



TOWN OF GROVELAND

2023 AUG 24 AM 11:45

TOWN CLERK
RECEIVED/POSTED

BOARD OF SELECTMEN

Meeting Agenda

Monday, August 28, 2023

Groveland Town Hall

183 Main Street, Groveland, MA 01834

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

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.*

DISCUSSION & POSSIBLE VOTE

1. Approval of a One-Day Liquor License for Groveland Day, Rockport Brewing Company, for the 5th Annual Groveland Day 5K Race on September 8, 2023 from 5:30PM to 8:30PM.
2. Approval of a One-Day Liquor License for Sandy Wise on behalf of the Pentucket High School Class of '73 and '71 for a private event on September 23, 2023 from 2PM to 9PM.
3. Resignation of Mali Lees as the Administrative Assistant in the Water and Sewer Department effective August 24, 2023.
4. Acceptance of land donation, parcel 13-014A, from Stephen DiPietro - 2-acre parcel located along Seven Star Road, *Mike Dempsey Conservation Commission Chair*.
5. Official creation of Trash and Recycling Committee with established charge and scope

PRESENTATION

6. Comprehensive Master Plan Progress Report and Joint Presentation to the Board of Selectmen and Planning Board, Emily Innes of Innes Associates and Michael Wang of Form + Place

APPROVAL OF THE MINUTES

7. Board of Selectmen Meeting Minutes July 17, 2023

APPOINTMENTS OF THE BOARD

8. Appointment of David Greenbaum, Chair of the Board of Health, to the Trash and Recycling Committee effective August 28, 2023 through June 30, 2024.
9. Appointment of Bill O'Neil, Finance Board, to the Trash and Recycling Committee effective August 28, 2023 through June 30, 2024.

10. Appointment of Stephanie Bartlet, resident to the Trash and Recycling Committee effective August 28, 2023 through June 30, 2024.
11. Appointment of Jan Dempsey, resident, to the Trash and Recycling Committee effective August 28, 2023 through June 30, 2024.

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

12. Board of Selectmen Meeting Minutes July 5, 2023
13. Board of Selectmen Meeting Minutes July 31, 2023

The next regularly scheduled meeting of the Board of Selectmen will be Monday, September 11, 2023, at 6:30PM.

Submitted by: *Chairman Daniel MacDonald*



TOWN OF GROVELAND
BOARD OF SELECTMEN



One-Day Liquor License Application
Host Information

Host's Name: Groveland Day

Type of Host (please circle one): Individual Non-Profit Corp. For-Profit Corp.

Host's Address: _____

Tax ID No. (if Corporation): _____

Details of Event:

Date of Event: 9/8/2023 Hours of Event: 5:30PM-8:30PM

The hours during which sales of alcoholic beverages may be made under a one-day license shall be from 11:00am to 11:00pm, Monday through Saturday, and from 12 noon to 11:00pm on Sundays, Memorial Day, or Christmas Day (or the day following when Christmas Day is on a Sunday).

All beverage/glasses/bottles or other containers must be removed from tables and service bar area one-half hour after closing time or 11:00pm, whichever first occurs. Patrons must be off premises no later than fifteen minutes after closing. Licensed operators and employees must be off premises no later than one hour after closing.

Type of Event (i.e. banquet, concert, party, etc): Cornhole Tournament/5k Road Race after party

Address of Event: 183 Main Street (Front Lawn)

Owner of Premises: Town of Groveland Phone No. of Premises: _____

Expected No. of People: 150 Admission Charge (if any): _____

Alcohol will be (please circle one): Sold Given Away

Type of License Applying For: One-Day All Alcoholic* One-Day Beer & Wine

Charitable Wine Pouring Charitable Wine Auction

*Note: only non-profit organizations are eligible for One-Day All Alcoholic Licenses

If event is catered, name of caterer: _____

Note: All alcohol must be purchased by the licensee from a licensed wholesaler/importer, manufacturer, farmer brewer or special permit holder. A list of approved vendors is available from the Alcoholic Beverage Control Commission. You **cannot** purchase alcoholic beverages from a package store.

No one under 21 years of age may be served alcoholic beverages.


Bartending Services: Rockport Brewing Company Dated: _____

Address: _____

Telephone: _____ E-Mail Address: _____

Certification / Host's Information

I hereby certify under the pains and penalties of perjury that the above is true and accurate information, and that I will be responsible for the proper observance of the laws governing the dispensing of such alcoholic beverages.

Signature:  Dated: 8/22/23

Name: Lisa Chandler

Home Address: 147 King Street

Telephone: R E-Mail Address: lisa.chandler527@gmail.com

For Office Use Only

Date Application Received: _____

Public Hearing Date: _____

| Prior Approval Required | Approval | Approval Date |
|-------------------------|----------|---------------|
| Police Department | | |
| Fire Department | | |
| Board of Health Agent | | |
| Building Department | | |

Additional Conditions for License: _____

Instructions for Special One-Day Liquor Permit

Application must be filled out completely and filed 15 days prior to event in order for application to be considered by the Board of Selectmen at a Selectmen's Meeting.

Letter from location of event giving permission to have liquor on premises:

- Name, phone number, address of person applying for liquor license
- Copy of server training certificate of people who will serve liquor (license #)
- \$50.00 check for one-day wine & malt license permit (Checks are payable to the Town of Groveland)
- \$75.00 check for one-day all alcoholic license permit (Checks are payable to the Town of Groveland)
- Liquor liability insurance in the amount of \$1,000,000 naming the Town of Groveland as an additional insured for the date of event is required. A copy of the policy must be attached to this application.

Massachusetts General Laws, Chapter 138, § 14

Rules for Special One-Day Liquor License

Special Events

Local licensing authorities may issue special licenses for the sale of wines and/or malt beverages to a responsible manager of any indoor or outdoor activity or enterprise (for profit or non-profit). Special licenses for the sale of all alcoholic beverages may be issued to non-profit organizations only. No person may be granted special licenses for more than a total of 30 days per calendar year and no special license will be granted to any person while his application for an annual license under Section 12 is pending before the licensing authorities.

