

Groveland Board of Selectmen  
Meeting Minutes  
December 12, 2016

Present: Vice-Chair Ed Watson, Selectman Michael Wood, Selectman William O'Neil, Selectman Daniel MacDonald

Absent: Chair William Dunn,

Others Present: Denise Dembkoski (Finance Director)

Recorder: Melanie Rich

The meeting was called to order at 6:33 p.m. by Vice-Chair Ed Watson.

**RESIDENT/PUBLIC COMMENTS:**

Mike Dempsey (Conservation Commission) updated current happenings: (1) The 11<sup>th</sup> Annual Wine & Art event took place at Veasey Park on November 5<sup>th</sup> and was very successful. Last year \$4,000 was raised and was used towards a new furnace; this year raised \$5,600 to be used for connecting to the larger furnace. He thanked the volunteers at the park and the board for providing the detail. (2) Work starts Wednesday on the CPA project to replace the windows and door in one of the historic buildings. Thanks to an anonymous donor and the Friends of Veasey Park, they are going to pay for the labor; the CPA project will be paying for the hardware which will enable them to come in under budget. He also thanked the Events Manager, Vanessa Lopez.

Selectman Watson sent the board's condolences to the Dunn family who had a death in the family; they are in our thoughts.

**APPROVAL OF WARRANTS:**

Selectman Wood made a motion to approve PW#17-23 in the amount of \$139,640.36; Selectman MacDonald seconded; all voted in favor; warrant approved.

Selectman Wood made a motion to approve DW#17-21A in the amount of \$29,033.59; Selectman MacDonald seconded; all voted in favor; warrant approved.

Selectman Wood made a motion to approve BW#17-23 in the amount of \$1,189,751.92; Selectman MacDonald seconded; all voted in favor; warrant approved.

**APPOINTMENTS:**

Selectman Wood made a motion to appoint Bill Fornosi to fill a vacancy on the Conservation Commission effective through June 30, 2017; Selectman O'Neil seconded; voted 4-0-0.

Selectman O'Neil made a motion to appoint Tess Baumberger to fill a vacancy on the Affordable Housing Committee effective through June 30, 2017; Selectman Wood seconded; voted 4-0-0.

**DISCUSSION AND POSSIBLE VOTE:**

COA Building Sub-Committee Update – Anita Wright (Public Health Nurse, Council on Aging and Building Committee member) said last year they came before the board to announce the senior center initiative they were going to undertake to better serve the approximately 2,000 over-60 residents in town. She thanked Chairman Dunn for the letter of support. She presented a chronological summary of the efforts, the status to date, and a glimpse of what the timetable looks like going into the spring. They announced the intent to build a senior center on the ¾ acre lot behind the public safety complex in December; met with

the Affordable Housing Committee (AHC) in January because they were also interested in that lot. In February, the BOS voted the lot to the Council on Aging for a senior center site. February 17<sup>th</sup> the Council on Aging Board of Directors formed a sub-committee of a Building Advisory Committee (BAC). In March, they toured the Electric Light Building. While it had many positive aspects, it was deemed to be unsuitable for their purposes. In March the BAC met. April included tours of existing and new senior centers in MA. In October, Director Stanton presented a request to the Capital Improvement Committee for a feasibility study. The BAC amended it to be a preliminary design study. The AHC had already completed a feasibility study. The BAC was streamlined and restructured to be known as the Building Committee. The first drafts of the formal social justification and financial details were discussed and modified. They have come a great distance since this time last year. Nisha Burke is informally their info tech and youth representative.

The framework is now in place for 2017. In January/February the board will be presented with the social and financial justification, and final course broken down to show the impact on individual taxpayers. A warrant article will be ready for the April town meeting. They are optimistic that they will get their senior center; one they can all be proud of. She wished all a merry Christmas and looks forward to a very productive year. Selectman O'Neil asked if there was any discussion with the other two communities about the possibility of a central location for the three locations (Merrimack and West Newbury and Groveland) to share? COA Director Lynne Stanton said they talked to Merrimack years ago. With senior centers, regionalization has not been successful; folks prefer to stay in their own town. Selectman O'Neil thinks in the future it may be a better option and more cost effective. She said it hasn't been positive for senior centers.

