,000)

Council on Aging

COA Director Salary	
1001-541-51100-051	(\$15,000)

TOTAL	<u>(\$81,700)</u>
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TRANSFER TO:

Treasurer

Online Payment Fee	
1001-145-52001-052	\$500
Payroll Fees	
1001-145-52002-052	\$1,500
Postage	
1001-145-52300-052	\$5,000
Tax Title	
1001-145-52990-052	\$10,000

Technology

Computer Hardware Maint. & Lic. Fees	
1001-155-52000-052	\$20,000

Econ. Dev. Planning & Conservation

Conservation Expenses	
1001-182-52000-052	\$500

Municipal Buildings

Utilities	
1001-192-53000-053	\$34,000

Police Department

Training Wages	
1001-210-51400-051	\$2,700

Highways

Snow & Ice Removal	
1001-421-52300-053	\$1,800

Council on Aging

COA Expenses	
1001-541-52000-052	\$1,100
COA Van Maintenance	
1001-541-52400-052	\$600

Debt Service

Debt Administrative Fees	
1001-710-53000-053	\$4,000

TOTAL	<u>\$81,700</u>
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By a Vote of the Finance Board at a meeting held on May 10, 2023 the transfers listed on this page were approved.

Chairman, Groveland Finance Board

By a Vote of the Board of Selectmen at a meeting held on May 8, 2023 the transfers listed on this page were approved.

Chairman, Groveland Board of Selectmen



WOULD YOU PLEASE HAVE ON THE TOWN BULLETIN BOARD FOR
TOWN AWARENESS

MEMORIAL DAY CEREMONY
THURSDAY MAY 25 2023 6:30pm
AT THE FIRE STATION
THANK YOU
SEMPER FI

David Tuttle Commander
American Legion Post 248
sgtmajdit@aol.com
978-603-8107

Rebecca Oldham

From: Kayla Rochon (JGPR) <kayla@jgpr.net>
Sent: Tuesday, May 2, 2023 4:08 PM
To: Rebecca Oldham
Subject: Groveland Police Officer Graduates from Police Academy

Display problems? [Open this email in your web browser.](#)

Groveland Police Department

Jeffrey T. Gillen,
Chief of Police
181 Main St.
Groveland, MA 01834



FOR IMMEDIATE RELEASE

Tuesday, May 2, 2023

Media Contact: Kayla Rochon
Phone: 617-993-0003
Email: kayla@jgpr.net

Groveland Police Officer Graduates from Police Academy



Officer Daniel McDonald graduated from the MPTC Police Academy on April 28. (Photo Courtesy Groveland Police Department)

GROVELAND — Chief Jeffery Gillen is pleased to announce that Groveland Police Officer Daniel McDonald graduated from the Municipal Police Training Committee Police Academy.

Officer McDonald graduated from the MPTC Lynnfield academy on April 28, after completing the six-month training program.

Officer McDonald, who is a resident of Haverhill, began his career with the Groveland Police Department in July 2022 as a part-time officer and dispatcher, after obtaining his bachelor's degree in criminal justice from Fitchburg State University.

Having graduated from the academy program, Officer McDonald is now a full-time officer for the Town of Groveland and will be assigned to the overnight patrol shift.

“I am proud of Officer McDonald's accomplishments and his commitment to serving the residents of Groveland,” said Chief Gillen. “We are pleased to have him as a member of our team, and I wish him well as he starts this next chapter of his career.”

###

A message from the Groveland Police Department

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Georgetown, MA 01833

617-993-0003



BOARD OF SELECTMEN

Meeting Agenda

Monday, April 24, 2023

Bagnall Elementary School

253 School Street, Groveland, MA 01834

Present: Acting Chair Jason Naves, Selectmen Kathleen Kastrinelis, Mark Parenteau,
Town Administrator, Rebecca Oldham, Town Counsel, Adam Costa

CALL MEETING TO ORDER: Chair Watson called the meeting to order at 6:33 pm.

APPROVE WARRANTS:

PW # 23-43 \$ 200,402.53

A motion was moved by Selectman Naves and seconded by Selectman Parenteau to approve Warrant PW # 23-43 in the amount of \$ 200,402.53. Voted: 4-0. One absent

BW# 23-43 \$ 868,342.60

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve Warrant BW #23-43 in the amount of \$ 868,342.60. Voted: 4-0. One absent.

APPROVAL OF THE MINUTES

Board of Selectmen Meeting Minutes March 13, 2023

Board of Selectmen Meeting Minutes March 27, 2023

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve the Board of Selectmen for March 13, 2023, and March 27, 2023. Voted: 4-0. One absent.

