



BOARD OF SELECTMEN

Meeting Agenda

Monday, February 12, 2024

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 8, as well as through Zoom virtual meeting software for remote access.

Join Zoom Meeting

<https://zoom.us/j/93995174414?pwd=dnqONjNmTVpOVHA0bWdUMHBMeFhvQT09>

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 6:30 P.M.

PRESENTATION

Presentation of certificates to recognize the young artists and their contribution to the Art Installment titled 'Geometric Polar Bears' being displayed at Town Hall.

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. Approve the field use permit for the use of Shanahan Field Minor by the Groveland Youth Soccer, Benjamin Can Duyne, for March 25, 2024 through June 9, 2024.
2. Approve Council on Aging Plans for a Town Wide Yard Sale
3. 2024 Warrant for Presidential Preference Primaries
4. Accept the Disclosure Notice for Jan Dempsey as an elected Library Trustee and applicant for the Property Tax Work-Off abatement program per G. L. c. 268A, § 20 (d).
5. Accept the resignation of Shaun Hood as Library Assistant effective January 27, 2024.
6. Accept the resignation of Bergen Daly as Youth Services Librarian effective January 31, 2024.
7. 2024 Small Town Administrators Legislative Priorities, *Town Administrator*
8. Pentucket Regional District School Enrollment Data, *Selectman Kastrinelis & Town Administrator*
9. Valley Screw Discussion, *Selectman MacDonald*

APPOINTMENTS OF THE BOARD

10. Appoint Kimberly Beaudoin, of Washington Street, as a member of the Recreation Committee effective February 13, 2024 through June 30, 2024.
11. Appoint Patrick Millina, of Savory Lane, to Recreation Committee effective February 13, 2024 through June 30, 2024,
12. Appoint Frank O'Connor, of Dale Street in North Andover, as Town Planner effective March 4, 2024. The position is non-exempt, 37.5 hours/week at a rate of \$38.42.

TOWN OF GROVELAND
2024 FEB - 8 PM 2:57
RECEIVED/NOTED

APPROVAL OF THE MINUTES

13. Board of Selectmen Meeting Minutes December 4, 2023
14. Board of Selectmen Meeting Minutes December 18, 2023

OLD OR UNFINISHED BUSINESS

15. Reminder of Upcoming Election and Open Seats, *Selectman MacDonald*

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING

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.*

CORRESPONDENCE

16. Invitation from Dr. Justin Bartholomew to attend the Pentucket Regional School Committee public hearing on the budget and FY25 budget presentation on Tuesday, February 13th at 6PM in the Middle-High School.
17. Executive Office of Public Safety and Security and the Department of Fire Services awarded the Fire Department a grant for \$15,500 for the Firefighter Safety Equipment Grant Program.
18. 944 Salem Street Special Permit Application
19. Greenwood Auto Body Correspondence about lapsed Class II Auto License

Motion and Roll call into Executive Session

EXECUTIVE SESSION – Pursuant to Purpose 6, M.G.L. c. 30A, § 21(a)(6): To consider the purchase, exchange, lease, or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiation position of the public body– 144 Center Street.

Roll Call to end Executive Session and not return to open session.

The next regularly scheduled meeting of the Board of Selectmen will be Monday, February 26, 2024, at 6:30PM.

Submitted by: Chairman Daniel MacDonald



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



MEMO

To: Board of Selectmen
From: Rebecca Oldham, Town Administrator
cc:
Date: February 8, 2024
Re: Shanahan Field Use Permit (#2024-FP6)

Benjamin Van Duyne on behalf of the Groveland Youth Soccer League is looking to reserve the minor field at Shanahan Field from March 25, 2024 through June 9, 2024.

The league has approximately 64 players from Pre-K to 4th Grade.

Games are held on Saturdays from 8am to 4pm and Sundays from 8am to 2pm. Weekday practices are from 4pm to dusk. This does not conflict with any of the prior approvals granted for Shanahan Field, major.

The League will provide their Certificate of Insurance, and they will also provide the \$200 fee for the permit. If approved the permit will be #2024-FP6 and a letter of approval will be sent to the League notifying them of approval and include reminders for trash pickup and contacts for help with field maintenance, etc.

The Board is being asked to approve Field Use Permit #2024-FP6 for the Groveland Youth Soccer League to use Shanahan Field, minor, from March 25, 2024 through June 9, 2024 contingent upon receipt of the Certificate of Insurance and field use fee.



COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

WARRANT FOR PRESIDENTIAL PREFERENCE PRIMARIES

SS.

To either of the Constables of the Town of Groveland

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at

Precinct One and Precinct Two (1 & 2)
Town Hall 183 Main Street Groveland, MA 01834

on **TUESDAY, THE FIFTH DAY OF MARCH, 2024**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Presidential Primaries for the candidates of political parties for the following offices:

PRESIDENTIAL PREFERENCE. FOR THIS COMMONWEALTH
STATE COMMITTEE MAN. FIRST ESSEX & MIDDLESEX DISTRICT
STATE COMMITTEE WOMAN. FIRST ESSEX & MIDDLESEX DISTRICT
TOWN COMMITTEE. GROVELAND

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this _____ day of ____February_____, 2024.

Selectmen of Groveland

And you are directed to serve this warrant by posting true and attested copies thereof in not less than three (3) public places in the town, one (1) in that part of the town known as Savaryville, one (1) in that part of town known as the "Village", and one (1) in that part of town known as South Groveland, and copies to be posted not less than seven (7) days before the time of said election.

Constable	(month and day)

, 2024.

Warrant must be posted by **February 27, 2024**, (at least *seven days prior* to the **March 5, 2024**,
Presidential Preference Primary).



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



MEMO

To: Board of Selectmen
From: Rebecca Oldham, Town Administrator
cc:
Date: February 7, 2024
Re: Special Employee Disclosure Statement: Jan Dempsey

The Library Trustee member inquired as to whether they could apply as part of the Tax Work Off Program and be an elected member.

Research was conducted and it was found that Town employees, which include elected officials such as Library Trustees, may participate in the Property Tax Work-Off abatement program, provided they meet certain conditions.

The following condition must be met:

- The Work-Off Program must be publicly advertised with a select process that is fair to all applicants and does not provide a preference to Town employees over non-Town employees.
- The participant cannot be an employee of the agency that oversees the Work-Off abatement program or regulate the agency that oversees the program.
- Services for the abatement program must be provide outside of the participant's regular job duties.
- May not be compensated for work in the abatement program for more than 500 hours during a calendar year.
- The head of the agency overseeing the program must file a written certification that no current employee of the Town Department in which the participant is working is available to perform the work as part of their regular duties.



The following conditions are also applicable:

- A Special Municipal Employee who has no official responsibilities with the agency overseeing the Work-Off program may file a disclosure pursuant to sec. 20(c) with the Town Clerk
- A Special Municipal Employee who does have official responsibilities with the agency overseeing the Work-Off program may file a disclosure pursuant to sec. 20(d) with the Town Clerk and must obtain the Select Board's approval of the exemption.

This item is before the Board of Selectmen because Jan Dempsey is an elected Library Trustee and submitted an application to participate in the Tax Work-Off Program at the Library. Since the Trustees of the Langley-Adams Library are Special Employees and this person will have official responsibilities with the agency overseeing the Work-Off program they need to file a disclosure pursuant to sec. 20(d) with the Town Clerk and must obtain the Select Board's approval of the exemption.

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

	PUBLIC EMPLOYEE INFORMATION
Name of public employee:	Jan L Dempsey
Title or Position:	Library Trustee
Agency/Department:	Langley-Adams Library
Agency address:	185 Main St. Groveland, MA 01834
Office Phone:	978-372-1732
Office E-mail:	
	<p>In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person.</p> <p>I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.</p>
	APPEARANCE OF FAVORITISM OR INFLUENCE
Describe the issue that is coming before you for action or decision.	I serve as a Library Trustee and I have submitted an application to work at the library under the Property Tax Work-off program.
What responsibility do you have for taking action or making a decision?	
Explain your relationship or affiliation to the person or organization.	
How do your official actions or decision matter to the person or organization?	

Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. <input checked="" type="checkbox"/> Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date:	

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

From: [Darcy Lepore](#)
To: [Rebecca Oldham](#)
Subject: Fw: Resignation
Date: Tuesday, January 16, 2024 10:13:32 AM

Rebecca,

Forwarding this your way. Maybe tomorrow/this week we can touch base about it? I think I've updated the job description since we last talked about it so I will send that your way tomorrow.

Best,

Darcy

Darcy Lepore, Library Director (*She/Her/Hers*)
Langley-Adams Library, 185 Main Street
Groveland, MA
Library: 978-372-1732
Direct Line: 978-556-7231
dlepore@langleyadamslib.org

From: Shaun Hood <shood@langleyadamslib.org>
Sent: Tuesday, January 16, 2024 10:10 AM
To: Darcy Lepore <dlepore@langleyadamslib.org>
Subject: Resignation

Hi Darcy,

I have decided to resign from my position here at the library. My last day will be Saturday, January 27th.