Class V Non-Transport EMS Update – Chief Lay said since the last meeting they agreed to meet with John Chemaly from Trinity, his development person and the police department. Selectman Wood attended the first meeting; Chair Dunn attended the second meeting. After conversations, he believes they settled on, operationally, how it will work between himself and the police and how it will be dispatched. One of the concerns of Trinity was whether or not we had intended to purchase an ambulance and put it into play and operation, we do not. The application makes us an ambulance service, gives us the medical direction to go with that, but we do not transport; the transport component is left to Trinity. Chief Lay has done several analyses and said it can be done within the existing budget. Selectman MacDonald asked what are the additional services for the same cost structure; what do we gain. Joe Santapaola, 75 Washington Street, Lieutenant and the interim EMS Coordinator, said it gives us the ability to go to the EMS level not just as a first responder but as BLS (Basic Life Support). Right now they can use EpiPens and Narcan but can't give an aspirin, nebulizer, or can't prick a finger to test a diabetic's sugar level. If they get the medical direction behind it, they can do that; the survival rates doubles. Selectman Wood asked if they are a Class V, does that mean that every call they go on will be as EMTs and not first responders. Lieutenant Santapaola said he can't guarantee that but they don't have to be, if they are available they will have them there. Selectman Wood said if you are controlling the number of people responding, how are you controlling who shows up. Lieutenant Santapaola said they are not controlling who comes to the calls, when they put out the tones, the stations get notified. They can take 4 on the truck and 2 say outside; it depends on the call. Selectman Wood wants to make sure the EMTs are there as often as possible. Lieutenant Santapaola said that is what they are aiming for. The skill level is the biggest benefit to the town. Selectman O'Neil asked if it will increase the number of calls they go out on. Lieutenant Santapaola said it could increase it some. It is budget neutral; there will be no increase to the budget. Selectman Watson asked if the Fire Department will have the manpower to do this. He noted that recently there were medical calls in the daytime that nobody was able to respond. They anticipate approximately 80 additional runs per year. Personnel per run is 5.6 depending on the time of day. Chief Lay said 80% of the calls are medical; 80% of those are during the day; for years they paid 2 hours compensation for 1-hours' worth of work; this was done to stimulate response. They ended up overpaying. The Chief told the firefighters that if they were going to go on more calls, we have to come off the 2-hour minimum. EMS calls for them are 320/year, there is a potential of 400/year so the delta is 80; the money is there; the medical side can handle it. Chief Lay said they have worked hard over the last few years to staff the right people with the right level of commitment. Selectman

Watson asked if the medication is reimbursed by insurance and what is the cost of the medication that the trucks will be carrying. Lieutenant Santapaola said the most expensive is the EpiPens (\$580) which last 18 months. They can't directly charge insurance for anything. Selectman Wood asked if any future changes to the Class V require the BOS approval. Chief Lay said the application process does. Ms. Demboski said any other class requires BOS approval. The question came up about any requirement to have full time staff and a full time Chief as result of this, there is not. Selectman Watson asked the time frame from call received to tone going out, no response from towns during the day, how long do they wait before going to mutual aid. Typically on the air in 4 minutes; typically on scene 6-6.5 minutes. He does not know how long they wait for no response to put out a second tone. Selectman Wood asked if the call is for transport only, do you have to respond. Chief Lay said if it is not a medical emergency, no. They are required to have a quality assessment/improvement document, so they are required to measure themselves and demonstrate that to the hospital and to improve. Projected medicine costs will be minimal. Selectman Watson said he is not ready to vote tonight and needs more information (projections, manpower, medicine costs, anticipated runs, can it be managed within the budget). Selectman Wood made a motion to accept the application for Class V non-transport; Selectman MacDonald seconded; voted 3-1-0; motion approved with Selectman Watson voting against.

**VOTES OF THE BOARD:**

Selectman MacDonald made a motion to approve the Liquor License for Groveland Fairways, LLC, 156 Main Street (General On Premise License); Selectman Wood seconded; voted 4-0-0.

Selectman Wood made a motion to approve the Liquor License for Cedardale Swim Club, 20 Bare Hill Road (General On Premise License); Selectman O'Neil seconded; voted 4-0-0.

Selectman Wood made a motion to approve the Liquor License for Tea Garden, 904 Salem Street (Restaurant License); Selectman O'Neil seconded; voted 4-0-0.

Selectman Wood made a motion to approve the Liquor License for Pub 97, 935 Salem Street (Restaurant License); Selectman O'Neil seconded; voted 4-0-0.

Selectman Wood made a motion to approve the Liquor License for Nichols Village, One Nichols Way (Club License); Selectman O'Neil seconded; voted 4-0-0.

Selectman Wood made a motion to approve the Liquor License for Gerry's Variety, 15 Elm Pk, Package Store (Wine & Malt License); Selectman O'Neil seconded; voted 4-0-0.