VOTES OF THE BOARD

1. Vote to approve either constables or police presence during 2023 elections, Town Clerk

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve the Board of Selectmen for March 13, 2023, and March 27, 2023. Voted: 4-0. One absent.

DISCUSSION & POSSIBLE VOTE

2. Approve Special Event Permit submitted by Andi Hannula on behalf of the Groveland Boy Scout Troop 87 to use Perry Park on May 6th from 8:15AM to 1:30PM for their annual recycling event.

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve the Special Event Permit. Voted: 4-0. One absent.

3. Discuss 2023 Annual Town Meeting Articles with Town Counsel

The Board met Adam Costa with Mead, Talerman & Costa. Discussed process.

TOWN ADMINISTRATOR'S TIME: None.

SELECTMEN'S TIME & REPORTS *Time to be used to make statements, propose future agenda items, or congratulate residents/teams on accomplishments; this time should not be used to initiate a discussion.* None.

OLD OR UNFINISHED BUSINESS: None.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING: None.

CORRESPONDENCE

Resignation of Shawn Cass as the Council on Aging Director

ADJOURNMENT:

A motion was moved by Selectman Kastrinelis and seconded by Selectman Parenteau to adjourn the meeting at 6:00 pm. Voted: 4-0. One absent.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, May 8, 2023, at 6:30PM.

Respectfully submitted,

Rebecca Oldham

23-43 BILLS WARRANT BREAKDOWN:

<i>Town:</i>	<i>\$ 61,159.90</i>
<i>W/S:</i>	<i>\$ 16,484.25</i>
<i>Payroll Withholding:</i>	<i>\$ 3,785.17</i>
<i>Health Insurance:</i>	<i>\$</i>
<i>Whittier Assessment:</i>	<i>\$</i>
<i>Capital:</i>	

<i>Light Bills:</i>	<i>\$ 541,302.27</i>
<i>Grants & Revolving:</i>	<i>\$ 246,611.01</i>
<i>Chapter 90:</i>	<i>\$</i>
<i>Pentucket Assessment:</i>	<i>\$</i>
<i>Essex Tech Assessment:</i>	<i>\$</i>



BOARD OF SELECTMEN

Meeting Minutes

Monday, April 10, 2023

Groveland Town Hall

183 Main Street, Groveland, MA 01834

This meeting was in-person and also broadcast live on Groveland Public Access, Channel 9, as well as through Zoom virtual meeting software for remote access.

PRESENT: Chair Ed Watson, Selectmen Kathleen Kastrinelis, Jason Naves, Selectman MacDonald.
Rebecca Oldham, Town Administrator

ABSENT: Selectman Mark Parenteau

CALL MEETING TO ORDER AT 5:00PM – Chair Watson called the meeting to order at 5:00 pm.

VOTES OF THE BOARD:

1. 2023 Annual Town Meeting:

Article 1 – Snow & Ice - \$50,000:

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to recommend favorable action. Voted: 3-0. Two Absent.

Article 4 – Easement for Uptack Culvert project (Mass Works Grant) – Raise & Appropriate.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to recommend favorable action. Voted: 3-0. Two Absent.

Article 5 – Eminent Domain – 908 Salem Street (Mass Works Grant) – property owner donated the easement to the town.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to recommend favorable action. Voted: 3-0. Two Absent.

Article 18 – Amend Zoning Bylaws - clarifies that the Building Inspector is the Enforcement Officer. Sam was present and addressed the Board to explain.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to recommend favorable action. Voted: 3-0. Two Absent.

Article 19 – Amend Zoning Bylaws to add definition of farm – nonexempt.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to recommend favorable action. Voted: 3-0. Two Absent.

Selectman MacDonald arrived at 5:16 pm.

Article 20 – amend Zoning Bylaws to delete and replace Section 50 -8.2a – Irregular shaped lots.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to recommend favorable action. Voted: 4-0. One Absent.

Article 37 – Transfer \$7,398.05 from Conversation Commission Fees Account to Conversation Expense Account for operating costs.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to recommend favorable action. Voted: 4-0. One Absent.

Article 45 – re-vote – an error was identified at the Finance Meeting on the Omnibus Budget.

The overall increase is 3 % over last year and there is \$2,000 left over.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to recommend favorable action \$21,803,462 as recommended for each line item in the Finance Board column in the Omnibus Budget. Voted: 4-0. One Absent.

