

Groveland Board of Selectmen  
Meeting Minutes  
September 5, 2017

Present: Chair Michael Wood, Selectman Ed Watson, Selectman Bill Dunn, Selectwoman Lisa Dube-Carpenter, Selectman Bill O'Neil

Absent: None

Others Present: Denise Dembkoski (Finance Director)

Recorder: Melanie Rich

The meeting was called to order at 6:30 p.m.

**RESIDENT/PUBLIC COMMENTS:** None tonight

**APPROVAL OF WARRANTS:**

Chair Wood made a motion to approve PW#18-09 in the amount of \$172,790.68; Selectman Watson seconded; voted 5-0-0; warrant approved.

Chair Wood made a motion to approve BW#18-07-02 in the amount of \$843.57; Selectman Watson seconded; voted 5-0-0; warrant approved.

Chair Wood made a motion to approve BW#18-09 in the amount of \$1,386,918; Selectman Watson seconded; voted 5-0-0; warrant approved.

**DISCUSSION AND POSSIBLE VOTE:**

Acknowledge receipt of and review Open Meeting Law complaint of Anne Brodie, received August 21, 2017 and vote to resolve. On the advice of counsel, Chairman Wood read a statement regarding the Open Meeting Law complaint of Anne Brodie. "This complaint involves emails that were sent between April 11 and April 23, 2017. Mrs. Brodie requested copies of those emails via a public records request dated June 26, 2017. The request was fulfilled on July 6, 2017. I hereby acknowledge that this complaint was received beyond the thirty day filing requirement in accordance with MGL ch.30A, §23(b). Therefore, I request a board member make a motion that we send a letter to the Division of Open Government stating we decline to respond because we find this complaint to be untimely."

Selectwoman Carpenter attempted to speak and was not permitted to speak and was told by the Chair that she was out of order.

Selectman Dunn made a motion to send a letter to the Division of Open Government declining to respond due to the untimely nature of the complaint; Selectman O'Neil seconded; voted 4-0-1 (Carpenter abstained).

**VOTES OF THE BOARD:**

Selectman Watson made a motion to approve the August 7, 2017 Meeting Minutes; Selectman O'Neil seconded; voted 4-0-1 (Carpenter abstained).

Selectman Watson made a motion to approve a One Day Liquor License for a marriage celebration at Veasey Park on September 23, 2017 between the hours of 12PM and 4PM with a Detail Officer on the premises; Selectman Dunn seconded; voted 5-0-0.

Selectman Dunn made a motion to approve a Special Event Permit for the Pines Speedway Reunion on October 7, 2017 from 10AM to 4PM pending receipt of a Certificate of Insurance; Selectman Watson seconded; voted 5-0-0.

Selectman Dunn made a motion to accept the resignation of Dan Stone from the Zoning Board of Appeals; Selectman O’Neil seconded; voted 5-0-0.

**OLD BUSINESS (Unfinished Business):**

Selectman Watson asked the status of the Town Planner position. Ms. Dembkoski said it is posted on the Mass Municipal website, the town website and the message board. The position is listed open until filled and review of resumes will begin on September 25<sup>th</sup>. To date, no interest has been received.

Selectman Dunn thanked the volunteers that came out last Saturday and worked at the Bagnall School spreading woodchips and painting the basketball courts and hopscotch area; everyone should be proud. All that remains to be done is the hot top. Chair Wood agreed that it looked great and thanked all those who helped on the project. He also thanked Bill Dunn for his time and donation of materials.

Selectman Dunn asked the status on the hot top for Governors Road. Ms. Dembkoski said it needs the top coat and will more than likely be done within the next month or two when they start doing the other roads. Bob Arakelian is compiling a list of roads that will be impacted in the next phase of paving.

Selectman Dunn asked about the bathrooms at the Pines. Ms. Dembkoski said new handles and locks have been installed. Bob Arakelian is now working on the plumbing equipment list.

Selectwoman Carpenter reviewed the current Personnel Manual and said it requires a Personnel Advisory Committee/Group. She does not think the board can make any changes without having that group in place. It also says any changes have to go before town meeting. Ms. Dembkoski said many years ago the town did away with the Personnel Advisory Group, but did not know the history of why. Selectwoman Carpenter said for her it didn’t matter; if the policy says it, we need to abide by it. Unless there is a documented vote, it needs to be done that way.