Thank you,

Shaun Hood (he/him)
Library Assistant
Langley-Adams Library
Groveland, MA
978-372-1739



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



MEMO

To: Board of Selectmen
From: Rebecca Oldham, Town Administrator
cc:
Date: February 7, 2024
Re: Resignation of Bergen Daley

Bergen Daley resigned on January 31, 2024 as Youth Services Librarian effective January 31, 2024.

The Board of Selectmen are the appointing authority for the library staff. The resignation of the employee needs to be accepted by the appointing authority.

The Town has withheld the resignation letter (in compliance with OML and counsel opinion) as it was determined that, if disclosed, would result in personal embarrassment. The Director is appointed by the Board of Trustees, per the general bylaw. The Board of Trustees has held an executive session on Thursday, February 8th and will hold their regularly scheduled meeting on Wednesday, February 14, 2024.



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



MEMO

To: Board of Selectmen
From: Rebecca Oldham, Town Administrator
cc:
Date: February 7, 2024
Re: STAM Legislative Priorities

Small Town Administrators of Massachusetts (STAM) is a professional organization of roughly 100 chief administrative officers from communities with populations of 12,000 or less from across the Commonwealth. The group offers a forum for the exchange of ideas and information together with opportunities for professional development, advancement of the municipal management profession, improved communication within the profession and targeted legislative and policy advocacy.

The group has been focusing on the 2024 Legislative Priorities and has played a large role in the advocacy that impacted the Municipal Empowerment Act. These priorities represent the key focuses for small towns in Massachusetts.

Member communities have brought these priorities before the Board of Selectmen to adopt and share them with key regional officials in the legislative delegation. Therefore, I am proposing the Groveland Board of Selectmen also adopt these priorities and join the effort to show our priorities in relation to small rural communities that do not have the same capacity and resources as the larger communities in the Commonwealth.

The focus areas are outlined briefly in the follow up memo produced by STAM. Below you can find more details about the priorities.

Streamline and amend procurement laws to meet the needs of small towns.

- Increase the procurement thresholds to reduce the administrative burdens on towns with limited staffing.
- Eliminate the requirement for advertisement in a newspaper. This would apply to public hearing notices, procurements, and any other statutory advertising. This adds costs to procurement without a clear gain.
- Combine the state procurement mandates (OSD and Central Register)
- Consider exemptions from the prevailing wage law for small towns to limit the tax impact on residents for smaller projects.

Streamline state grant processes.

- Require only one set of authorization forms at the start of the fiscal year or when staff changes occur. This limits continually filing the same paperwork for the same employee as the executor in small towns is often the same employee.
- Combine administrative filing requirements for grants to remove redundancy. The state offers many grant programs that require the same administrative information. Limit continued information submitted to just the grant's scope of work to decrease the administrative requirements on small towns.
- Provide grant funding upfront to reduce the need for reimbursement requests. Hold the final payment until all documentation has been satisfactorily received.

Increase Chapter 90 funding and application efficiencies.

- Simplify the paperwork process; distribute money upfront like with the final iteration of WRAP and ensure proper spending with audits.
- Emphasize road miles in the Chapter 90 formula to help small towns keep up with road maintenance costs without additional local tax burdens.

Assist small towns with long-deferred capital needs by increasing state investments in targeted projects and cost-saving measures.

- Provide access to state-funded design and engineering services for small towns that need to pay a premium for these services from third-party providers.
- Establish and fund a municipal building assistance authority.
- Assist small towns with prioritizing and funding small bridge projects.
- Incentivize small towns to invest in sustainability, climate change, and emergency preparedness efforts as the costs are prohibitive.
- Expand G.L. c. 44, §33B to allow budget transfers beginning in January. This gives small towns necessary financial flexibility between fall and spring town meetings.
- Incentivize regionalization efforts. Small towns must provide all the services required of larger towns without the staff and budget. Creativity and flexibility to fill ever-increasing vacancies and provide high-quality services without increasing taxes requires funding and focus. Regionalization efforts in small towns are necessary, but also politically difficult. Funding helps incentivize change.
- Establish a regional financial commission, like the regional planning agencies that can assist small towns with resources in financial positions that are getting increasingly more difficult to fill (Accountants, Treasurers, etc.).

- Implement a part-time police academy that meets the POST requirements. Requiring officers to be full-time academy trained is causing a financial hardship and creates staffing difficulties.
- Continue to address Chapter 70 funding. Regional schools represent the largest portion of small towns budgets and the largest hurdle for meeting annual budgeting requirements. A true rural factor for regional school aid as recommended in our legislative priorities is vital for small towns to provide adequate municipal services.
- More realistic PILOT assessments on State owned land. The assessment should be based on developable land's developed tax value as state owned land prevents development in small towns.
- Provide greater flexibility in the Open Meeting Law to allow small towns to continually attract volunteers and provide the meeting options that best suit their residents.
- Establish state emergency funds for disasters when impacts do not meet FEMA thresholds. This would allow communities to keep their Chapter 90 and Stabilization accounts for essential capital projects even when facing disaster repair/relief costs.
- Establish a State Bank for local borrowing. All communities could borrow at a set rate.
- Establish a small-town advisory committee to make recommendations to the administration about legacy laws and requirements in need of modernization. An example of the type of recommendations this committee could make includes removing the requirement for notarized signatures on the Animal Inspector Nomination forms. Many of our town halls do not have a notary and it should be sufficient to have the Town Clerk sign-off.
- Include a Rural Factor or similar recognition in all state programs (eg. affordable housing, transformative development initiatives, rural school districts).
- Reform the state-owned land Payment In Lieu Of Taxes (PILOT) program to ensure more equity for towns constrained by necessary land preservation.
- Provide funding and technical assistance for town clerks and under-staffed towns to facilitate Compliance with The Votes Act.
- Reform the Chapter 90 Formula; increase total funding to more than \$330 million per year; consider extending or merging Winter Road Assistance Program funds.
- Create a Municipal Building Assistance Authority (public safety; municipal buildings) and dedicate a steady revenue stream for long-term viability.
- Engage with small community leaders about impacts, include funding sources, and preserve local options when considering permanent amendments to Hybrid and Remote Public Meetings requirements.



2024 LEGISLATIVE PRIORITIES

More than 100 Chief Administrative Officers representing communities with populations of 12,000 or less from across the Commonwealth joins with the Town of _____ to advocate for legislative priorities impacting resident lives. We call upon our legislative leaders to pass bills related to these priorities to properly equip small towns with the resources they need.

STAM members listed addressing crumbling Infrastructure as their top legislative priority

- Permanently change the **CHAPTER 90 FORMULA**, increasing total funding to more than \$330 million per year to help small towns improve roads, bridges and water systems
- Create and fund the **MUNICIPAL BUILDING ASSISTANCE AUTHORITY**

Regional school support and sustainable approaches to education remain a top priority

- Reform the **EDUCATION FUNDING FORMULAS** to provide more support for regional school districts in towns having to choose between schools and municipal services
- Create regional incentives for districts looking to create **SUSTAINABLE PATHWAYS** in the face of declining enrollment and increased costs for personnel and transportation

Members continually cite common-sense reductions in procurement burdens

- Increase state **PROCUREMENT THRESHOLDS** to reduce administrative and cost burdens on small towns with limited budgets and vendor choices
- **IMPROVE PREVAILING WAGE LAWS** by provide exemptions and rural factors that would allow small towns to complete necessary projects

Small towns consistently advocate for legislative changes with a big “small-town” impact

- Reform the state-owned land **PAYMENT IN LIEU OF TAXES (PILOT)** to create more equity for towns constrained by necessary land preservation
- Provide **STAFFING AND SUPPORT** for the Office of Rural Affairs
- Reduce **ADMINISTRATIVE BURDENS** that prevent small towns from getting state grants



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



MEMO

To: Board of Selectmen
From: Rebecca Oldham, Town Administrator
cc:
Date: February 7, 2024
Re: FY24 Pentucket Regional School Enrollment

Per the Regional Agreement,

- A. All operating costs shall be assessed to the three towns on the basis of M.G.L. Chapter 71, Section 16B.
1. The district assessment will be calculated and reported to the member towns by using the two - step method. The District shall list all general fund revenues, including but not limited to Chapter 70 and Transportation Aid, and reduce the member assessment as it relates to the approved operating budget by said amount. The remaining member assessments shall be calculated by charging each member Town its net minimum spending amount as approved by the Department of Elementary and Secondary Education for the Fiscal Year being assessed. **Should the requested member assessments exceed the net minimum spending required then the remaining amount shall be charged to each member Town based upon its percentage of the entire District enrollment calculated to 4 decimal places as of October 1 of the prior Fiscal Year for grades K to 12, including out of District placements, as reported to the Massachusetts Department of Elementary and Secondary Education on the statewide pupil census.** All Debt Service and Capital Costs not associated directly to one member community's Elementary School(s) shall be allocated and assessed annually using the calculation stated above for any amount over the net minimum spending requirement.