Article 47 – Citizens Petition – vote to petition the General Court for Special Legislation to decrease the size of the BOS from five to three. TA Oldham noted this would also have to go to a ballot and requires a Home Rule Petition.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves for unfavorable recommendation. Voted: 3 – 1. One Absent. Chair Watson voted against.

- **Approve and Post Warrant**

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to set the date of the Annual Town Meeting as April 24, 2023, at 7:00 pm at Bagnall Elementary School and to post the 2023 Annual Town Meeting Warrant. Voted: 4-0. One Absent.

PUBLIC COMMENT: *Written submissions for public comment must be made before the start of the meeting per the Board of Selectmen's Public Comment Policy amended November 13, 2017.*

- *None.*

APPROVE WARRANTS:

PW # 23-41 \$ 182,159.78

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve warrant PW #23-41 in the amount of \$182,159.78. Voted 4 – 0. One absent.

BW# 23-41 \$ 1,384,973.33:

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve warrant BW # 23-41 in the amount of \$1,384,973.33. Voted 4 – 0. One absent.

APPROVAL OF THE MINUTES:

- *None.*

APPOINTMENTS OF THE BOARD:

- *None.*

PUBLIC HEARING:

LIQUOR LICENSE TRANSFER HEARING: The Groveland Board of Selectmen will hold a public hearing on Monday, April 10, 2023, at 6:30 P.M. at Town Hall, 183 Main Street, Groveland, MA on the application for Transfer of an On-Premises, Restaurant All Alcoholic Beverages License from T&B Clifford LLC d/b/a PUB97, 935 Salem Street, Groveland, MA to Carbone Pub 97, LLC d/b/a Pub 97, 935 Salem Street, Groveland, MA. Peter M. Carbone is the proposed Manager.

Description of premises: 935 Salem Street. Two Story Building with business on first floor. Approximately 3,888 square feet.

Chair Watson read the public hearing notice. Peter Carbone was present and addressed the Board. He is taking over the business.

A motion was moved by Selectman MacDonald and seconded by Selectman Kastrinelis to close the Public Hearing. Voted: 4 – 0. One Absent.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to approve the application for Transfer of an On-Premises, Restaurant All Alcoholic Beverages License from T&B Clifford LLC d/b/a PUB97, 935 Salem Street, Groveland, MA to Carbone Pub 97, LLC

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d/b/a Pub 97, 935 Salem Street, Groveland, MA. Peter M. Carbone is the proposed Manager.
Voted 4 – 0. One absent.

DISCUSSION & POSSIBLE VOTE:

2. Approve Property Permit submitted by Erik Dentremont on behalf of the Charles River Wheelers to use Shanahan Field (turnaround only) for a cycling rest stop on May 13, 2023.
Ed Cheng, President, Charles River Wheelers attended the meeting via Zoom and explained he request; this will be used as a rest stop for a club bike ride.
A motion was moved by Selectman Kastrinelis and seconded by Chair Watson to approve Property Permit submitted by Erik Dentremont on behalf of the Charles River Wheelers to use Shanahan Field (turnaround only) for a cycling rest stop on May 13, 2023, and to provide portable bathrooms. Voted: 3 – 0. Two absent. Selectman Naves stepped away from the meeting.
3. Approve Property Use Permit submitted by Paula Figelski for the NorthShoreCyclist to use the Pines Recreation Area Utility Field Utility Filed #2 for a picnic on August 6, 2023. 8:00 am - 2:00 pm.
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to Approve Property Use Permit submitted by Paula Figelski for the NorthShoreCyclist to use the Pines Recreation Area Utility Field Utility Filed #2 for a picnic on August 6, 2023. 8:00 am - 2:00 pm. Voted: 4-0. One Absent.
4. Approve Property Use Permit submitted by Megan Stephens for Ride to End ALZ New England for Elm Park for a cycling rest stop on June 3, 2023, from 8AM to 2PM.
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to Approve Property Use Permit submitted by Megan Stephens for Ride to End ALZ New England for Elm Park for a cycling rest stop on June 3, 2023, from 8AM to 2PM. Voted: 4-0. One Absent.
5. Approve Field Use Permit submitted by Julie Wisniewski for Pentucket Lacrosse to use the Pines Recreation Area Utility Field #1 April 6, 2023, through June 8, 2023, on Thursdays from 5:30PM to 7PM.
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to Approve Field Use Permit submitted by Julie Wisniewski for Pentucket Lacrosse to use the Pines Recreation Area Utility Field #1 April 6, 2023, through June 8, 2023, on Thursdays from 5:30PM to 7PM. Voted: 4 – 0. One Absent.
6. Approve Field Use Permit submitted by Jeff Meisner for Pentucket Babe Ruth to use the Pines Recreation Area Baseball Field from April to June 2023.
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to Approve Field Use Permit submitted by Jeff Meisner for Pentucket Babe Ruth to use the Pines Recreation Area Baseball Field from April to June. Voted: 4 – 0. One Absent.
7. Approve Field Use Permit submitted by Dan Thorton for Pentucket Regional School District Varsity Team to use the Pines Recreation Area Baseball Field from April to May 2023.
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to Approve Field Use Permit submitted by Dan Thorton for Pentucket Regional School District Varsity Team to use the Pines Recreation Area Baseball Field from April to May 2023. Voted: 4 – 0. One Absent.
8. Approve Field Use Permit submitted by Karen Label for Pentucket Youth Softball to use the Pines Recreation Softball Field for April 10, 2023, to June 30, 2023.
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to Approve Field Use Permit submitted by Karen Label for Pentucket Youth Softball to use