No more than one license can be issued for the premises at one time. Therefore, a Section 14 special license cannot be issued for use in licensed premises. Regulations for Section 14 are found in 204 CMR 7.00.

Persons holding a special license must purchase alcoholic beverages from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer brewery or special permit holder. A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. See 204 CMR 7.05



ROCKBRE-01

JSWEENEY

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/23/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | |
|---|--|
| PRODUCER Burgin Platner and Company, LLC 14 Franklin St Quincy, MA 02169 | CONTACT NAME: Cynthia Hughes PHONE (A/C, No, Ext): (617) 691-2660 FAX (A/C, No): E-MAIL ADDRESS: ch@bphins.com |
| | INSURER(S) AFFORDING COVERAGE INSURER A : Great American Assurance Co INSURER B : Safety Insurance Co. INSURER C : AIM Mutual Insurance Company INSURER D : INSURER E : INSURER F : |
| INSURED Rockport Brewing Company, LLC 9 Ridgewood Terrace Rockport, MA 01966 | NAIC # 39454 |

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|-----------------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER: | | | MAC3705652 | 10/20/2022 | 10/20/2023 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Liquor Liab \$ 1,000,000 |
| B | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY | | | 5916696 | 4/30/2023 | 4/30/2024 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ | | | | | | EACH OCCURRENCE \$ AGGREGATE \$ \$ |
| C | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below | | N / A | WCC-500-5024365-2023A | 2/8/2023 | 2/8/2024 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000 |
| | | | | | | | |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Operations usutal to insured.

CERTIFICATE HOLDER

CANCELLATION

| | |
|--|---|
| Groveland Day 222 Main Street Groveland, MA 01834 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE |
|--|---|



TOWN OF GROVELAND

BOARD OF SELECTMEN

183 Main Street
Groveland, MA 01834
PHONE:
(978) 556-7204

One-Day Liquor License Application Host Information

Host's Name: Pentucket High School Class of '73 & '71--Sandy Wise

Type of Host (please circle one): Individual Non-Profit Corp. For-Profit Corp.

Host's Address: 18 Sunrise Terrace Plaistow, NH 03865

Tax ID No. (if Corporation): _____

Details of Event:

Date of Event: 09/23/23 Hours of Event: 2:00PM -9:00 PM

The hours during which sales of alcoholic beverages may be made under a one-day license shall be from 11:00am to 11:00pm, Monday through Saturday, and from 12 noon to 11:00pm on Sundays, Memorial Day, or Christmas Day (or the day following when Christmas Day is on a Sunday).

All beverage/glasses/bottles or other containers must be removed from tables and service bar area one-half hour after closing time or 11:00pm, whichever first occurs. Patrons must be off premises no later than fifteen minutes after closing. Licensed operators and employees must be off premises no later than one hour after closing.

Type of Event (i.e. banquet, concert, party, etc): 50th High School Reunion

Address of Event: Veasey Park

Owner of Premises: Town of Groveland Phone No. of Premises: _____

Expected No. of People: 125 Admission Charge (if any): \$65.00 PP

Alcohol will be (please circle one): Sold Given Away

Type of License Applying For: One-Day All Alcoholic* One-Day Beer & Wine

Charitable Wine Pouring Charitable Wine Auction

*Note: only non-profit organizations are eligible for One-Day All Alcoholic Licenses

If event is catered, name of caterer: Gourmet Bites

Note: All alcohol must be purchased by the licensee from a licensed wholesaler/importer, manufacturer, farmer brewer or special permit holder. A list of approved vendors is available from the Alcoholic Beverage Control Commission. You cannot purchase alcoholic beverages from a package store.



TOWN OF GROVELAND
BOARD OF SELECTMEN

No one under 21 years of age may be served alcoholic beverages.

Bartending Services: Events by Josie Dated: 9/23/22
Address: 23 Goodale Rd, Boston, MA 02126
Telephone: 617-372-1720 E-Mail Address: josie@eventsstaffingbyjosie.com

Certification / Host's Information

I hereby certify under the pains and penalties of perjury that the above is true and accurate information, and that I will be responsible for the proper observance of the laws governing the dispensing of such alcoholic beverages.

Signature: Sandra Wise Dated: 6/27/23
Name: Sandra Wise
Home Address: 18 Sunrise Terrace, Plaistow, NH 03865
Telephone: 603-401-4413 E-Mail Address: sandywise55@gmail.com
Relationship to Host: Self

For Office Use Only

Date Application Received: _____

Public Hearing Date: _____

| Prior Approval Required | Approval | Approval Date |
|-------------------------|----------|---------------|
| Police Department | | |
| Fire Department | | |
| Board of Health Agent | | |
| Building Department | | |

Additional Conditions for License: _____

Invoice

09/23/23 High School Reunion



BILL TO:

Sandy Wise
Event Location: Veasey Memorial Par
Groveland, MA
Email: sandywise55@gmail.com

BILL FROM:

Events by Josie
23 Goodale Road
Boston, Massachusetts, 02126
United States
Tel: 617-372-1720
Email: josie@eventstaffingbyjosie.com

Invoice: #803

Issued: 08/03/2023

Due: 09/23/2023

INVOICE TOTAL:

\$520.31

ITEM

Serving 2-9pm

COST

QTY

PRICE

Bartender

\$340.00

1.000

\$340.00

1pm-9:30pm (8.5 hrs)