In FY24 Selectman Kastrinelis found that the Essex Technical students were included in enrollment.

1. Students Educated Outside of Pentucket

Home Schooled	
Parochial	16
Private	4
Choice Out (Includes N.S Voc Tech)	20
River Valley Charter School	9
Spec. Ed OOD	14
Whittier	35
Total Educated outside of PRSD	98
Only Choice Out, Charter, Spec. Ed	43

There are 10 students enrolled in FY24 for Essex Technical School, students we pay direct tuition for and charged by the School. Those students per the Department of Elementary and Secondary Education (DESE) Foundation Enrollment should not have been included in our enrollment. Those students are not reported to DESE by the District which violates our Regional Agreement. We should have only had 33 students included in our enrollment numbers as out of district students.

The enrollment is what is used in the two-step assessment calculation and how the percentage of Groveland's share of the assessment is calculated. The District reported we had a total of 924 students (both out-of-district and Pentucket) and our share was 0.39236. But if the numbers were reduced by those 10 students, for the total of 914 the percentage would be 0.3918. That may seem small, and it is, but it is the multiplier used in calculating millions of dollars that make up our operating assessment and capital assessment. The initial calculations show a shift of the burden to Groveland. While small, as we look for areas to reduce our budget in FY25 that money becomes helpful to balancing our budget.

Selectman Kastrinelis brought this issue forward and I brought this forward to the Administration. They acknowledge that it was done and stated that it would not be included in FY25. The calculations clearly shows that it is now separate. I have asked for the error to be corrected for FY24. However, it has still not been corrected. Therefore, I am asking the Board of Selectmen to vote to send a letter requesting the assessment be updated and copy the other two member communities.

From: [Kimberly Beaudoin](#)
To: [Rebecca Oldham](#)
Subject: Groveland Rec Committee
Date: Thursday, January 25, 2024 8:21:40 AM

Good Morning,

I am writing to you to request a spot on the Groveland Rec Committee, I have been speaking to Steve Baker and feel this is something I would like to get involved in. My family has been in Groveland for over 50 years and I currently live here with my 10 year old daughter,

Please let me know if this is something we are able to move forward with.

Thank you,
Kimberly Beaudoin

From: [REDACTED]
To: [Rebecca Oldham](#)
Subject: New submission from Apply for Board/Committee
Date: Thursday, February 1, 2024 11:09:56 AM

Name

Patrick Millina

Phone

[REDACTED]

Email

[REDACTED]

Address

7 Savory Lane, Groveland, MA 01834

Board or Committee you are interested in Joining

Recreation Committee

Why are you interested in joining this Board/Committee?

My family is new to town as of last November. My daughter just started Kindergarten at Bagnall, and we intend to be right here through (at least) her high school graduation. While I'm an attorney by trade, doing something good for the town while I get to know more folks and learn about how things work here seems like the right thing to do. Also, I've participated in adult co-ed rec sports for more than a decade, and I have some knowledge about organizing and running sports leagues. I'd be a useful member on the committee, and there's an open spot.



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.



BOARD OF SELECTMEN

Meeting Minutes

Monday, December 18, 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, Selectmen Edward Watson, Mark Parenteau, Kathleen Kastrinelis
Jason Naves ~ participated remotely ~ all votes taken via roll call vote
Rebecca Oldham, Town Administrator

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

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. They are requesting twenty spaces. The cars in the spaces will be for sale. Patricia noted that since they took over the property, they have been cleaning up the property.

TA Oldham reported that she consulted with Town Counsel and there is no legal requirement to hold a public hearing; the permit is in existence, and they are just looking to amend the permit. Selectman Parenteau felt more cleanup of the property was necessary. Selectman Watson talked about tires that are on the right side of the building and this should be cleaned up. Selectman Naves noted that he has noticed a vast improvement with the property.

A motion was moved by Selectman Kastrinelis and seconded by Chair MacDonald to allow for an increase of the allowable vehicles from display on the license from six to twenty according to the parking plan that was provide.

Roll Call Vote: Naves; yes, Kastrinelis; yes, MacDonald; yes, Parenteau; yes, Watson; No.

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

TA Oldham noted that the BOH and the Health Agent came before the Board to discuss this agreement; the Board asked for Town Counsel review. Town Counsel did not see any issues with the agreement itself, but they were looking for a better understanding of what the services would consist of. TA Oldham reached out to Dave Greenbaum and Rosemary Decie and they shared it with their contact at the Mass. Association of Health Boards and are waiting for clarification. Selectman Kastrinelis asked for clarification on a couple of other items.

A motion was moved by Selectman Kastrinelis and seconded by Chair MacDonald to table.

Roll Call Vote: Naves; yes, Kastrinelis; yes, MacDonald; yes, Parenteau; yes, Watson; yes.

3. CPC Proposal to Purchase 114 Center Street, *Mike Dempsey*:
Mike Dempsey, Conservation Commission was present and addressed the Board to share a presentation for informational purposes only. It is proposed to use Open Space designated Community Preservation funds. The Property is appraised at \$220,000; we cannot pay more than the appraised amount.
4. 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 December 4, 2023 meeting).
TA Oldham explained that the fine assessments will not take place until after May 1, 2025 and the host community will be fined in an amount equal to the annual total of community host agreements received from all Marijuana establishments operating in the host community during the prior calendar year (we currently have none). The policy has been adopted by many communities, but no information is available as to how many. Town Counsel interpreted the streamlining reference in the policy to mean prompt scheduling and review of social equity applications.

A motion was moved by Chair MacDonald and seconded by Selectman Parenteau to approve the 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.

Roll Call Vote: Naves; yes, Kastrinelis; yes, MacDonald; no, Parenteau; yes, Watson; yes.

5. FY25 Capital Improvement Plan, *Town Administrator* (continuation from December 4, 2023 meeting):
Selectman Kastrinelis asked to focus review of the six projects being proposed to go forward and be presented at the upcoming Annual Town Meeting.
TA Oldham reviewed the six projects that have a total of \$378,419 for FY25. Selectman Watson suggested looking to see if there are ways to fund some of the capital projects with CPA Funds.

A motion was moved by Selectman Kastrinelis and seconded by Selectman Parenteau for \$378,419 to fund the Capital Projects as recommended for FY25 in the Capital Plan from the funding sources recommended in the Capital Plan.

Roll Call Vote: Naves; yes, Kastrinelis; yes, MacDonald; no, Parenteau; yes, Watson; yes.

APPOINTMENTS OF THE BOARD:

- None.

APPROVAL OF THE MINUTES:

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

A motion was moved by Selectman Kastrinelis and seconded by Selectman Parenteau to approve the Board of Selectmen Meeting Minutes October 10, 2023:

Roll Call Vote: Naves; yes, Kastrinelis; yes, MacDonald; yes, Parenteau; yes, Watson; yes.

7. Board of Selectmen Meeting Minutes November 6, 2023

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

Roll Call Vote: Naves; abstain, Kastrinelis; yes, MacDonald; abstain, Parenteau; yes, Watson; yes.

TOWN ADMINISTRATOR'S TIME

TA Oldham reported: the budget requests were sent out to departments and budgets have been submitted; the digital budget books were sent out. TA Oldham reviewed what the budget is beginning to look like; this is early in the budget process – there are many unknown items at this point.

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: wished everyone a wonderful holiday.

Selectman Naves: thanked the Highway Department, Electric Light Department, Police and Fire for all of their busy work with the recent storm. Selectman Parenteau agreed with Selectman Naves stating that they did an “Awesome Job.” Selectman Watson also agreed adding: Thank you for the “terrific job.”

Selectman Watson: asked for an agenda item on the next meeting regarding the Whittier Tech building vote.

Chair MacDonald: wished everyone a Merry Christmas. At the next meeting Chair MacDonald would like to revisit the dam conversation.

OLD OR UNFINISHED BUSINESS

- Pentucket Regional Agreement Update, *Selectmen Kastrinelis*
Selectman Kastrinelis provide the definition of enrollment by the state to the Board.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING

CORRESPONDENCE

- Housing Production Plan Update- Public Engagement Meeting Tuesday, December 19th at 6pm
- Board of Selectmen Meeting Minutes November 20, 2023

ADJOURNMENT:

A motion was moved by Selectman Parenteau and seconded by Selectman Kastrinelis to adjourn the meeting.