the Pines Recreation Softball Field for April 10, 2023, to June 30, 2023. Voted: 4 – 0.
One Absent.

9. Approve Special Event Permit submitted by Lisa Chandler for the Pines Recreation Area for Groveland Day September 9, 2023.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to Approve Special Event Permit submitted by Lisa Chandler for the Pines Recreation Area for Groveland Day September 9, 2023. Voted: 4 – 0. One Absent.

10. Approve a One-Day Liquor License for Katelyn Alcott at Veasey Memorial Park for a Wedding on May 28, 2023, from 5PM to 9PM. Paperwork is in order.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to Approve a One-Day Liquor License for Katelyn Alcott at Veasey Memorial Park for a Wedding on May 28, 2023, from 5PM to 9PM. Voted: 4 – 0. One Absent.

11. Donation of Parcel ID: 52-003-A to the Conservation Commission, Mike Dempsey

Mike Dempsey, Conservation was present and addressed the Board. This abuts Veasey Park.

A motion was moved by Selectman Kastrinelis and seconded by Chair Watson to accept the Donation of Parcel ID: 52-003-A to the Conservation Commission. Voted: 3 – 0.

Two Absent. Selectman Naves stepped away from the meeting.

The Board took a short recess so that TA Oldham and Selectman Naves could return to the meeting.

12. Town Administrator Evaluation

TA Oldham agreed to discuss this in open session. Selectman Kastrinelis explained the process for this evaluation and read the summary. The rating is excellent in all areas.

A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to accept the summary as presented. Voted: 4 – 0. One Absent.

TOWN ADMINISTRATOR'S TIME:

TA Oldham reported: Town Meeting is on the 24th and the BOS will meet prior to the meeting at 6:30 pm.

SELECTMEN'S TIME & REPORTS *Time to be used to make statements, propose future agenda items, or congratulate residents/teams on accomplishments; this time should not be used to initiate a discussion.*

Selectman Naves thanked Selectman Kastrinelis for putting together the TA Evaluation summary.

Selectman Kastrinelis talked about adding signage identifying Washington Park when people are coming around the bend in the road. TA Oldham will discuss this with the Highway Superintendent.

OLD OR UNFINISHED BUSINESS:

- None.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING

CORRESPONDENCE

Board of Selectmen Meeting Minutes March 13, 2023

Board of Selectmen Meeting Minutes March 27, 2023

Veasey Park Flea Market Flyer: April 29, 2023, from 8AM to 2PM

Historical Society French America War Presentation Flyer: April 12, 2023 at 7PM

Highway Department Resignation

Candidate Nights – April 27th at 7:00 pm

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A motion was moved by Selectman Naves and seconded by Selectman MacDonald to adjourn the meeting at 6:58 pm. Voted: 4 – 0. One Absent.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, April 24, 2023, at 6:00PM at the Bagnall Elementary School.

Respectfully submitted,

Katherine T. Ingram

23-41 BILLS WARRANT BREAKDOWN:

Town:	\$ 102,592.40
W/S:	\$ 22,871.63
Payroll Withholding:	\$ 78,630.03
Health Insurance:	\$
Whittier Assessment:	\$
Capital:	

Light Bills:	\$ 98,762.93
Grants & Revolving:	\$ 49,476.42
Chapter 90:	\$
Pentucket Assessment:	\$ 1,032,639.92
Essex Tech Assessment:	\$