



TOWN OF GROVELAND

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Town of

# Groveland

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

Town Government Study Committee

## Meeting Minutes October 22, 2020

Present: J Osborne, M Dempsey, J D'Amore, J Christopher

1. Open meeting at 5:40 pm, motion by Dempsey second by Osborne. Unanimous.
2. Motion to approve minutes from September 29, 2020 meeting as submitted by Christopher, second by Osborne. Unanimous. Chair signed paper copy to submit to town clerk by secretary, Dempsey.
3. Discuss results of Sub-committee Draft #1

Osborne stated that they decided that the N Andover format seemed best. They went through 21 bylaws from other towns and tried to find uncommon items. Nahant had a nicely compressed list, and it was incorporated into the N Andover document. Christopher said some editing and their own ideas were added. They added control over current town finance and personnel bylaws. Eventually the personnel bylaw needs some changes.

Osborne asked about the items received from the BOS discussions. Did they contain too much minutia? Dempsey explained that these were meant to be included in a job description or contract, not entries for bylaw.

We discussed personnel issues and how the draft addressed them.

In the draft document we made some changes:

In section 3J we changed *coordinate* to *facilitate* to get committees to work together.

Section 3V on grants looks OK.

Section 3W changed to develop and update as needed Master Plan.

Section 3Z coordinate emergency planning change.

There are some redundancies that will be eliminated in the next draft.

Use of town counsel by the administrator shall not be limited.

Recreation and Information Technology are areas that can be addressed under oversee and coordination of departments and job duties section.

Direction of independent departments like Water/Sewer and Electric could be reorganized if that were desired.

School budgets are coordinated through the Finance Committee. School department should liaison through administrator and the finance committee.

4. Next meeting

Next meeting will be held Tues, November 10, 2020 at 5:30 pm at the fire department conference room.

On the agenda should be review of the second draft of the review document.

5. Motion by Dempsey to adjourn at 6:50 pm, second by Osborne. Unanimous.

Submitted by M Dempsey

Approved on 11-10-2020

J D'Amore

A handwritten signature in black ink, appearing to read 'J D'Amore', written over a horizontal line.