Roll Call Vote: Naves; yes, Kastrinelis; yes, MacDonald; yes, Parenteau; yes, Watson; yes.

The next regularly scheduled meeting of the Board of Selectmen will be Tuesday, January 2, 2024, at 6:30PM.

Respectfully submitted,

Katherine T. Ingram

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

From: [Bartholomew, Justin](#)
To: [Carol McLeod - Finance](#); [Town Manager](#); [Rebecca Oldham](#)
Cc: [Suzanne Wallace](#); [Marianne Naffah](#)
Subject: INVITATION: FY25 PRSD Public Hearing and Budget Presentation/Update
Date: Friday, February 2, 2024 2:20:49 PM

Good Afternoon Carol, Rebecca, and Angus,

As you know, PRSD is going to have a public hearing on the budget and will then do a FY25 budget presentation on **Tuesday, February 13th @ 6PM at our School Committee meeting in the Middle-High School**. As has been done in the past, we would like to invite the Finance Committee and Board of Selectmen from each Town to attend this School Committee meeting and sit with the School Committee. This may also be an opportunity for a member of the Regional Agreement group to update everyone on the progress, and potentially get feedback.

If a member is interested in attending, could you please be sure that that member RSVP (or you... if you are collecting attendance) to Ms. Marianne Naffah (mnaffah@prsd.org) by Friday, February 9th so that we know how to best set up the space. Right now, we believe we will be holding this meeting on the second floor in the Middle-High School next to the Media Center.

Thank you as always, and if you have any questions, please let me know!

My Best,
~ Justin

The Right-To-Know Law provides that most e-mail communications, to or from School District employees regarding the business of the School District, are government records available to the public upon request. Therefore, this e-mail communication may be subject to public disclosure. This e-mail is intended solely for the person or entity to which it is addressed and may contain confidential and/or privileged information. Any review, dissemination, copying, printing, or other use of this e-mail by persons or entities other than the addressee is strictly prohibited. If you receive this e-mail in error, please notify the sender immediately and delete the material from any device.



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE BOSTON, MA 02133
(617) 725-4000

MAURA T. HEALEY
GOVERNOR

KIMBERLEY DRISCOLL
LIEUTENANT GOVERNOR

February 6, 2024

Chief Robert Valentine
Town of Groveland
181 Main Street
Groveland, MA 01834

Dear Chief Valentine,

Congratulations! I am pleased to inform you that the Executive Office of Public Safety and Security and the Department of Fire Services (DFS) has awarded the Town of Groveland Fire Department \$15,500.00 in State Fiscal Year 2024 funding for the Firefighter Safety Equipment Grant Program.

With each new challenge, the fire service in Massachusetts demonstrates its ability to adapt, overcome, and continue providing the excellent level of services that the citizens of the Commonwealth have come to expect. Please know how thankful I am for this, and how grateful I am to be able to provide your department with this important equipment.

The contract, terms and conditions, and other award documents for this program will be provided to you by DFS. Please contact Tim Moore at DFS with any questions about this award at 978-567-3721 or Timothy.Moore@mass.gov.

Sincerely,

A handwritten signature in blue ink, reading "M. T. Healey".

GOVERNOR MAURA T. HEALEY

A handwritten signature in blue ink, reading "Kim Driscoll".

LT. GOVERNOR KIMBERLEY DRISCOLL



MAURA T. HEALEY
GOVERNOR

KIMBERLEY DRISCOLL
LIEUTENANT GOVERNOR

TERRENCE M. REIDY
SECRETARY

*The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services*

P.O. Box 1025 ~ State Road

Stow, Massachusetts 01775

Telephone (978) 567~3100

www.mass.gov/dfs



JON M. DAVINE
STATE FIRE MARSHAL

February 6, 2024

Chief Robert Valentine
Town of Groveland
181 Main Street
Groveland, MA 01834

Dear Chief Valentine,

I am pleased to provide you with a Commonwealth of Massachusetts Standard Contract Form, Grant Agreement Scope of Work and Budget, and Contractor Authorized Signatory Listing Form for your FY24 Firefighter Safety Equipment Grant award. Please print and mail copies of these documents with original signatures to Tim Moore at the Department of Fire Services (DFS) address above. The Standard Contract Form Instructions and Commonwealth Terms and Conditions, which are incorporated by reference into this contract, may be found at www.macomptroller.org/forms. As a reminder, equipment orders may not be placed until this contract has been fully executed by DFS and your department. DFS will provide you with a copy of the fully executed contract and provide specific direction to proceed when your contract has been executed.

The funds for this program will be disbursed on a reimbursement basis in accordance with the terms of the grant Notice of Funding Opportunity. Once you have received your equipment and paid the vendor(s), reimbursement requests may be submitted to DFS by submitting the following documents to OPS.DFS-TM-Grants@mass.gov:

- Completed Final Report Template.
- Copy of invoice(s) with detailed description of all eligible costs.
- Proof of payment to the vendor(s) (cancelled check copy or other official financial system record).

If you have any questions during the grant performance period, please contact Tim Moore at 978-567-3721 or OPS.DFS-TM-Grants@mass.gov.

This program is an excellent opportunity to improve the health and safety of firefighters across the Commonwealth, and I am grateful that we are able to provide this vital equipment to your department this year.

Sincerely,

Jon M. Davine
State Fire Marshal

*Administrative Services • Division of Fire Safety
Hazardous Materials Response • Massachusetts Firefighting Academy*

944 Salem Street

For Official Use	
TOWN OF GROVELAND 2024 FEB -6 AM 9:39 TOWN CLERK RECEIVED/POSTED	
Receipt Stamp	
Docket Number	2024 -4
Application Fee	\$ 400
Fee Paid	<input checked="" type="checkbox"/>

APPLICATION FOR ZONING RELIEF

For Applicant's Use

Type of Zoning Relief Sought by Applicant	
<input type="checkbox"/>	Variance
<input checked="" type="checkbox"/>	Special Permit
<input type="checkbox"/>	Special Permit under Section 5 of the Zoning Bylaw
<input type="checkbox"/>	Comprehensive Permit (pursuant to G.L. c. 40B)
Appeal of Decision (pursuant to G.L. c. 40A)	
<input type="checkbox"/>	Building Inspector
<input type="checkbox"/>	Planning Board
<input type="checkbox"/>	Other

Please see Groveland Zoning Board of Appeals Rules and Regulations for specific requirements for plans and other materials required to be submitted in support of this application.

PLEASE PRINT OR TYPE

1. SUBJECT PROPERTY INFORMATION

Address (Number & Street Name)	944 Salem Street, Unit H		
Zoning District	Assessor's Map & Lot		
Industrial	Map Number	Lot Number	
	49-018	1	
Current Use			
Vacant; used as overflow storage. Unit was previously used for automotive repair.			

2. APPLICANT INFORMATION

Name of Applicant (s)	Scott Edwards, GML Utility Services Cooperative			
Address	944 Salem Street, Suite A			
City, State, Zip	Groveland, MA 01834			
Phone Number	978-265-2550			
Email Address	sedwards@gmlusc.org			
Is Applicant the Owner of the Property?	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>

REPRESENTATIVE:

Name of Representative: (If Not Applicant)	Kevin Snow, General Manager, Groveland Light
Address	944 Salem Street, Suite A
City, State, Zip	Groveland, MA 01834
Phone Number	978-372-1671

LEGAL OWNER:

Name of Legal Owner (If Not Applicant)	Groveland Municipal Light Department
Address	944 Salem Street, Suite A
City, State, Zip	Groveland, Ma 01834
Phone Number	978-372-1671

3. LOT AND BUILDING DIMENSIONS

<u>PROPERTY</u>	Primary (At Address Location)	Secondary (If on more than one street or way)
Required Frontage (feet)		
Existing Frontage (feet and inches)	385	
Proposed Frontage (feet and inches)		

SETBACK	FRONT	SIDE		REAR
		Left	Right	
Required Setbacks (feet)				
Existing Setbacks (feet and inches)	80	65	65	125
Proposed Setbacks (feet and inches)				
LOT	AREA (square feet)	COVERAGE (square feet)		MAXIMUM COVERAGE (%)
Required				
Existing	56628			
Proposed				
DWELLING OR STRUCTURE	HEIGHT	NUMBER OF STORIES		
Required				
Existing	22	1		
Proposed				

4. DOES THE LEGAL OWNER OWN THE ADJACENT LAND?		YES	<input checked="checked" type="checkbox"/>	NO	<input type="checkbox"/>
If Yes, Provide Address and Tax Map & Lot of Adjacent Property.					
Address					
Tax Map Number	49-020	Lot Number	0		

5. If Existing Property, Structure(s), and/or uses DO NOT conform to the current Zoning Bylaw, please describe what characteristic is non-conforming and when the lot, structure, or use began. (Attach extra sheet if necessary)

