



Town of

Groveland

Groveland, Massachusetts
Town Hall
183 Main Street
Groveland, MA 01834

Town Government Study Committee

Meeting Minutes December 10, 2020

Present: J Osborne, M Dempsey, J D'Amore (Chair), J Christopher, B Gorski (remotely), A Cox (remotely)

1. *Open meeting* at 5:39 pm, motion by Gorski second by Osborne. Unanimous.
2. *Motion to approve minutes* from November 30, 2020 meeting as submitted, by Christopher, second by Osborne. Unanimous. Chair signed paper copy to submit to town clerk by Secretary Dempsey after reading them aloud.
3. *Review of Draft #4* – Christopher described the changes to the text and layout for the draft. Section 5 Item 4 line was added to notify all that there is a difference in elected vs. appointed positions regarding dismissal as noted from the last meeting. Osborne suggested changing the name at the top from Draft # to Draft. We agreed to put the document into double spaced text format. Gorski liked the format and said it will look familiar once it gets to town meeting.
Dempsey motioned to accept Draft #4 as our final draft document for the bylaw. Second by Gorski. Unanimous.
4. *Next Step: Distribution for Comments* – Osborne wants to make sure we have deadline for comments by Department Heads. Christopher reminded us to put a note in about asking employees to comment on their intent to apply for the position. Gorski asked if they could change their mind to which Christopher replied that they could. Osborne wants it sent out promptly. Gorski thought a timeframe would be fine. Cox and Dempsey agreed. D'Amore stated that he would send it to K Worden (BOS Secretary) and have it sent via the town's email system. D'Amore added that he will ask BOS chair Wood about our plan for comments and distribution.
Dempsey asked if it should also be sent to chairs of boards, committees, and commissions. They might have valuable comments. D'Amore can make proposals to whom it should be sent to BOS Chair Wood.
Osborne said it should be on the town web site for public comment by January 13. Gorski asked what we will do with the comments. D'Amore stated that we will collect them all, keep a record, discuss them, and take them under consideration to edit our draft.
Christopher motioned to distribute only to Department Heads on the first comment round. Second by Osborne. Passed 4 -1, 1 abstain.
The timeline will be: Round 1 Department heads closing Jan 13, 2021, Round 2 General Public closing February 14, 2021, Round 3 Board of Selectmen.
We will distribute to chairs of boards, committees, and commissions by email in addition to posting on the town web site. Also, we will review all comments and potentially make changes before we present it to the Selectmen. D'Amore will plan on the presentation to

the BOS at an open meeting. He will include all this information in an email to BOS Chair Wood.

5. Next meeting

Next meeting will be held Thursday, January 14, 2021 at 5:30 pm at a location to be determined.

6. *Motion to adjourn* by Christopher at 6:33 pm, second by Osborne. Unanimous.

Submitted by M Dempsey

Approved on 1-14-21 J D'Amore signed