Insurance Certificate

\$90.00

1.000

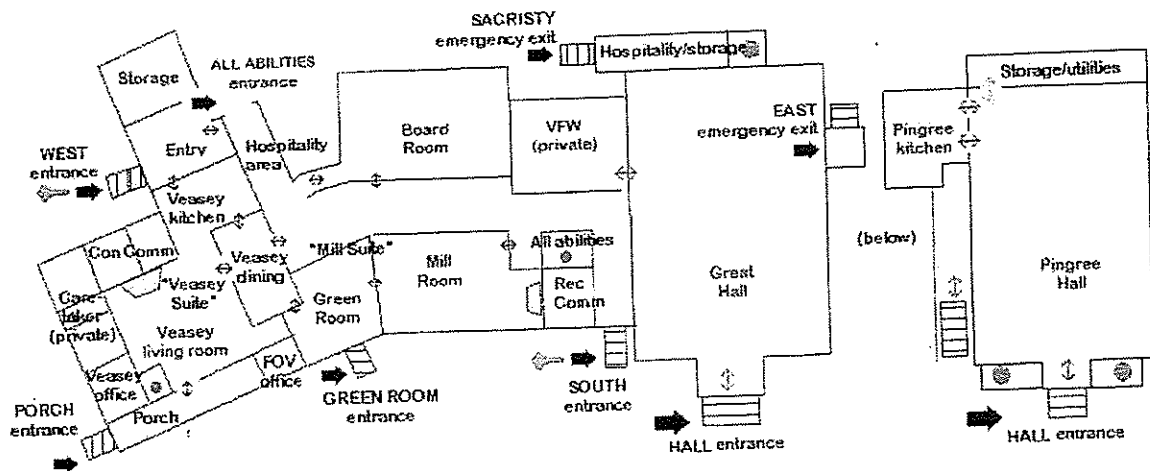
\$90.00

add vendor as additional insured on Certificate of Insurance



APPLICATION FOR A SINGLE USE OF VEASEY PARK FACILITIES

| EVENT and CONTACT INFORMATION | | | |
|--|--|-----------------|---|
| Date(s) of event: | 9/23/23 | Name: | Sandy Wise |
| Type of event: | 50th Pentucket High School Reunion | Email: | sandywise55@gmail.com |
| Time start and end for event including set up: (6 hrs included in fee Each add. \$35 per hr) | 9 ⁰⁰ AM - 10 ⁰⁰ PM | Address: | 18 Sunrise Terrace Plaistow NH 03865 |
| Event time start: | 2 ⁰⁰ PM | Phone: | 603-401-4413 |
| Number of guests: | 100 - Est. | Room(s) rented: | Whole Building |



| DEPOSITS AND FEES | | This reservation is confirmed by advance payment of the rental fee, due in full prior to the Event. An ADDITIONAL damage deposit check, cash or credit card payment of \$150.00 is required BEFORE the event. The damage deposit charge will be shredded or returned after the Event has ended upon inspection of the premises to ensure no further cleaning is required or damaged has occurred. |
|---------------------------------|-------------------|---|
| Total rental fee due: | 850 ⁰⁰ | |
| Payment received: | 325 ⁰⁰ | |
| Balance due prior to the Event: | 525 ⁰⁰ | |
| Type of payment: | CC | |
| Damage Deposit received: | | |

| GENERAL CONDITIONS AND AGREEMENT | |
|--|--|
| Rules and Regulations <div style="border: 1px solid black; padding: 2px; margin: 5px 0;">INITIAL <i>SAW</i></div> | <p>The undersigned (herein after known as the "Applicant") hereby makes application for permission to privately reserve the areas of Veasey Memorial Park ("the Park") as noted on page 1 of this agreement, and only on the dates and during the times indicated (herein after known as the "Event"). The Applicant will abide by all Bylaws of the Town of Groveland and all requirements of the Conservation Commission with respect to the use of the Park.</p> <ul style="list-style-type: none"> No Candles. No animals. No smoking. No firearms. No helium balloons in the great hall, as they interfere with our fire alarm. It is the Applicant's responsibility to inform all guests of the specific areas reserved for use. The Applicant understands that unless the entire facility has been reserved for her/his Event, there may other event(s) taking place in the facility concurrently. The Applicant is given a code to use to access the building during the Event. It may not be used to access the building at any time other than for the Event. Veasey has limited parking spaces for our less-abled visitors, please direct attendants to park in the lower parking lot if they are able to. Driveways must remain open for emergency vehicle access. No parking in the driveway, loading and unloading only. Failure to comply may result in towing. |
| Wi-Fi | <p>Veasey guests are welcome to use our complimentary wireless network. When doing so you agree to obey all applicable business and privacy laws. Internet access/performance is not guaranteed. Network name (SSID) : SEQUOIA Password: A61716916F</p> |
| Cancellation policy <div style="border: 1px solid black; padding: 2px; margin: 5px 0;">INITIAL <i>SAW</i></div> | <p>At the time of booking a 50% down payment is required. Any event cancelled will forfeit the down payment. Payment in full is due two weeks prior to the event. Any remitted <i>damage deposit</i> (different than the down payment) will be refunded in full if the Applicant cancels the event. If for any reason the Event must be canceled by any representative of the Park, the Conservation Commission, or the Town of Groveland, the Applicant agrees that s/he will not require compensation for the loss of the anticipated use of the Park, and will not seek any other redress from any of these parties.</p> |
| Alcoholic beverage policy <div style="border: 1px solid black; padding: 2px; margin: 5px 0;">INITIAL <i>SAW</i></div> | <p>Veasey Park is public property, and the Town of Groveland has a bylaw prohibiting the appearance of personal intoxication or the consumption of alcohol without a permit in public places. There are no exceptions to the requirement that you MUST have a permit for the use of alcohol.</p> <p>Generally, a permit to serve alcohol at a Veasey event requires a lead time of about a month. The permit to serve alcohol (1) must be approved the Groveland Board of Selectmen; (2) the Applicant must show a certificate of insurance for serving alcohol; and (3) the Applicant must hire and pay for a detail officer from the Groveland Police Department to be on the premises for the entire time that alcohol is consumed. Please see page 3 of this application for more information.</p> <p>The Applicant agrees that if guest(s) appear to be intoxicated and/or alcohol is being served without a permit at the Event, the Event will be immediately terminated, and all guests will vacate the premises. The Applicant is still obliged to pay the rental fee and must meet the clean-up expectations. The Groveland Police Department, at their discretion, may further issue citations.</p> |
| <div style="margin-bottom: 5px;"> <input type="checkbox"/> Alcohol will <u>NOT</u> be served. </div> <div style="margin-bottom: 5px;"> <input checked="" type="checkbox"/> Alcohol <u>WILL</u> be served. </div> <p>ENTER HOURS:</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <i>2:00 pm - 9:00 pm</i> </div> | <p>Please note that the alcohol service hours on this form must match the service hours entered on the Permit to Serve Alcohol. If the service hours on this form are different from the Permit, the service hours on the Permit take precedence.</p> |