--	--

6. Describe what is being proposed, planned or appealed. (Attached extra sheet if necessary)

	GML Utility Service Cooperative is a LLC legally formed in MA and looks to provide utility vehicle service and repair. Services include maintenance (oil changes, scheduled services), diagnostics, and repairs to chassis and attached equipment to municipal utility trucks and vehicles (Bucket Trucks, Digger/Derricks, pickup and other vehicles), and service to similar type vehicles in similar industries. GML is not a company that will be providing services to vehicles of the general public.
--	---

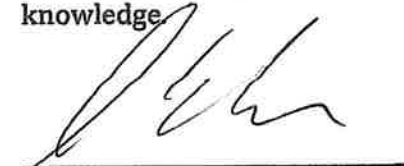
7. Structures on Property

		Existing	Proposed
	Number of Buildings (Primary Residence, Accessory, including sheds)	1	1
	Number of Dwelling Units (including Primary Residence)	0	0

8. Application Submission Checklist

- ✓ One Original and Eight (8) Copies of Signed Application Form
Filing Fee
- ✓ Eight (8) Copies of Site Plans prepared in accordance with the Groveland Zoning Board of Appeals Rules and Regulations, including
 - ❖ The dimensions and location of the subject property;
 - ❖ The location, dimensions, setbacks, and height of existing and proposed structures on the subject property;
 - ❖ Elevations of proposed structures.
- ✓ Assessor's Property Card for Subject Property
- ✓ Abutters List obtained from Groveland Assessor

The information provided in this application is true and correct to the best of the Applicant's knowledge.


Applicant's Signature

2-1-24
Date

Summary for the Special Permit requested for GML Utility Services Co-operative LLC, 944 Salem Street, Unit H.

GML Utility Services LLC is a co-operative business founded in 2022 by the Groveland Municipal Light Department, the Middleton Electric Light Department, and the Littleton Electric Light Department. GML is currently providing specialized services to municipal utilities in Massachusetts with an eye towards expanding throughout New England. We provide power supply consultation, project supervision, planning, and development, engineering, utility line clearance, and utility truck maintenance to our customers.

GML would like to license space at the Groveland Municipal Light Department's 944 Salem Street complex to base its truck maintenance services out of. The unit we are looking to utilize, Unit H, is the former site of Groveland Auto, a vehicle maintenance business that has moved to a new location in town.

Our rationale in applying for the Special Permit is that it meets the criteria that need to be considered when applying in that:

1. It meets an economic need identified by GML in that there are limited, specialized service providers that provide service to municipal utilities in a timely and economic manner. Finding reliable service providers for our specialized equipment (bucket trucks, digger derricks, forestry units, etc.) is difficult, especially on smaller utilities where there is not enough service work to be performed in-house to warrant hiring a dedicated mechanic. GML seeks to resolve that by providing this service to its member and customer clients.
2. The location at 944 Salem Street is currently underutilized. There is limited customer traffic flow at the current facility as Groveland Light's customers are typically there for only a few minutes to drop off payments or set up accounts. All other units are currently used as overflow storage for Groveland Light. As the clientele for GML would be mostly scheduled drop-offs there would be minimal increase to the existing traffic at the site, limiting any additional pedestrian exposure to traffic and/or vehicles being moved for service. GML would also have access to the gated, rear-lot area of the campus for overflow, secure parking of vehicle dropped off for service if the need warranted. There is an abundance of parking spots in the front of the building (40 marked on-site; 3 of which are handicap spots). There are also currently 2 curb-cuts on Rt 97, though there is an idea to remove one of them and provide more greenspace.
3. The proposed use of the facility is similar in nature to its previous use (auto repair). The on-site utilities (Electricity, Natural Gas, Water, and on-site septic) are adequate for the intended use. We see no additional burden placed on the Police or Fire Services. The building is protected by a video surveillance system housed at the Groveland Municipal Light Department's office. Additionally, the entirety of the building located at 944 was retrofitted with a sprinkler system when Groveland Light bought and renovated their current operations center.
4. The location of 944 Salem Street is zoned Industrial. GML's intended use is similar to past use of the location. There are few residential buildings nearby – 2 on Salem Street in Georgetown, and one on Hampshire Rd in Georgetown. The nature of the business being mostly scheduled service means that

there will be limited customer traffic. Being such, we do not anticipate any negative impact on the neighborhood character – to the contrary; it's in character.

5. There are no planned impacts to the natural environment. The existing facility provides all the space that is currently needed for the operation. If further expansion is warranted GML will approach the Groveland Municipal Light Department to enquire if there is any additional space in the building that could be licensed and will coordinate with the Town if any further permitting is required.

6. Fiscal impact to the town would be minimal. On-site utilities are adequate for the operation. Staffing would be minimal: 1 full-time staff member on-site to start, with the potential to add more if the need is warranted. It will also keep the square footage occupied by GML on the tax-rolls; Currently space occupied by Groveland Light is tax-exempt. The biggest fiscal impact will be felt by the Groveland Municipal Light Department as: 1. it will be receiving income for the licensing of the space, 2. The location of the service center will reduce time and money spent on transiting vehicles for service, and 3. The rate GML is charging for services is extremely beneficial to its members and customers.

7. The location of the proposed business, 944 Salem Street, lies at the "Gateway" to Groveland. Currently it is an underutilized property; previously being the home of multiple businesses (auto repair, bathroom remodeling, welding, and a custom carpentry shop to name a few examples. GML would add a low-impact business to this area, which as pointed out above, is in-character with previous businesses located at the property.

TOWN OF GROVELAND
2024 FEB -6 AM 9:39
JOHN CLEARY
RECEIVED/POSTED

PROPERTY LOCATION

No	Alt No	Direction/Street/City
		KING ST, GROVELAND

OWNERSHIP

Owner 1:	TOWN OF GROVELAND		
Owner 2:	MUNICIPAL LIGHT DEPARTMENT		
Owner 3:	ELECTRIC DEPT		
Street 1:	23 SCHOOL ST		
Street 2:			

Twn/City:	GROVELAND
MA	

SUPPROV:	IMA	Entity	OWN Occ:	N
Postal:	01834	Type:		

PREVIOUS OWNER

Owner 1:	-
Owner 2:	-
Street 1:	
Twn/City:	
St/Prov:	<div> <div>Cntry</div> <div></div> </div>
Postal:	

NARRATIVE DESCRIPTION

This Parcel contains 5.37 ACRES of land mainly classified as
TOWN-VAC

OTHER ASSESSMENTS

Code	Descrip/No	Amount	Com. Int
------	------------	--------	----------

PROPERTY FACTORS

Item	Code	Description	%	Item	Code	Description
Z	C	INDUSTRIA	100	water		
o				Sewer		
n				Electr		
Census:				Exmpt		
Food Haz:						
D				Topo		
s				Street		
t				Gas:		

LAND SECTION (First 7 lines only)

Use Code	Description	LUC Fact	No of Units	Depth / PriceUnits	Unit Type	L
930	TOWN-VAC		43560		SQUARE FEET	
930	TOWN-VAC		4.37		ACRES	EX

IN PROCESS APPRAISAL SUMMARY

Use Code	Land Size	Building Value	Yard Items	Land Value	Total Value
930	5,370			233,100	233,100

Legal Description

Legal Description

User ACCT

User Access

GIS Ref

[illegible]

GIS Ref

10

Insp Date

10

PREVIOUS ASSESSMENT

Year	Use	Category	Bldg Value	Yrd Items	Land Size	Land Value	Total Value	Asses'd Value
2024	930	FV	0	0	5.37	233,100	233,100	
2024	930	NC	0	0	5.37	233,100	233,100	211,700
2023	930	FV	0	0	5.37	211,700	211,700	211,700
2023	930	NC	0	0	5.37	211,700	211,700	211,700
2022	930	FV	0	0	5.37	188,200	188,200	188,200
2022	930	NC	0	0	5.37	188,200	188,200	188,200
2021	930	FV	0	0	5.37	171,000	171,000	171,000
2020	930	FV	0	0	5.37	157,100	157,100	157,100

SALES INFORMATION

Grantor	Legal Ref	Type	Date	Sale Code	Sale Price	V	Tst	Verif
CURTIS GEORGE A	6477-499	6/8/15/78	INVOLVED GOV	1 No	No			EMMINENT DOMAIN

PAT ACCT.

