



BOARD OF SELECTMEN

Meeting Agenda

Monday, December 4, 2023

Groveland Town Hall

183 Main Street, Groveland, MA 01834

This meeting was in-person and also broadcast live on Groveland Public Access, Channel 8, as well as through Zoom virtual meeting software for remote access.

Present: Chair Daniel MacDonald, Selectman Edward Watson, Mark Parenteau, Kathleen Kastrinelis

Rebecca Oldham, Town Administrator

Absent: Selectman Jason Naves

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

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.

DISCUSSION & POSSIBLE VOTE:

1. Quick Auto Center Corp, Class II Auto License, Request for Additional Vehicles, *Luciano Quintanilha*:

Patricia R on behalf of Luciano Quintanilha was present and addressed the Board to explain the request. Selectman Watson requested that Town Counsel be asked if a public hearing needs to be held; TA Oldham asked Town Counsel to clarify, and they emailed her today to say they were looking into it. The Board will discuss this again at the next meeting once they can get a response from the Town Counsel.

A motion was moved by Chair MacDonald and seconded by Selectman Watson to table the Quick Auto Center Corp, Class II Auto License, Request for Additional Vehicles.

Voted: 4-0. One absent.

2. Approval of a Property Use Permit for the Bagnall PTA for use of the Town Hall lawn for event on December 10, 2023 from 4pm to 7pm.

TA Oldham reported that they are only looking to use the property for 30-40 minutes and turnout depends on the weather. The event is the Polar Express; they will be stopping at a couple of locations in town.

A motion was moved by Selectman Kastrinelis and seconded by Mark Parenteau to approve the Property Use Permit for the Bagnall PTA for use of the Town Hall lawn for event on December 10, 2023 from 4pm to 7pm. Voted: 4-0. One absent

3. Regular or Special Town Employees in accordance with the Conflict-of-Interest Law, *Elizabeth Cunniff, Town Clerk* (continuation from November 20, 2023 meeting):

Town Clerk Cunniff was present and addressed the Board and reported that the list was resubmitted and noted this list is under the authority of the BOS.

TA Oldham reviewed the list and agreed.

A motion was moved by Chair MacDonald and seconded by Selectman Watson to approve the list as presented by the Town Clerk. Voted: 3-0-1. Selectman Parenteau abstained. One absent.

4. Greater Amesbury Public Health Excellence Group Inter-Municipal Agreement (IMA) for the Public Health Excellence for Shared Services Grant (continuation from November 20, 2023 meeting):

TA Oldham reported that as requested at the last meeting, Town Counsel reviewed this and had no concerns about the agreement itself but did ask to find out what services Groveland would be receiving. TA Oldham sent this back over to the Board of Health and the Health Agent and is waiting for a response; once received Town Counsel will review again.

A motion was moved by Chair MacDonald and seconded by Selectman Parenteau to table the Greater Amesbury Public Health Excellence Group Inter-Municipal Agreement (IMA) for the Public Health Excellence for Shared Services Grant. Voted: 4-0. One absent.

5. Policies and Procedures for Host Communities to Promote and Encourage the Full Participation in the Regulated Marijuana Industry by People from Disproportionately Harmed Communities as Required by Chapter 180 of the Acts of 2022 (continuation from November 20, 2023 meeting): TA Oldham reported that she worked with Town Counsel to put together a condensed report for the BOS to review and recommends approving the policy included in the BOS packet tonight. We must come into compliance because we did approve Medical Marijuana. Monetary penalties can be imposed for not complying. The Board questioned what the fine would be; TA Oldham did not know. The original due date was July 1st but the regulations were not ready until October; it is not clear what the due date is now. There was concern about the language regarding "streamlining the process." Chair MacDonald requested TA Oldham ask Town Counsel what our expectations are to streamline and what will the fines be. Selectman Watson wanted to know how many communities have already signed on to this. Also, what is the deadline.

A motion was moved by Chair MacDonald and seconded by Selectman Watson to table this. Voted: 4-0. One absent.