| | |
|-----------------------|--|
| Initial <i>SAW</i> | The Applicant will not use any means to affix decorations such as NAILS, SCREWS, DUCT TAPE, or TACKS, which will puncture or remove paint from the walls, windows, or floors in the building. |
| Initial <i>SAW</i> | <p>After the event Applicant agrees to return all areas of the Park to the condition in which they were found at the time that the Applicant began use. It is the responsibility of the Applicant to review the area(s) reserved for any pre-existing damage prior to use, and to document any concerns. A labeled "cleaning closet" is located in the hall way. In it you'll find brooms, a vacuum and cleaning supplies. <i>Set up and take down of chairs and tables is down by the applicant and not Veasey staff.</i></p> <ul style="list-style-type: none"> • Sweep or Vacuum rugs or floors • Clean off countertops/kitchen • Put away furniture and other equipment • Remove trash and recycling to the green dumpster outside next to the garage • Turn off lights, fans and A/C • Secure doors and windows |

| | |
|--|--|
| Tables/chairs should stay in the rooms they are found in unless prior permission to move them to a new room is made in advance. | |
| Mill room suite: | 10 wooden chairs, 24 padded metal chairs, 4x 8' tables, 4x 6' tables |
| Pingree and the Great Hall | 75 padded chairs, 50 metal chairs, 10x 8' long tables, 12x 60 " banquet style round tables |
| Boardroom: | 16 stackable chairs, 4x 8' tables |

The Applicant assumes full responsibility for damage to, or loss of, property belonging to or loaned to the Park/Town of Groveland for the purpose of facilitating the Event. Such property includes rugs or floors that may have been damaged or soiled in the process of serving or consuming food. In the case of damage or loss, the Applicant agrees to make the property good without expense to the Town. This cost may be deducted from the damage deposit, and/or billed to the Applicant.

| | |
|--|----------------------|
| Applicant Signature: <i>Sandra Wise</i> | Date: <i>8/22/22</i> |
|--|----------------------|



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/18/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | |
|--|---|
| PRODUCER Veracity Insurance Solutions, LLC. 260 South 2500 West, Suite 303 Pleasant Grove UT 84062 | CONTACT NAME: FLIP Program Support PHONE (A/C, No, Ext): (844)-520-6992 FAX (A/C, No): E-MAIL ADDRESS: info@flipprogram.com |
| INSURED Yoscary Gonzalez, DBA Event Staffing by Josie 23 Goodale Road Mattapan MA 02126 | INSURER(S) AFFORDING COVERAGE INSURER A: Certain Underwriters at Lloyds INSURER B: INSURER C: INSURER D: INSURER E: INSURER F: |

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL SUBR INSR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-------------------------------------|---------------|-------------------------|-------------------------|---|
| | GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC | | | | | EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ ANIMAL BAILEE \$ |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ | | | | | EACH OCCURRENCE \$ AGGREGATE \$ \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/MEMBER EXCLUDED? <input type="checkbox"/> Y <input type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | | | | WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ |
| A | LIQUOR LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR | <input checked="" type="checkbox"/> | | 06/15/2023 | 06/15/2024 | \$1,000,000 Occurrence / \$2,000,000 Aggregate |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate holder had been added as additional insured regarding the above mentioned policy per attached Additional Insured - Owner of Premises (FLL 2021)

Date: Saturday, September 23, 2023

Time: 2:00 pm-10:00 pm

CERTIFICATE HOLDER**CANCELLATION**

| | |
|---|---|
| Town of Groveland 201 Washington Street undefined Groveland, MA 01834 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE |
|---|---|

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ACORD 25 (2014/01)
INS025 (201401)

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Dear Colin Stokes,

Please accept this letter as my formal resignation as Administrative Assistant for the Groveland Water and Sewer Department effective two weeks from 08/10/2023.

When I had interviewed for The Office Manager position I recall one of the questions being asked, "What qualities do you look for in a boss?" I thought it was an odd question because when applying for a job I look for what the job will entail not what a boss may or may not be like. Nevertheless, I tried to answer the question by thinking of qualities you possess. You have been an incredible boss. I thank you for this opportunity and wish everyone at the Water Department well.

Sincerely, Mali Lees

8-10-23

**Groveland Conservation Commission
Land Donation Parcel 13-014A**

Criteria

The Commission will consider accepting the donation of land in Groveland according to the following criteria.

- Parcels of open space that protect wetland resources
- Parcels with low annual tax valuations
- Parcels that abut current Conservation land or land that fits with our trail plans or the current Groveland Open Space and Recreation Plan

Donations must be approved by a majority vote of the Commission and the Board of Selectmen.

Parcel 13-014A

Located on Seven Star Rd near 96 Seven Star Rd. It is a 2-acre parcel and is assessed at \$1,800. The annual property tax is \$ 26.

Does it meet the criteria?

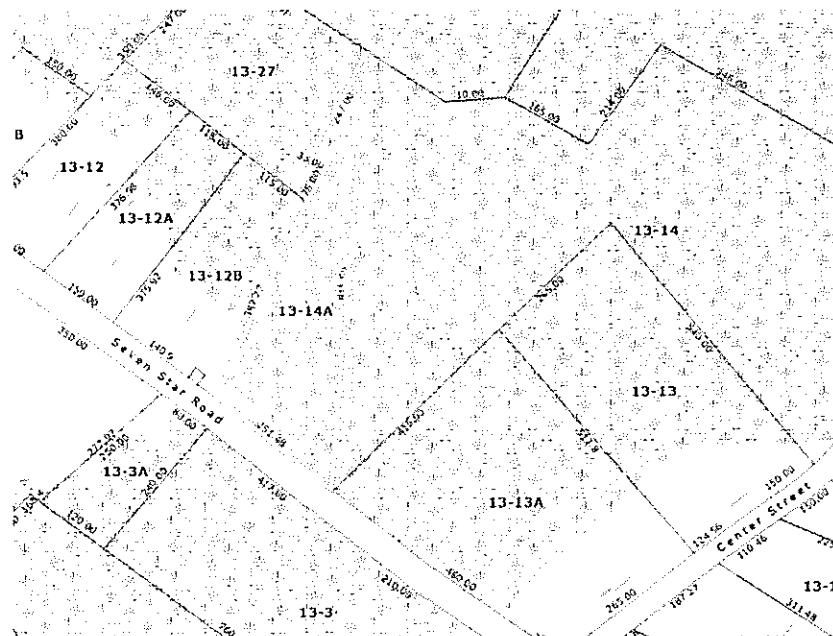
YES, The parcel is located between two Conservation property parcels 13-014 and 13-003A, all three are completely within wetland jurisdiction.