NO
OMAIN

BUILDING PERMITS

[illegible]

ACTIVITY INFORMATION

Date	Result	By	Name
12/27/2004	VACANT LOT	505	PATRIOT PROF

Sign:

Sign: _____

Total AC/H/A: 5,37/000	Total SF/SM: 233917	TOWN-VAC	Prime NB Desc	RESD GD	Total: 233,102	Spl Credit	Total: 233,100
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Disclaimer: This Information is believed to be correct but is subject to change and is not warranted

Database: AssessPro - Groveland

julie

2025

EXTERIOR INFORMATION

Type:	
Sty Ht:	
(Lvl) Units:	Total:
Foundation:	
Frame:	
Prime Wall:	
Sec Wall:	
Roof Struct:	
Roof Cover:	
Color:	
View / Desir:	

BATH FEATURES

Full Bath:	Rating:
A Bath:	Rating:
3/4 Bath:	Rating:
A 3QBth:	Rating:
1/2 Bath:	Rating:
A HBth:	Rating:
OtherFtx:	Rating:

COMMENTS

RESIDENTIAL GRID	
1st Res Grid	Desc:
Level	FY LR DR D K FR RR BR FB HB L O
Other	
Upper	
Lvl 2	
Lvl 1	
Lower	
Totals	RMS: BRS: Baths: HB

SKETCH

GENERAL INFORMATION

Grade:	
Year Blt:	Eff Yr Blt:
Alt LUC:	Alt %:
Jurisdct:	Fact:
Const Mod:	
Lump Sum Adj:	

CONDO INFORMATION

Location:	
Total Units:	
Floor:	
% Own:	
Name:	

DEPRECIATION

Phys Cond:	0.0%
Functional:	
Economic:	
Special:	
Override:	
Total:	0%

REMODELING

Exterior:	
Interior:	
Additions:	
Kitchen:	
Baths:	
Plumbing:	
Electric:	
Heating:	
General:	

RES BREAKDOWN

No Unit	RMS	BRS	FL
---------	-----	-----	----

INTERIOR INFORMATION

Avg Ht/Fl:	
Prim Int Wal:	
Sec Int Wal:	
Partition:	
Prim Floors:	
Sec Floors:	
Bsmnt Fir:	
Subfloor:	
Bsmnt Gar:	
Electric:	
Insulation:	
Int vs Ext:	
Heat Fuel:	
Heat Type:	
# Heat Sys:	
% Heatd:	
Solar HW:	
% Com Wal:	

CALC SUMMARY

Basic \$ / SQ:	
Size Adj: 1.00000000	
Const Adj: 8.00000000	
Adj \$ / SQ:	
Other Features: 0	
Grade Factor:	
NBHD Inf: 1.00000000	
NBHD Mod:	
LUC Factor: 1.00	
Adj Total: 0	
Depreciation: 0	
Depreciated Total: 0	

COMPARABLE SALES

Rate	Parcel ID	Typ	Date	Sale Price
------	-----------	-----	------	------------

SUB AREA

Code	Description	Area - SQ	Rate - AV	Undepr Value
------	-------------	-----------	-----------	--------------

SUB AREA DETAIL

Sub Area	% Util	Descrp	% Type	Qu # Ten
----------	--------	--------	--------	----------

SPEC FEATURES/YARD ITEMS

Code	Description	A	YIS	Qty	Size/Dim	Qual	Con	Year	Unit Price	D/S	Dep	LUC	Fact	NB Fa	Appr Value	JCodJFact	Jurfs. Value
------	-------------	---	-----	-----	----------	------	-----	------	------------	-----	-----	-----	------	-------	------------	-----------	--------------

PARCEL ID 49-020-0

IMAGE

AssessPro Patriot Properties, Inc

Net Sketched Area:		Total:	
Size Adj	Gross Area	FinArea	

More: N

Total Yard Items:

Total Special Features:

Total:

PROPERTY LOCATION

No	Alt No	Direction/Street/City
944		SALEM ST, GROVELAND

OWNERSHIP

Owner 1:	MUNICIPAL LIGHT DEPARTMENT TOW
Owner 2:	
Owner 3:	
Street 1:	944 A SALEM ST
Street 2:	

Town/City:	GROVELAND
St/Prov:	MA
Postal:	01834

PREVIOUS OWNER

Owner 1:	WATSON FAMILY REALTY TRUST -
Owner 2:	RICHARD WATSON TRUSTEE -
Street 1:	944 SALEM ST
Town/City:	GROVELAND
St/Prov:	MA
Postal:	01834

NARRATIVE DESCRIPTION

This parcel contains 1.3 ACRES of land mainly classified as COM WHS with a INDUSTRIAL Building built about 1987, having primarily COREG STL Exterior and 4380 Square Feet, with 3 Units, 0 Bath, 0 3/4 Bath, 7 HalfBaths, 0 Rooms, and 0 Bdrms.

OTHER ASSESSMENTS

Code	Description	Amount	Com. Int
------	-------------	--------	----------

IN PROCESS APPRAISAL SUMMARY

Use Code	Land Size	Building Value	Yard Items	Land Value	Total Value	Legal Description	User Acct
316	1.300	560,400	17,300	83,100	660,800	TAXABLE PORTION = 35 %	
Total Card	1.300	560,400	17,300	83,100	660,800	Entered Lot Size	
Total Parcel	1.300	560,400	17,300	83,100	660,800	Total Land:	
Source:	Market Adj Cost	Total Value per SQ Unit (Card):	150.87	/Parcel:	150.87	Land Unit Type:	

PREVIOUS ASSESSMENT

Tax Yr	Use	Cat	Blgd Value	Yrd Items	Land Size	Land Value	Total Value	Asses'd Value	Notes	Date
2024	316	FV	560,400	17,300	1.3	83,100	660,800		Year end	1/16/2024
2024	316	NC	560,400	17,300	1.3	83,100	660,800		Year End Roll	11/16/2023
2023	316	FV	438,300	17,700	1.3	60,700	516,700		Year End Roll	12/28/2022
2023	316	NC	438,300	17,700	1.3	60,700	516,700		Year End Roll	11/12/2022
2022	316	FV	379,900	18,300	1.3	54,800	453,000		Year end	11/18/2021
2022	316	NC	379,900	18,300	1.3	54,800	453,000		Year End Roll	10/25/2021
2021	316	FV	367,300	18,700	1.3	49,900	435,900		Year End Roll	11/12/2021
2020	316	FV	427,900	19,100	1.3	54,100	501,100		Year End Roll	1/6/2020

SALES INFORMATION

Grantor	Legal Ref	Type	Date	Sale Code	Sale Price	V	Tst	Verif	Notes
WATSON FAMILY R	33719-325	Q	12/5/2014	INVOLVED GOV	1,150,000	No	No	4	
WATSON FAMILY R	8276-0087		5/23/1986	CONVENCE		100	No	No	
WATSON FAMILY R	7137-0464		7/17/1983	FAMILY		1	No	No	

TAX DISTRICT

PAT ACCT.

BUILDING PERMITS

Date	Number	Descrp	Amount	C/O	Last Visit	Fed Code	F. Descrp	Comment
6/21/2016	03-16C	REMODEL	1,202,210	C				
6/9/2016	02-16C	COMM/WIND	6,000	C				
12/8/2009	1061	COMM/WIND	16,000	C				300.00

ACTIVITY INFORMATION

Date	Result	By	Name
11/22/2011	MEASURED	103	T DEDRICK
7/12/2011	INSPECTED	200	NEMC
8/10/2010	PERMIT VISIT	101	M KRALESKI
3/8/2005	MEAS-INSPECTD	505	PATRIOT PROP

PROPERTY FACTORS

Item	Code	Description	%	Item	Code	Description
Z	C	INDUSTRIA	100	water		
o				Sewer		
n				Electri		
Census:				Exmpt		
Flood Haz:				Topo		
D				Street		
s				Gas:		
t						

LAND SECTION (First 7 lines only)

Use Code	Description	LUC	No of Units	Depth / Price/Units	Unit Type	Land Type	LT Factor	Base Value	Unit Price	Adj	Neigh Infru	Neigh Mod	Infr 1	%	Infr 2	%	Infr 3	%	Appraised Value	Alt Class	Spec %	J Land Code	Fact Use Value	Notes
316	COM WHS		1.3	ACRES	SITE			0 217,800.	0.29 13		1.00		OTHER	-65					83,091				83,100	

Sign: _____

EXTERIOR INFORMATION

Type:	34	- INDUSTRIAL
Sy Ht:	1	- ONE STY
(Liv) Units:	3	Total: 3
Foundation:	6	- SLAB
Frame:	2	- STEEL
Prime Wall:	18	- CORREG STL
Sec Wall:	8	- BRICK VEN
Roof Struct:	1	- GABLE
Roof Cover:	9	- METAL
Color:		YELLOW
View / Desir:		
GENERAL INFORMATION		
Grade:	C	- AVERAGE
Year Blt:	1987	Eff Yr Blt: 1995
Alt LUG:		Alt %:
Jurisdct:		Fact.:
Const Mod:		
Lump Sum Adj:		

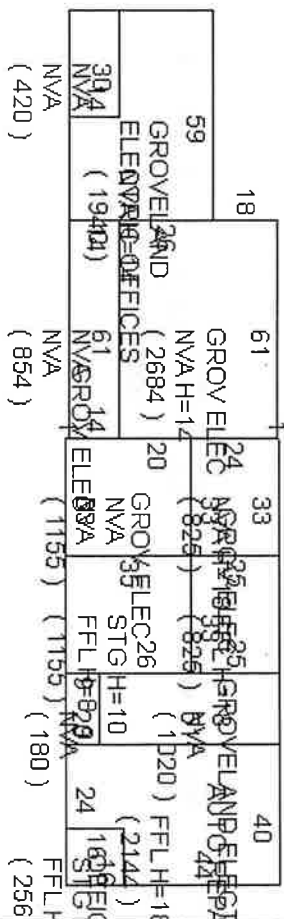
BATH FEATURES

Full Bath	Rating:	
A Bath:	Rating:	
3/4 Bath:	Rating:	
A 3QBth	Rating:	
1/2 Bath: 7	Rating:	AVERAGE
A HBth:	Rating:	
OffHfic: 3	Rating:	AVERAGE

COMMENTS

60% USED BY GROVELAND ELECTRIC; 3
COMMERCIAL UNITS. OCCUP CERT
02/23/2017.