6. Vote of the Board of Selectmen to Transfer Surplus Bond Proceeds to Debt Service: TA Oldham reported that this is specifically for the Water and Sewer Water Main Project and the Sewer Pump Station repair. If the amount of Bond proceeds is \$50,000 or less the amount the surplus amount can be applied to debt services. The BOS are the approving authority.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Parenteau that in accordance with the provisions of MGL Chapter 44 Section 20 the following amounts are hereby transferred to the Towns Debt Service amount, \$18,927.83 representing the surplus amount originally borrowed for the Sewer Water Main Project as part of the towns June 15, 2017 bond issue and \$6,613 representing the surplus amount originally borrowed for the Sewer Pump Station repair as part of the towns January 19, 2012 bond issue. Voted: 4-0. One absent.

7. FY25 Capital Improvement Plan, *Town Administrator*: TA Oldham shared a presentation with the Board. TA Oldham has been working on this with the Finance Team. Nine projects totaling \$867,012 were submitted and six projects are being proposed to move forward in the amount of \$378,419. This will be put on the website. There is no action needed on this tonight. TA Oldham requested that the BOS review the plan and submit questions to her.
8. Approve and ratify the contract for Town Administrator Rebecca Oldham for July 1, 2024 through June 30, 2027.
Chair MacDonald noted the changes.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Parenteau to approve and ratify the contract for Town Administrator Rebecca Oldham as agreed to on November 20th in Executive Session for a period of July 1, 2024 through June 30, 2027.
Voted: 4-0. One absent.

APPOINTMENTS OF THE BOARD:

- None.

APPROVAL OF THE MINUTES:

9. Board of Selectmen Meeting Minutes September 25, 2023:

A motion was moved by Selectman Watson and seconded by Selectman Parenteau to approve the Board of Selectmen Meeting Minutes September 25, 2023.

Voted: 4-0. One absent.

10. Board of Selectmen Meeting Minutes October 23, 2023:

A motion was moved by Selectman Watson and seconded by Selectman Parenteau to approve the Board of Selectmen Meeting Minutes October 23, 2023.

Voted: 3-0-1. One Absent. Chair MacDonald abstained.

11. Board of Selectmen Executive Session Minutes November 6, 2023:

A motion was moved by Selectman Kastrinelis and seconded by Selectman Parenteau to approve the Board of Selectmen Executive Session Minutes November 6, 2023.

Voted: 3-0-1. One Absent. Chair MacDonald abstained.

12. Board of Selectmen Executive Session Minutes November 20, 2023:

A motion was moved by Chair MacDonald and seconded by Selectman Parenteau to approve the Board of Selectmen Executive Session Minutes November 20, 2023.

Voted: 4-0. One absent.

TOWN ADMINISTRATOR'S TIME:

TA Oldham reported: We sent out the budget requests they are due on the 15th, the Narrative and mission statement, and goals will be due the 31st. TA Oldham Read the bill and payroll warrant amounts.

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 Parenteau: Asked for an update on the Elm Park trees.

Selectman Watson: Received a couple of calls regarding the lights at Elm Park; they are saying how nice they look and what a nice job that was done. Who is paying for the electricity? TA Oldham responded it is the Groveland Light Department. Reminder that Thursday, December 7th is Pearl Harbor Day.

OLD OR UNFINISHED BUSINESS

Pentucket Regional Agreement Update, *Selectmen Kastrinelis:*

Selectman Kastrinelis: tomorrow night there is an informal group meeting. West Newbury has already submitted changes they want to see in the agreement. The group will want to know if the Groveland BOS is supportive of the changes West Newbury has proposed. The Board reviewed the proposed changes from West Newbury and discussed adding some of their own suggestions. Selectman Kastrinelis will bring forward the suggestions to the informal group meeting.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:

- None.

CORRESPONDENCE

13. Board of Selectmen Meeting Minutes October 10, 2023:
14. Board of Selectmen Meeting Minutes November 6, 2023:
15. Stephanie Bartelt, Conservation Commission Member awarded Certificate of Achievement for MACC
16. Correspondence from West Newbury Board of Selectmen concerning Whittier School Building Project

ADJOURNMENT:

A motion was moved by Selectman Watson and seconded by Chair MacDonald to adjourn the meeting. Voted: 4-0. One absent.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, December 18, 2023, at 6:30PM.

Respectfully submitted,

Katherine T. Ingram