Selectman Wood made a motion to approve the Liquor License for Groveland Market, 1 Washington Street, Package Store (All Alcohol); Selectman O'Neil seconded; voted 4-0-0.

Selectman Wood made a motion to approve the Liquor License for Rte. 97 Liquors, 908-D Salem Street, Package Store (All Alcohol); Selectman O'Neil seconded; voted 4-0-0.

Selectman Wood made a motion to approve the Liquor License for Nierod's, Inc., 192 Main Street, Package Store (All Alcohol); Selectman O'Neil seconded; voted 4-0-0.

Selectman Wood made a motion to approve and sign the Class II Used Car License renewals contingent upon receipt of all required paperwork:

South Salem St. Corp. d/b/a Price-Rite Automotive (737 Salem Street);

Greenwood Auto Body, Richard Alan Greenwood (863 Salem Street);

Groveland Auto Repair and Sales, Inc. (944 Salem Street);

Auto Repairs Etc. (923 Salem Street);

Selectman O'Neil seconded; voted 4-0-0.

Selectman Wood made a motion to approve the following Common Victualler License renewals contingent upon receipt of all required paperwork:

Pentucket Regional School District (253 Main Street);

Conservation Commission (201 Washington Street);

Cedardale Swim & Tennis Club Groveland, Inc. (20 Bare Hill Road);

Nichol's Village (One Nichol's Way);

Ultimate Perk Coffee Co., Inc. (921 Salem Street, formerly Café 97);  
Robert Arakelian d/b/a Groveland Fairways (156 Main Street);  
J&S Restaurant Corp. d/b/a Tea Garden Restaurant (904 Salem Street);  
Pizza Grove, LLC (990 Salem Street);  
LPM Holding Co., d/b/a Epicurean Feast at Chesterton (860 Salem Street);  
Poth Pizza, LLC d/b/a Deleo's Pizza (180 Main Street);  
Michael H. Conley d/b/a Groveland Diner (One Elm Park);  
Terry Clifford, T&B Clifford d/b/a Pub 97 (935 Salem Street);  
F&M Co., LLC d/b/a Your Place and Ours (8 Elm Park);  
Jeff and Maria's Ice Cream & Food (928 Salem Street);

Selectman O'Neil seconded; voted 4-0-0.

Selectman O'Neil made a motion to present the Certificate of Achievement to Joshua David Schultz for attaining the rank of Eagle Scout; Selectman Wood seconded; voted 4-0-0.

Selectman Wood made a motion to accept the resignation of Hugh Mitchell, Van Driver for the Council on Aging, effective December 22, 2016; Selectman O'Neil seconded; voted 4-0-0.

**OLD BUSINESS (Unfinished Business):**

Selectman Wood and the board congratulated Ms. Dembkoski for successfully renewing her certification of the Massachusetts Collectors and Treasurer's Association.

Selectman O'Neil asked the status of the library. Ms. Dembkoski said the Chairman of the Board of Trustees sent an email to the BOS stating that at the last trustees meeting they took a public vote and unanimously voted to hire their own attorney to advise them on how to proceed. Their next meeting is scheduled in January. Selectman O'Neil asked who is paying for the attorney. Chairman Dunn had responded and said to make sure no taxpayer money is being used. She is unaware if they responded back to him. Ms. Dembkoski left a message with the Department of Revenue's Attorney of the Day to see what the next step would be but has not heard back yet. Selectman Wood said it has been going on for six months and we should shut them off from all government funds and let them operate the library under their trust funds. Ms. Dembkoski will have to check the legalities. Town Meeting votes their budget and the BOS approves their payroll and bills. She confirmed with the bank that they are using the Town's Tax ID number, but she is not on the account and has no legal right to freeze the account. She will follow-up with the Department of Revenue, Municipal Finance Bureau, and the Attorney General and will report back.

Regarding the Recreation Committee, Ms. Dembkoski is waiting for information from the auditor to find out if they are using our Tax ID number. If not, they could form their own non-town group and do everything they are doing. If they are using it, they will have to add her as a custodian. She hopes to have more information at the next meeting.

Selectman O'Neil ask if there was any feedback on the new trash vendor. Ms. Dembkoski said people are confused about the holiday pickup. The calendar on the website lists the holidays and says what day it is delayed. There are some people that are not happy paying for the bulk pickup when it used to be free, but overall people are satisfied. Selectman O'Neil would like to know if there is a 2-3 day weather event, will the trash be picked up or will they delay it. Ms. Dembkoski will find out.