SKETCH



INTERIOR INFORMATION

Avg H/F:	15.1
Prim Int Wall:	5 - MINIMUM
Sec Int Wall:	1 - DRYWALL 30%
Partition:	L - LIGHT
Prim Floor:	12 - CONCRETE

DEPRECIATION

Phys Cond:	GD - Good	15.	%
Functional:			%
Economic:			%
Special:			%
Override:			%

REMODELING

	No Unit	RMS	BRS	FL
Exterior:				
Interior:				
Additions:				
Kitchen:				
Baths:				
Plumbing:				
Electric:				
Heating:				
Totals				

CALC SUMMARY

Basic \$ / SQ:	105.00
Size Adj.:	1.25662100

COMPARABLE SALES

Rate	Parcel ID	Typ	Date	Sale Price
------	-----------	-----	------	------------

SUB AREA

Code	Description	Area - SQ	Rate - AV	Undepd Value	Sub %	Descrp	%	Qu # Ten
					Area Usbl		Type	
FFL	1ST FLOOR	4,380	138.570	606,922				
STG	STORAGE	1,411	12.220		FFL	100 SER	38 A	
NVA	NO VALUE			17,241	FFL	100 RTL	21 A	

SUB AREA DETAIL

Sub Area	% Usbl	Descrp	% Type	Qu #Ten
FFL	100	SER	38 A	
FFL	100	RTL	21 A	
FFL	100	WHS	30 A	
FFL	100	OFC	11 A	

MOBILE HOME

MOBILE HOME	Make:		Model:		Serial #		Year:		Color:	
--------------------	--------------	--	---------------	--	-----------------	--	--------------	--	---------------	--

SPEC FEATURES/YARD ITEMS

Code	Description	A Y/S Qty	Size/Dim	Qual	Con Year	Unit Price	D/S Dep	LUC	Fact	NB Fa	Appr Value	Jcod/Fact	Juns. Value
85	PAVING	D Y	1 17/000	A	AV 1987	1,53 T	54	316			11,900		11,900
OHD	OVRHD DOOR	M Y	4 10	A	AV 1987	75.00 T	36	316			1,900		1,900
OHD	OVRHD DOOR	M Y	2 12	A	AV 1987	75.00 T	36	316			1,200		1,200
OHD	OVRHD DOOR	M Y	3 16	A	AV 1987	75.00 T	36	316			2,300		2,300

PARCEL ID 49-018-0

Net Sketched Area: 17,298		Total:	
Size Ad	4380	Gross Area	17298
		FinArea	4380

IMAGE

AssessPro Patriot Properties, Inc



PROPERTY LOCATION			
No	Alt No	Direction/Street/City	
944		SALEM ST, GROVELAND	

OWNERSHIP			
Owner 1:	MUNICIPAL LIGHT DEPARTMENT TOW	Unit #	
Owner 2:			
Owner 3:			
Street 1:	944 A SALEM ST		
Street 2:			
Town/City:	GROVELAND		
St/Prov:	MA	Cntry	
Postal:	01834	Own Occ:	N
Type:			

PREVIOUS ASSESSMENT			
Tax Yr	Use	Cat	Blgd Value
2024	903	FV	1,102,300
2024	903	NC	1,102,300
2023	903	FV	855,000
2023	903	NC	855,000
2022	903	FV	736,800
2022	903	NC	736,800
2021	903	FV	710,900
2020	903	FV	646,500

PREVIOUS ASSESSMENT			
Tax Yr	Use	Cat	Blgd Value
2024	903	FV	1,102,300
2024	903	NC	1,102,300
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2023	903	NC	855,000
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2022	903	NC	736,800
2021	903	FV	710,900
2020	903	FV	646,500

49-001-1

PYE BROOK REALTY LLC
C/O JEFF SCHUTZMAN
939 SALEM ST
Groveland, MA 01834

49-001-4

NAS REALTY LLC
939 SALEM ST UNIT 3
GROVELAND, MA 01834

49-001-7

MCCARTHY TRS JAMES P
DOUBLE VISION REALTY TRUST
78 BAY STATE AV
SOMMERVILLE, MA 02143

49-002-0

NEW ENGLAND POWER CO
PROPERTY TAX DEPT
40 SYLVAN RD
WALTHAM, MA 02451

49-004-B

ANFEH LLC
37 DWINNELL ST
GROVELAND, MA 01834

49-017-0

NEW ENGLAND POWER CO
PROPERTY TAX DEPT
40 SYLVAN RD
WALTHAM, MA 02451

49-019-0

ESSEX COUNTY GAS CO
D/B/A KEYSpan ENERGY DELIVERY
40 SYLVAN RD
WALTHAM, MA 02451

49-001-2

PASTORE MARK V TRS
PETTENGILL CHARLES S TRS
939 SALEM ST UNIT 2
GROVELAND, MA 01834

49-001-5

ARSENAULT MARTIN J TRS
ARSENAULT LISA M TRS
939 SALEM ST UNIT 5
GROVELAND, MA 01834

49-001-8

FMS REALTY LLC
939 SALEM ST UNIT 3
GROVELAND, MA 01834

49-003-0

CLIFFORD TRS TERRY
PUB 97 REALTY TRUST
65 MAIN ST
GROVELAND, MA 01834

49-015-0

VALLEY PROPERTY MANAGEMENT LLC
1290 PARK ST
PALMER, MA 01069

49-018-0

MUNICIPAL LIGHT DEPARTMENT TOWN OF G
944 A SALEM ST
GROVELAND, MA 01834

49-020-0

TOWN OF GROVELAND
MUNICIPAL LIGHT DEPARTMENT
23 SCHOOL ST
GROVELAND, MA 01834

49-001-3

NAS REALTY LLC
939 SALEM ST UNIT 3
GROVELAND, MA 01834

49-001-6

MCCARTHY TRS JAMES P
DOUBLE VISION REALTY TRUST
78 BAY STATE AV
SOMMERVILLE, MA 02143

49-001-9

FMS REALTY LLC
939 SALEM ST UNIT 3
GROVELAND, MA 01834

49-004-0

ANFEH LLC
37 DWINNELL ST
GROVELAND, MA 01834

49-016-0

NEW ENGLAND POWER CO
PROPERTY TAX DEPT
40 SYLVAN RD
WALTHAM, MA 02451

49-018-1

MUNICIPAL LIGHT DEPARTMENT TOWN OF
944 A SALEM ST
GROVELAND, MA 01834

CERTIFIED
Board of Assessors
Groveland, MA

TOWN OF GEORGETOWN
ABUTTER LIST

GEORGETOWN, MA PARCELS WITHIN 300 FEET OF 944 SALEM STREET, GROVELAND, MA

PARCEL ID	PARCEL ADDRESS	OWNER 1	OWNER 2	MAILING ADDRESS	CITY/TOWN	STATE	ZIP CODE
7A-24	1 KING ST	HAMILL, CHRISTOPHER L		1 KING STREET	GEORGETOWN	MA	01833
7A-25	243 W MAIN ST	CROPLEY ROBERT J	CHERYL ANN CROPLEY	243 W MAIN ST	GEORGETOWN	MA	01833
7A-29	246 W MAIN ST	CRONIN NORINE A		246 W MAIN ST	GEORGETOWN	MA	01833
7A-30	4 HAMPSHIRE LN	TITUS GERALD JR	MARGARET ALUKONIS	4 HAMPSHIRE LN	GEORGETOWN	MA	01833
7A-36	3 HAMPSHIRE LN	ANFEH LLC		4 HOLLY LN	GROVELAND	MA	01834
7A-37	HAMPSHIRE LN	GROVELAND ASSOCIATES LLC	FEDERAL CITY CONDOMINIUM- C/O FENS CO	939 SALEM STREET	GROVELAND	MA	01834

Town of Georgetown
ASSESSORS OFFICE
CERTIFIED COPY
Georgetown, MA 01833



January 24, 2024



Town of Groveland Board of Selectmen

Daniel MacDonald, Chair
Kathleen Kastrinelis
Edward Watson
Jason Naves
Mark Parenteau

183 Main Street
Groveland, MA 01834
Tel: 978-556-7207
Fax: 978-469-5000
Selectmen@grovelandma.com

February 6, 2024

Greenwood Auto Body
863 Salem Street
Groveland, MA 01834

RE: Class II Auto Sales

Mr. Greenwood,

This office sent correspondence on September 20, 2023 to alert you that your Class II Auto Sales license was set to expire on January 1, 2024. A follow-up letter was sent on November 21, 2023.

