

*BOARD OF SELECTMEN
SPECIAL MEETING MINUTES
Wednesday, July 15, 2015
6:15 P.M.
Groveland Town Hall*

Attendance: Chair, Bill Dunn, Vice Chair, Ed Watson, Selectmen Joe D'Amore and Dan MacDonald, and Finance Director, Denise Dembkoski

The Chair opened the meeting at 6:43pm. The purpose of this special meeting was to conduct interviews with two candidates for the position of Building Inspector/Zoning Enforcement Officer for the Town of Groveland.

Candidate One – Pat Schena, Current Building Inspector

The Board members asked questions of Mr. Schena pertaining to Zoning Board attendance, Zoning Enforcement, and emergency calls.

Mr. Schena stated he now has to attend all ZBA meetings if the Chair requests his attendance. But the last meeting, he was not needed.

He always enforces the Zoning By-laws, but just recently started providing documentation to the Board for their knowledge. He has a fine reputation with builders and contractors in regards to enforcement.

There has never been a situation when he's received a complaint, no matter how ridiculous, that he wouldn't go out and check on.

He is available for emergencies. He provides his home number for anyone that needs to reach him. If he is not home, people can leave a message and he will get back to them. There were two recent emergencies when he was called and promptly addressed the matter. He has a cell phone, but does not give that number out, it is not for work purposes.

Mr. Schena prepared a listing of his certifications to show the Board the classes and Continuing Education Credits he has taken. He maintains so many credits a year as required by the State.

Mr. Schena also provided a spreadsheet, prepared by his daughter, to show how many building permits have been issued and the total value. He stated building in town is running rampant.

Mr. Schena stated he has to have his daughter or friend come in and help with clerical work. He also stated he has a very small office and has no room to look at plans.

Mr. Schena said the Board knows him, the residents and builders know him, he lives in town and has been here for over thirty years.

The Board, having no further questions, thanked Mr. Schena for applying and coming to the interview.

Mr. Schena thanked the Board for their time.

Candidate Two – Samuel Joslin

The Board interviewed Newbury Building Inspector, Sam Joslin. Mr. Joslin submitted a proposal to work in both communities, and in doing so, would increase office hours, inspection flexibility, and the ability to share expenses.

Chair Dunn stated he was impressed with Mr. Joslin's resume and asked if he's already spoken with Newbury about the arrangement. Mr. Joslin stated he had spoken to them before he applied, and met with the Selectmen last evening to inform them that he was attending an interview tonight and what his plan would be for the position. Chair Dunn stated he did research and heard good things about Mr. Joslin. Builders find him very fair and knowledgeable.

The Board members and Mr. Joslin engaged in a discussion about his qualifications and situational scenarios. Mr. Joslin explained his style and that his job is to help the residents to the extent he is legally permitted to.

Selectman D'Amore asked about his work under Joslin CSL ED and if that is a private business and if there are any conflicts with builders as a result of teaching them the code and then enforcing them on it. Mr. Joslin stated it is an opportunity he started a few years ago because it makes his job easier when builders and contractors know the code. Once a month or so he would conduct a class, which builders/contractors could use for credit. Mr. Joslin stated conflicts could arise and to counter that, he files a disclosure with the Town Clerk for every student in his class.

Selectman D'Amore said he would like to see those disclosures and would like to see that as a contingency of appointment.

Selectman MacDonald asked if hired, if Mr. Joslin would be interested in running a similar course a few times a year through the Town of Groveland to raise some revenue. Mr. Joslin said he would be open to that.

The Board then asked Mr. Joslin questions pertaining to Zoning and enforcement. Chair Dunn stated zoning is a big issue in town and the Town has been trying to put together a permitting book and if Mr. Joslin thinks that's a good idea. Mr. Joslin stated he developed guidelines in Newbury and doesn't see a problem implementing the same type of thing here.

Selectman Watson said homeowners are frustrated when the rules seem to change mid-project.

Selectman MacDonald asked if there were ways to facilitate plans to save contractors money and reduce the red tape? Mr. Joslin stated he would not recommend contractors, plans, plumbers, etc, But he has come up with ways to help contractors streamline the process. He likes to create guidelines for different building permits to assist with the process.

Mr. Joslin stated he has a good relationship with Conservation, Planning, and Zoning and doesn't see any issues working with those boards here. He uses technology to assist him and he is almost always available by cell phone or email.

The Board concluded their questions and thanked Mr. Joslin for his attendance. Mr. Joslin thanked the board for their time.

Discussion:

Selectman Dunn found Mr. Joslin to be tech driven, knowledgeable, and honest. Selectman Watson concluded.

Selectman MacDonald was very impressed with Mr. Joslin

Selectman D'Amore had no comments and asked that the record reflect that he only asked two questions of Mr. Joslin.

Ms. Demboski informed the Board that during the preliminary interview, Mr. Joslin asked for additional vacation time. She explained to him that employees fall under a Personnel Policy and it only grants two weeks (prorated) to new hires, but perhaps the Board, would agree to unpaid vacation, if appointed.

Selectman MacDonald made a motion that the Board make an offer to Samuel Joslin to be the Building Inspector/Zoning Enforcement Officer and schedule an appointment at a later date. The position will be offered at \$34/hour with standard benefits granted to all employees and would extend two weeks additional vacation time, unpaid, provided it does not occur concurrently and comes with prior approval to not be reasonably denied.

Selectman Watson seconded the motion.

Selectman MacDonald voted in favor

Selectman Watson voted in favor

Chair Dunn voted in favor

Selectman D'Amore abstained

Motion carried 3-0-1

The Finance Director stated that she will sit down with Mr. Joslin and Newbury Town Administrator to iron out the details of the shared expenses prior to appointment.

The Board asked Ms. Dembkoski to inform Mr. Schena of the Board's decision before he hears about it from anyone else. Ms. Dembkoski stated she would contact Mr. Schena the next day.

In preparation for the interviews on Wednesday, July 22, 2015, the Board discussed the process for the interviews on the Administrative Assistant position.

9:10 P.M.

Adjournment:

The Board voted on a motion by Selectman D'Amore and seconded by Chair Dunn to adjourn.

True Attest:



*Denise M. Dembkoski
Finance Director*

*** Unanimously approved on August 10, 2015 ***