YES, The annual property taxes are \$26.

YES, The parcel is listed as an Action Plan priority in the Groveland 2020 Open Space and Recreation Plan.

Recommendation

The parcel donation has been approved by the Commission; we recommend the Selectmen also approve it.



August 28, 2023

ACCEPTANCE

The Town of Groveland, acting by and through its Conservation Commission, pursuant to the authority vested in it by G.L c.40, §8C, and of every other authority appertaining, hereby accepts the deed from Stephen A. DiPietro individually and as Trustee of the Seven Star Realty Trust, for parcel 13-014A recorded with the Essex South Registry of Deeds Book 38320 Page 269, for conservation purposes pursuant to MGL c 40 Section 8C.

TOWN OF GROVELAND
CONSERVATION COMMISSION

Michael Dempsey

Terry Grim

Stephanie Bartelt

Richard York

Approved:
TOWN OF GROVELAND
BOARD OF SELECTMEN

By: Daniel MacDonald
Its: Chair, duly authorized

THE COMMONWEALTH OF MASSACHUSETTS
ESSEX, ss

On this _____ day of _____, 2023, before me, the undersigned Notary Public, personally appeared _____, who proved to me through satisfactory evidence of identification, which were _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me the he/she signed it voluntarily for its stated purpose, as a member of the Conservation Commission of the Town of Groveland.

William Formosi

Frederick O'Connor

Thomas Schaefer

Notary Public
Commission Expires: _____

TRASH AND RECYCLING COMMITTEE

The Committee will consist of 5 voting members, including a designee from the Board of Selectmen, a designee from the Board of Health, a designee from the Finance Committee, and two residents at large. The Committee will also have 3 ex-officio, non-voting members, including the Board of Health Administrative Assistant or Health Agent, Highway Superintendent, and the Town Administrator.

MISSION

The Trash and Recycling Committee's mission is to provide the Town with convenient and cost-effective waste reduction and recycling programs, and to promote environmental sustainability and preservation. The Committee will focus on practices that reduce waste through recycling, composting, and education.

CHARGE

Long-Term Charge

The Committee acts in an advisory and consulting capacity to the Board of Selectmen relative to any and all matters concerning solid waste management to identify ways of increasing recycling and waste reduction and serve as a resource for the general education of the public with respect to matters concerning solid waste management, solid waste reduction, and recycling.

Short-Term Charge (2023-2024)

The Trash and Recycling Committee is established by the Board of Selectmen as a Committee to assist the Town in procuring a new collection contract and to consider possible enhancements in recycling efforts.

It shall be the responsibility of the Committee to work with the Town Administrator in developing a program for solid waste and recycling collection services beyond 2026. In connection with this responsibility, it is expected that the Committee shall complete the following tasks;

- Become thoroughly familiar with the regional market for solid waste collection and recyclable products.
- Comprehend state regulation of solid waste and operational issues in Groveland as it relates to the collection of solid waste and recyclables.
- Serve as a conduit to elicit and receive public input.
- Assist the Town Administrator in drafting a competitive Request for Proposals to procure collection services and/or to market recyclable products.
- Assist the Town Administrator in public education efforts on the Town's system of solid waste collection and recycling.



BOARD OF SELECTMEN

Meeting Minutes

Monday, July 17, 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 Daniel MacDonald, Selectmen Kathleen Kastrinelis, Jason Naves, Mark Parenteau, Edward Watson
Rebecca Oldham, Town Administrator

CALL MEETING TO ORDER AT 6:30PM: Chair MacDonald called the meeting to order at 6:30 pm and introduced the Board members and the Town Administrator to the audience.

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.

PRESENTATION:

Presentation of certificates to the Langley Adams Library Youth Group to recognize their Art Installment titled '*Is It Art?*' being displayed at the Town Hall.

TA Oldham noted this is the 2nd installment of art; this installment shows how items can be reused and repurposed.

Bergen Daley, Children's and Youth Services at Langley Adams Library was present and addressed the Board to explain the project.

All of the citations are the same except for the names; Chair MacDonald read the names and presented the citations to the recipients that were present in the audience.

PUBLIC HEARING:

1. 7:00 PM: Chair MacDonald read the Public Notice:

Pursuant to: G. L. c. 40, § 22 provides the Groveland Board of Selectmen with the authority to promulgate parking regulations within the town. Therefore, the Board of Selectmen, on July 17, 2023 at 7PM will hold a public hearing to discuss parking restrictions on Sunset Circle. Sunset Circle is an accepted public right of way, accepted at Annual Town Meeting on XXX and as laid out on Plan Book 470 Plan 70 recorded at the Southern Essex Registry of Deed on April 2, 2019. Such regulations will state that:

There shall be no parking on the westerly side of Sunset Circle from street entrance to the furthest point of the cul-de-sac.

Public Comment:

Steve Baker, 5 Sunset Circle was present and reiterated that he wanted to be sure that public safety vehicles could go down the street if there is an emergency.

Discussion:

TA Oldham reported that the Highway Department, Police Chief and Fire Chief have all signed off on this.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to close the Public Hearing at 7:03 pm. Voted: 5-0.

A motion was moved by Selectman MacDonald and seconded by Selectman Naves to adopt a regulation that states as follows: There shall be no parking on the westerly side of Sunset Circle from street entrance to the furthest point of the cul-de-sac as laid out on Plan Book 470 Plan 70 recorded at the Southern Essex Registry of Deed on April 2, 2019. Voted: 5-0.