Massachusetts General Law c. 140, § 57 requires that you hold a valid Class II Auto License, approved by the Local Licensing Authority -the Board of Selectmen- to sell second hand motor vehicles.

This letter is official notification that the Board of Selectmen did not received an application to renew your license and your Class II Auto license expired January 1, 2024.

Please do not hesitate to contact me should you have any questions.

Respectfully,

Rebecca Oldham

Rebecca Oldham
Town Administrator

cc: Board of Selectmen
Registry of Motor Vehicle, Section 5 Division Registrations



BOARD OF SELECTMEN

Meeting Minutes

Tuesday, January 2, 2024

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, Acting Chair Kathleen Kastrinelis, Selectmen Edward Watson, Mark Parenteau, Jason Naves.
Rebecca Oldham, Town Administrator

CALL MEETING TO ORDER AT 6:30 P.M. – Acting Chair Kastrinelis called the meeting to order at 6:30 pm and introduced the members of the Board of Selectman as well as the Town Administrator. Acting Chair Kastrinelis explained that Chair MacDonald was expected to join the meeting.

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. Approve Field Use Permit for Essex Premier, Nicole Marisolo, for use of Shanahan Field for a soccer clinic July 22nd through August 2nd from 8am to 2pm.
A motion was moved by Selectman Naves and seconded by Selectman Parenteau to approve the Field Use Permit for Essex Premier, Nicole Marisolo, for use of Shanahan Field for a soccer clinic July 22nd through August 2nd from 8am to 2pm. Voted: 4-0. One absent.
2. Whittier Vocational Technical School Building Project, *Selectmen Watson:*
Acting Chair Kastrinelis recused herself from the meeting; Selectman Naves took over the discussion.
Selectman Watson reminded everyone of the vote taking place on Tuesday, January 23, 2024 from 11:00 am until 7:00 pm; this is voting to approve a new building at Whittier Voke Tech. There is no early voting for this election. Selectman Watson reported that when the Superintendent presented plans to the BOS, he had suggested having copies of the building plans available at the Library and the Town Hall in all eleven communities and that never happened – for transparency reasons Selectman Watson thought this would be a good idea and the Superintendent had agreed. According to the Business Manager at Whittier Voke Tech for the average priced home in Groveland at \$575,000, they are looking at an increase of about \$264 yearly for thirty years, however, according to the Board of Assessors, the average price is now higher than \$575,000. Selectman Naves noted the significant cost for extensive repairs that are needed at the current building.
3. Personnel Policies & Procedures Manual, *Town Administrator:*
Chair MacDonald joined the meeting and was present for this discussion.
TA Oldham explained that Personnel Policies & Procedures have not been updated since 2005 and a lot has changed in that time. This was one of TA Oldham's goals to review and update as needed and that is what is in front of the BOS tonight. This will be posted for employees to review for ten days and then there will be a Public Hearing to allow for comments; the information has been sent out to the Department Heads. Selectman Kastrinelis felt that this document being presented provides clarification for the employees.

APPOINTMENTS OF THE BOARD:

- None.

APPROVAL OF THE MINUTES:

4. Board of Selectmen Meeting Minutes November 20, 2023:

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

OLD OR UNFINISHED BUSINESS:

- Selectman Kastrinelis talked about comments she received in regards to the trash contract and the use of the overflow bags that are not being adhered to and asked the Board what they would like to do to enforce this. Chair MacDonald suggested adding this to a future agenda.

OTHER ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING:

- Selectman Kastrinelis noted that there are reports of target practice being done at Center Street; not sure if this is in fact true but would like to ask the Police to add enforcement signage there.

TOWN ADMINISTRATOR'S TIME:

TA Oldham reported:

- The final budget book should be ready electronically on Friday.
- Reminder that the vote is taking place on January 23, 2024 to approve moving forward with the MSBA; this vote is for the building and will not be for funding at this time that will be determined at a later date.

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.*

- Chair MacDonald: will invite the Town Clerk to the next meeting to talk about the upcoming town elections.
- Selectman Kastrinelis: asked about inviting the Fire to discuss ways to regionalize services. Would like to discuss changing the BOS to Select Board, this will be added to the next meeting agenda.

CORRESPONDENCE

5. Fiscal Year 2024 Fair Share Apportionment Letter
6. City of Newburyport Whittier Info Night Flyer, January 9th at 6pm:
 - this is about the school building project.

ADJOURNMENT:

A motion was moved by Selectman Kastrinelis and seconded by Selectman Parenteau to adjourn the meeting at 7:35 pm. Voted: 5-0.

The next regularly scheduled meeting of the Board of Selectmen will be Tuesday, January 16, 2024, at 6:30PM.

Respectfully submitted,

Katherine T. Ingram

*Groveland Board of Selectmen Meeting
Tuesday, January 2, 2024 at 6:30PM
Page 2 of 2*

Matthew Coogan Town Administrator Town of Boxford 7A Spofford Rd Boxford, MA 01921	Mayor Melinda Barrett City of Haverhill 4 Summer Street Haverhill, MA 01830	Mayor Sean Reardon City of Newburyport 60 Pleasant Street Newburyport, MA 01950	Mayor Kassandra Gove City of Amesbury 62 Friend Street Amesbury, MA 01913	Orlando Pacheco Town Administrator Town of Georgetown 1 Library Street Georgetown, MA 01833
Rebecca Oldham Town Administrator Town of Groveland 183 Main Street Groveland, MA 01834	Carol McLeod Town Administrator Town of Merrimac 2 School Street Merrimac, MA 01860	Tracy Blais Town Administrator Town of Newbury 12 Kent Way, Suite 200 Newbury, MA 01922	Neil Harrington Town Manager Town of Salisbury 5 Beach Rd Salisbury, MA 01952	Angus Jennings Town Manager Town of West Newbury 381 Main St West Newbury, MA 01985
Stephen Crane Town Manager 25 Green Street Ipswich MA 01938				

Re: Whittier Tech Agreement

Greetings all,

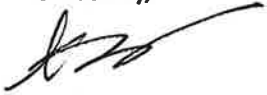
I am writing to respectfully ask that you and the administration of the town reach out to your colleagues in the other communities (Whittier sending Communities) to set up a meeting to discuss the antiquated 1967 funding agreement that is currently in place for the funding of Whittier. It is imperative that we revise this ancient agreement so that a more equitable funding solution can be reached for all sending communities. We are all aware of the unfair funding mechanism now in place in regards to how many students we send to Whittier vs the total enrollment of our entire school population and it needs to be changed.

With the recent vote now in the books, we have the momentum to right this wrong. This needs to be a top priority for this board as well as our neighboring communities in the Whittier School District. Please do not let this issue rest! We all agree on the importance of our trade schools here in the Commonwealth as there are not enough tradespeople for the amount of work that is out there. I know many contractors that are struggling to get qualified help. But this cannot come at a detrimental cost to all the towns bound by the Whittier agreement.

I also hope that the board will reach out to our Federal and State legislators to ask where "other" funding sources can be found to help with the proposed construction/rehabilitation project. I am not talking just about MSBA funding but special funding for trade schools. The cost associated with tech schools is much higher than non tech schools and the Federal and State Governments should be recognizing this in funding. The protocols in funding these projects need to be changed and only our legislators can do that. I am reminded of the funding bill with the North Shore Tech and Agricultural School. As an example, a special act was passed to help fund that project. This may be but one solution to helping districts with vocational education construction projects being proposed.

In closing, I thank you for reading this request. It is my sincere hope that together, ALL the communities will work together with the Whittier Administration to open the 1967 agreement and find a more equitable solution to the funding issues identified during this past election. Thank you

Sincerely,

A handwritten signature in black ink, appearing to read 'KelleyJane Kloub', with a long, sweeping horizontal stroke extending to the right.

KelleyJane Kloub

Ipswich, MA

Mrskloub@yahoo.com