Selectman O'Neil said we received notification about certain bubblers at Bagnall that had an increase in lead. He hopes they have been shut off and marked. It can't be a well issue or all the bubblers would be contaminated. Who is responsible for that and how quickly will it be resolved? Ms. Dembkoski said it is mainly the school. She talked to Tom (Superintendent, Water & Sewer Department); he sent an email with the town's overall lead and copper levels. In the conversation she had with him, they test Bagnall (spot

check). They believe it is the bubblers that sit sedimentary for most of the day, not widely used. Most of the copper and lead build up, but after the first or second mouthful of water it flows through and is out of the lines. They feel that is up to the school because it is an isolated issue. If the school determines that it continues, it could be the pipes in the building. Currently it does not appear to be in the overall town water. Selectman O’Neil asked if anyone knows the source of the lead; Ms. Dembkoski did not know that answer. Selectman MacDonald asked why it took so long to know that Bagnall had elevated lead levels; the source needs to be found.

**CORRESPONDENCE:**

1. November 21, 2016 Meeting Minutes. Selectman Watson pointed out an error in the minutes. In the discussion section, it states Littleton and should be Middleton. Ms. Dembkoski will update.
2. November 28, 2016 Meeting Minutes.
3. River Pines Bus Service information from Joseph Costanzo, Administrator, MVRTA.
4. Executive Session Minutes from November 28, 2016.

**FINANCE DIRECTOR’S TIME:**

Ms. Dembkoski said she, Chair Dunn and Bob Arakelian met last Friday with Phil Henry from Civil Design Group. He is the original engineer of the Pines and the engineer the Rec Committee hired to do the as-built of the Pines. The plans he showed comparing the original design to the as-built were remarkably similar (in his words). There were very little changes made to the original design. Recreation had requested some changes in the plans, specifically the softball field (they wanted to move where home base was). After speaking with the engineer, he said they should always be facing north. Mr. Henry gave a proposal of \$2,900 to modify the construction plans to incorporate the drainage improvements from the soccer field/utility fields. In the original design there was no utility field. He will reshape the infiltration basin based on the as-built, depict the softball infield to be clay, revise the sidewalks, depict future ground area for ground-mounted transformer. They also discussed some of the issues they’ve been having with the well and getting a sprinkler system down there. The current well is on the far side, closer to the river by the original softball field. It provides water for the entire Pines, town hall, library, police and fire station areas. They felt it might be more practical to put the second well in closer to the town hall area and tap off of that and use the new well to run water to this complex and use the original, well which is a very high producing well, to do the remainder of the fields. That would cut down on the pipework and a lot of things. They thought that would be the most feasible given the amount of money and water we have. \$2,900 is the fee to do that and \$500 per meeting if we need him to attend meetings or continue to discuss this. What Mr. Henry said we would come away with is plans with the specifications to get the fields ready, not to actually build the fields, but to have the ground and everything prepped so we can hire field specialists to come in and build a softball field or football field. This takes into consideration all the leveling, backfill that is needed, and any changes to the infiltration basin. She and Chair Dunn plan to focus on the new well and the irrigation system because they feel they can get that done amongst themselves.

**SELECTMEN’S TIME:**

Selectman Watson thanked the Highway Department for the way they cleared the roads a week or 10 days ago. He had a discussion with people driving through the neighboring communities and they had a difficult time getting to their appointments. Our Highway Department had our roads practically bare. They did a great job. Ms. Dembkoski said it is noticeable; people have commented.

Selectman MacDonald said it may be helpful for the board to have comparative data on job descriptions and pay rates with similar towns in anticipation of contract negotiations. Selectman Watson asked if the Community Compact had any money available to help us with that. Ms. Dembkoski said no. She said any

grants that come along from the state we can apply to and they give preference to the Compact. As far as what Selectman MacDonald is looking for, she told him the majority of positions here do not have job descriptions. As the positions become vacant is when she writes them. As a member of the Mass Municipal Personnel Association she can get populations and positions. The downside is you don't know how comparable the positions are. Selectman MacDonald would appreciate any information received.

The next regular meeting will be held Monday, January 9, 2017 at 6:30 p.m.

Selectman Wood made a motion to adjourn; Selectman O'Neil seconded; voted 4-0-0. The meeting was adjourned at 8:20 p.m.

\*\*\* Approved on January 23, 2017 by a vote of 4-0-1, with Chairman Dunn abstaining \*\*\*