APPROVAL OF THE MINUTES:

2. Board of Selectmen Meeting Minutes May 22, 2023

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to approve the Board of Selectmen Meeting Minutes from May 22, 2023. Voted: 5-0.

3. Board of Selectmen Meeting Minutes June 5, 2023

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to approve the Board of Selectmen Minutes from June 5, 2023. Voted: 5-0.

4. Board of Selectmen Meeting Minutes June 20, 2023

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to approve the Board of Selectman Minutes from June 20, 2023. Voted: 5-0.

APPOINTMENTS OF THE BOARD:

5. Appointment of Donna Arnold, of Pinewood Lane Groveland, as Assistant Treasurer/Collector & Benefits Coordinator effective July 1, 2023. The position is 37.5 hours/week at a rate of \$33.34/hour. (*Appointed at the July 5th meeting but with an updated rate of hourly pay*):

TA Oldham explained that the rate was originally approved at a higher amount than it should have been.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to appoint Donna Arnold, of Pinewood Lane Groveland, as Assistant Treasurer/Collector & Benefits Coordinator effective July 1, 2023. The position is 37.5 hours/week at a rate of \$33.34/hour. (*Appointed at the July 5th meeting but with an updated rate of hourly pay*). Voted: 5-0.

6. Appointment of Sophie Petit, Benjamin Street, to the Recreation Committee effective July 17, 2023, through June 30, 2024.

Selectman Kastrinelis read the letter of interest.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to appoint Sophie Petit, Benjamin Street, to the Recreation Committee effective July 17, 2023, through June 30, 2024. Voted: 5-0.

7. Appoint poll workers for the period September 1, 2023, through August 31, 2024.

Chair MacDonald read the names of the poll workers. Selectman Kastrinelis asked if the Town Clerk reaches out to the Town Committees to see if they recommend any names and Town Clerk Cunniff who was present at the meeting responded there is no active Republican Party in Groveland. There is always a need for additional poll workers.

A motion was moved by Selectman Watson and seconded by Selectman Kastrinelis to appoint poll workers for the period September 1, 2023, through August 31, 2024. Voted: 5-0.

DISCUSSION & POSSIBLE VOTE:

8. Approve streetlight placements at Center Street, near Washington Park:

TA Oldham explained there was a request by Groveland Baseball to add two lights to two of the polls on Center Street - Pole 47 and 49 so they will be focused more on the parking area. Kevin Snow, Municipal Light Dept. and Police Chief Gillan reviewed the request and agreed it will help that area during late evening hours.

A motion was moved by Selectman Watson and seconded by Selectman Parenteau to approve the streetlight placement at Center Street, near Washington Park.

Selectman Kastrinelis added a “friendly” amendment to add in “angled at the parking lot”.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to amend the above motion to add in “angled at the parking lot” so the motion will read: to approve the streetlight placement at Center Street, near Washington Park angled at the parking lot. Voted on the amendment: 4-1. Selectman Watson voted against.

The main motion as amended passed 5-0.

9. Review vote for salary reallocation in the Town Clerk Budget:

TA Oldham reported that she received a comment from a resident that attended the last meeting asking if the BOS acted in their legal capacity to increase or decrease salary. Town Counsel reviewed this and specifically cited:

Chapter 41, sec.108 which states:

The salary and compensation of all elected officers of a town shall be fixed annually by vote of the town at an annual town meeting, but said salary or compensation may be revised by a two-thirds vote of any special town meeting called to conduct business later in the same fiscal year for which said salary or compensation was originally fixed.

A motion was moved by Chair MacDonald and seconded by Selectman Kastrinelis to rescind the vote of our prior meeting for the salary reallocation in the Town Clerk’s budget as it was an error of law and so that we are consistent with what was voted on at the Annual Town Meeting. Voted: 5-0.

10. Town Administrator Goals:

Creation of a Public Grounds and Cemetery Division and Building and Facilities Division underneath the Highway Department:

Selectman Kastrinelis recused herself and left the meeting prior to the discussion.

TA Oldham explained that the current structure is fragmented in terms of maintenance. TA Oldham worked with the Highway Superintendent to look for a more collaborative, efficient environment where resources and capacity can be shared in better ways. Initial conversations have taken place with the Cemetery Commission – they were a little hesitant at first but they seem to have come around and took a unanimous vote to slowly move in that direction.

The Board had to pause this conversation in order to start the Public Hearing at 7:00 pm.

The Board resumed the discussion immediately following the Public Hearing.

Renny Carroll, Highway Superintendent was present and addressed the Board to express his support of this proposal. This will be a better use of staff time. The Cemetery Superintendent will become a Cemetery Supervisor and the Highway Superintendent will oversee the Cemetery Department. This will also help broaden the employee's capabilities.

Chair MacDonald stated that he would like to hear from the Cemetery Commissioner.

A motion was moved by Selectman Watson and seconded by Selectman Parenteau to table the discussion. Voted: 4-0.

TOWN ADMINISTRATOR'S TIME

TA Oldham reported: We continue to struggle with the Salem Street Dam. DCR Came out to inspect the Dam and they advised the Town to move quickly to identify funding to remedy. TA Oldham reported on the warrants that she signed.

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 Kastrinelis: met with Inge regarding Chapter 70. Inge will review the information. Also working on the idea of Solar power.

Selectman Watson: Asked for an update on the Economic Development Committee. TA Oldham reported that the Committee has not yet met, there are members that have not been sworn in and suggested adding this to a September BOS meeting agenda. TA Oldham will reach out to the members who have not yet been sworn in so a meeting can be scheduled in the near future.

OLD OR UNFINISHED BUSINESS:

- None.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:

- None.

CORRESPONDENCE:

- None.

ADJOURNMENT:

A motion was moved by Chair MacDonald and seconded by Selectman Watson to adjourn the meeting at 7:28 pm. Voted: 5-0.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, July 31, 2023, at 6:30PM.

Respectfully submitted,

Katherine T. Ingram



BOARD OF SELECTMEN

Meeting Minutes

Monday, July 31, 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 Daniel MacDonald, Selectmen Edward Watson, Mark Parenteau, Jason Naves, Kathleen Kastrinelis
Rebecca Oldham, Town Administrator

ABSENT: Mark Parenteau

CALL MEETING TO ORDER AT 6:30PM – Chair MacDonald called the meeting to order at 6:30 pm and introduced the members of the Board as well as the Town Administrator to the audience.