Selectwoman Carpenter said she requested to be placed on the agenda to discuss the Elm Park Committee. Ms. Dembkoski did not receive any information to be included on the agenda for that item. When backup is received, she will be placed on the agenda.

Selectman Watson commented on the Personnel Bylaw Manual. It was revised in 2005; he questioned if anything regarding insurance and retirement was outdated. Ms. Dembkoski told him that the health insurance is vague in the Personnel Manual. The town adopted the GIC seven years ago; it operates under a different chapter of the law. Nothing would have changed regarding the retirement policy. Contract employees are exempt from the Personnel Policy Manual.

Selectman O’Neil asked about the Rec Committee. Ms. Dembkoski spoke with Mike Houghton regarding the well and the project. They talked about the next step but she did not know if the Committee is involved or have been meeting. Selectman O’Neil requested they be placed on an upcoming agenda for a status report.

Selectman O’Neil asked if we heard anything from Jim Day regarding a Bagnall Grounds Committee he was looking to form. Chair Wood believes he decided not to spearhead that given his position as a teacher in the school. He will follow up with him.

Selectman O’Neil asked about the Summer Program. Matt Castonguay will be asked to come before the board to discuss the finances and how it went this year with the changes that took place.

Selectman O’Neil asked if the Chair had sent a letter with specific questions to the Library Trustees. Chair Wood said he did and invited them to the September 18<sup>th</sup> meeting. He has not received a reply.

Selectman Dunn said the Gazebo was fixed and looks good. Ms. Dembkoski said it is scheduled to be painted this week.

**CORRESPONDENCE:**

1. August 21, 2017 Meeting Minutes.
2. Letter from the Finance Board regarding Finance Director, Denise Dembkoski. In part, it stated that Ms. Dembkoski is an exceptional employee and consistently models a positive, enthusiastic demeanor. It also stated that the letter can't fully convey how they feel about Ms. Dembkoski's knowledge, professionalism and work ethic. The Finance Board submitted the letter in appreciation of Ms. Dembkoski, the Town's Finance Director. They requested the letter be placed in her personnel file.
3. Sample Personnel Policies.

**FINANCE DIRECTOR'S TIME:**

Ms. Dembkoski said there will be a brief 9/11 memorial service on Monday at 8:30 a.m. in front of the Center Fire Station. Opening remarks will begin promptly at 8:40 a.m.

**SELECTMEN'S TIME:**

Selectman O'Neil talked about volunteerism. His opinion for the numerous vacancies is they are criticized. Volunteerism helps everyone; don't be critical; feel free to jump in. He said school is open; please drive carefully; children are everywhere.

Selectwoman Carpenter asked the status of having Dr. Mulqueen attend to talk about the school building project. Ms. Dembkoski was not sure if Dr. Mulqueen will attend, but the three School Committee Members will be attending the next meeting to give a 30-minute presentation on the status of the high school project.

Selectwoman Carpenter would like a future agenda item to discuss the process to access Town Counsel. She would also like an agenda item to discuss the recent meeting held with the Lieutenant Governor and the process that went into it to determine the meeting.

Selectman Dunn commented about volunteerism and said people watching see how the board acts and what it does and doesn't blame them for not wanting to volunteer. It seems like at every meeting we have new policies and something coming up. We have been voted by the town to do the work for the people. We should be proactive and do good things for the people. He doesn't know what is going on but said he hasn't seen anything productive being done since May. He was criticized when he was the Chairman because he was getting things done and it was viewed as his own personal agenda. He said it is sad that this board cannot get together and get something done. He doesn't mean to be critical but he says it the way it is; that's why he feels volunteerism in this town is going to continue to drop. As a board, he is asking that we get together and stop; let's all work together and let's get something done for the people that voted us to be here.

Selectwoman Carpenter made a motion to enter into Executive Session and said we will not be returning to a public meeting and will adjourn in Executive Session; Selectman Dunn seconded. Roll Call Vote: O'Neil yes; Carpenter yes; Dunn yes; Watson yes; Wood yes.

The next regular meeting will be held **Monday, September 18, 2017** at 6:30 p.m.

\*\*\* Unanimously Approved on October 16, 2017 \*\*\*\*