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.*

- Jan Dempsey, 33 Uptack Road, announced the Household Hazardous Waste Day on Sat. September 9th from 8-noon at the Newburyport Dept of Public Services, 16A Perry Way. There is a cost for this service and proof of residency is required. Volunteers are needed – sign up is through the BOH.

DISCUSSION & POSSIBLE VOTE:

1. Approval of Field Use Permit requested by Stephen Crowder on behalf of the Pentucket Youth Soccer for August 20, 2023 through November 11, 2023. Practices Monday-Friday 4PM-8PM and games Saturday 8am-4pm (makeup games Sunday).
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to approve the Field Use Permit requested by Stephen Crowder on behalf of the Pentucket Youth Soccer for August 20, 2023 through November 11, 2023. Practices Monday-Friday 4PM-8PM and games Saturday 8am-4pm (makeup games Sunday). Voted: 4-0. One Absent.
2. Approval of Special Event permit for the Congregational Church for the Thrift Shop Yard Sale on September 9, 2023 from 7AM to 2PM.
A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve the Special Event permit for the Congregational Church for the Thrift Shop Yard Sale at Perry Park on September 9, 2023 from 7AM to 2PM. Voted: 4-0. One Absent.
3. Approval of a One-Day Liquor License for Lianne Goodwin for a private event at Veasey Memorial Park on August 19, 2023 from 3PM to 9:30PM.
A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve the One-Day Liquor License for Lianne Goodwin for a private event at Veasey Memorial Park on August 19, 2023, from 3PM to 9:30PM. Voted: 4-0. One Absent.

4. Approval of a One-Day Liquor License for Paige Sherman for a private event at Veasey Memorial Park on August 26, 2023 from 3PM to 9:30PM.
A motion was moved by Selectman Naves and seconded by Selectman Kastrinelis to approve the One-Day Liquor License for Paige Sherman for a private event at Veasey Memorial Park on August 26, 2023 from 3PM to 9:30PM. Voted: 4-0. One Absent.
5. Letter from Attorney Steven David concerning Fadi Issa 929-931 Salem Street
Chair MacDonald asked if everyone had a chance to review this. Selectman Kastrinelis noted that the Highway Superintendent resolved the issue. Renny Carroll, Highway Superintendent was present and explained that this had to do with National Grid not the applicant and this has been resolved.
6. Open Meeting Law Complaint, Steven Baker - Review Complaint and Draft Response from Counsel
Chair MacDonald read the response.
A motion was moved by Chair MacDonald and seconded by Selectman Kastrinelis to approve the draft response from our Town Counsel regarding the Open Meeting Law Complaint filed by Steven Baker. Voted: 4-0. One Absent.
7. Rescind both votes of the Board of Selectmen concerning the issue of Town Clerk Salary Waiver and reallocation of funds pending an opinion from Division of Local Service and any other authorities and further review by the Board and Town Counsel as necessary and effectively table the issue, *Selectman MacDonald*
Chair MacDonald noted that this was already voted on to rescind at a previous BOS Meeting, but he was not sure how the question was posed to Town Counsel; the issue of waiver was not addressed and added if you ask a different question, you will get a different answer. Chair MacDonald has reached out to DOR and has not yet heard back. Selectman Kastrinelis referenced a 2021 letter from the Attorney at DOR regarding MGL 41, section 108 and noted the Town Accountant was not comfortable moving the money. Chair MacDonald responded that he will work on this on his own to find the right answer and report back. Selectman Naves added the vote was already rescinded so there currently is not a vote on the table to rescind. Chairman MacDonald responded that he went on record last time to say the vote was erroneous and he is not sure that is accurate and he would like to retract that and to make sure we get it right.
A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to table. Voted: 4-0. One Absent.
8. Creation of Trash and Recycling Committee, *Selectman Kastrinelis*
Selectman Kastrinelis noted that implementing the two-barrel limit did provide an effective change, tonnage has gone down and recycled tonnage has increased. However, the last couple of months tonnage in May and June went up and she wants to make sure the restrictions are being followed. Asked the Board to consider the formation of a Trash and Recycling Committee to get ready for our next contract and allow the TA to enter into discussions with Waste Management regarding the Contract. Selectman Kastrinelis felt this should be a priority goal for the TA. Chair MacDonald asked if Selectman Kastrinelis had a preference on who generally serves on the Committee; Selectman Kastrinelis noted she did not. TA Oldham thought this was a great idea and asked for a member of the BOH to be involved. Selectman Kastrinelis will invite the BOH to be involved. Selectman Watson suggested having a member of the Highway Department involved; Selectman Kastrinelis felt the Highway Superintendent could be invited to the meetings

as needed. TA Oldham suggested having Liaisons. The Board discussed having a seven-member board. Chair MacDonald agreed with having someone from Highway involved.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to create a Trash and Recycling Committee comprised of at least one member of the BOS, the TA, one member of the Finance Board and a representative of the BOH and community members. Voted: 4-0. One Absent.

9. Creation of the Public Grounds and Cemetery Division and Building and Facilities Division underneath the Highway Department, *Town Administrator, Highway Superintendent, Rock Dower Cemetery Commission Chair, & Steve McPherson.*

Selectman Kastrinelis recused.

TA Oldham noted that this was discussed at the last meeting. Renny Carroll, Rock Dower and Steve McPherson were present at the meeting. TA Oldham provided a flowchart to show how this would look; this would be a phased approach. Everyone involved has seen the documentation.

Rock Dower, Cemetery Commission Chair addressed the Board and asked to see a copy of the documentation and referenced the Foreman position was discussed. Rock Dower asked how an appointed individual could be above an elected official. Rock Dower noted the Cemetery Superintendent has left and this might be a good time to enact changes while we are in a transition period; TA Oldham noted there are currently four applicants for the position. There has not yet been an official vote; a Cemetery Commission meeting will hopefully be scheduled for August 7th. TA Oldham noted the Cemetery Superintendent would fall under the Highway Superintendent not the Cemetery Commission. TA Oldham noted that the trial period will start when approved by the BOS and will go until January when it will then be discussed further during budget time. TA Oldham reiterated that if the Cemetery Commission is not comfortable with this proposal, she would not move forward.

Selectman Watson noted we have not determined who would ultimately be in charge. Selectman Naves felt this would take collaboration between the Cemetery Commission and the Highway Superintendent. Selectman Watson asked about the legality; can this be done without a town meeting vote. TA Oldham responded that removing the Cemetery Commission would require a town vote, but we are not planning to do that; moving the appointed position falls under the BOS; the intent is not to touch the line items, the money is already under the Highway Department budget.

Chair MacDonald noted that the BOS would wait for the Cemetery Commission to meet and discuss before taking any action.

A motion was moved by Chair MacDonald and seconded by Selectman Watson to table.
Voted: 3-0. One absent. One recused.

10. Vote to dissolve Town Government Committee

TA Oldham explained that there was never an official vote to dissolve this Committee.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to dissolve the Town Government Committee. Voted: 4-0. One absent.

11. Vote to dissolve Elm Square Committee

TA Oldham explained that the BOS voted to moving ahead with the Economic Committee and this Committee is no longer relevant.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to dissolve the Elm Square Committee. Voted: 4-0. One absent.

APPROVAL OF THE MINUTES:

- None.

APPOINTMENTS OF THE BOARD:

12. Appointment of John Guilfoil, 1 Elm Park, Groveland, to the Economic Development Committee effective August 1, 2023, through June 30, 2024.
13. Appointment of Brian Connell, 293 Main Street, Groveland, to the Economic Development Committee effective August 1, 2023, through June 30, 2024.
14. Appointment of William Dunn, 150 Center Street, Groveland, to the Economic Development Committee effective August 1, 2023, through June 30, 2024.
15. Appointment of Angus Jennings, 24 Wood Street Groveland, to the Economic Development Committee effective August 1, 2023 through June 30, 2024.
16. Appointment of Dan Stewart, 14 Mathew Drive, Groveland to the Recreation Committee effective August 1, 2023, through June 30, 2024.
17. Appointment of Michelle DiTomaso, 879 Salem Street, Groveland to the Recreation Committee effective August 1, 2023, through June 30, 2024.
18. Appointment of Amanda Beneker, of 118 Seven Star Road, Groveland to the Recreation Committee effective August 1, 2023 through June 30, 2024.
19. Appointment of Jason Naves, 150 Main Street, Groveland as an alternate member of the Planning Board and to the Finishing Committee effective August 1, 2023, through June 30, 2024.
20. Appointment of Lisa Chandler, 147 King Street, Groveland, to the Groveland Day Committee effective August 1, 2023, through June 30, 2024.
21. Appointment of Leah Bates, 14 Pandora Drive, Groveland to the Groveland Day Committee effective August 1, 2023, through June 30, 2024.
22. Appointment of Beth Greenhagen, 28 Seven Star Road, Groveland, to the Groveland Day Committee effective August 1, 2023, through June 30, 2024.
23. Appointment of Elizabeth Zimmerman, of 19 Pandora Drive, Groveland, to the Groveland Day Committee effective August 1, 2023, through June 30, 2024.
24. Appointment of Nicole Sargent, of 22 Pandora Drive, Groveland to the Groveland Day Committee effective August 1, 2023, through June 30, 2024.

25. Appointment of William O'Neil, 45 Elm Park, Groveland, to the Finance Board effective August 1, 2023 through June 30, 2026.
26. Appointment of Alexander Woods, 652 Salem Street, Groveland, to the Finance Board effective August 1, 2023 through June 30, 2026.
27. Appointment of Stephanie Bartelt, 18 Chestnut Street, Groveland, to the Conservation Commission effective August 1, 2023 through June 30, 2026.
28. Appointment of Dr. Dael Angelico-Hart, of 271 Main Street, Groveland, to the Historic Commission effective August 1, 2023 through June 30, 2026.
29. Appointment of Daniel MacDonald, 2 Wyka Lane Groveland to the Finishing Committee effective August 1, 2024 through June 30, 2024.
30. Appointment of Rebecca Oldham, 48 Pamela Lane, Amesbury, to the Finishing Committee effective August 1, 2024 through June 30, 2024.
31. Appointment of Edward Watson, 104 Washington Street, Groveland, to the Community Preservation Committee effective July 1, 2023 until June 30, 2025 for two year to serve the remainder of the three -year term.
32. Appointment of Kaylyn Sanborn, 16 Stonebridge, Groveland, as Reserve Dispatcher/Lockup Keeper for a probationary period through June 30, 2024.
33. Appointment of Aidan Hollingsworth, 23 Independence Drive, Methuen, as Reserve Dispatcher/Lockup Keeper for a probationary period through June 30, 2024
A motion was moved by Chair MacDonald and seconded by Selectman Kastrinelis to appoint the names as delineated on the agenda #12 - #32 with the exclusion of # 14, 26 and 28 as they have already been sworn in. Voted: 4-0. One absent.

TOWN ADMINISTRATOR'S TIME:

TA Oldham reported: let the Board know the payroll and bill pay warrant was reviewed.

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 the Highway Department for their help getting the boat ramp up and running and thanked the Light Department for keeping the lights on in the recent storm. The Legislature is about to approve the budget which will include some minor increases for the Town.

Selectman Kastrinelis: thanked the residents who help clean around town; it is appreciated.

Selectman Watson: received a couple of complaints about the rail trail and took the time to check it out; the Highway Department doesn't have time to go down there but this could use some attention.

OLD OR UNFINISHED BUSINESS:

Selectman Kastrinelis: asked for goals for the BOS and the TA to be added to the next agenda.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING

CORRESPONDENCE:

- None.

ADJOURNMENT:

A motion was moved by Selectman Kastrinelis and seconded by Selectman Naves to adjourn the meeting at 7:44 pm. Voted: 4-0. One absent.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, August 14, 2023, at 6:30PM.

Respectfully Submitted by,

Katherine T. Ingram