



APPROVED DECEMBER 4, 2023

## BOARD OF SELECTMEN Executive Session Meeting Minutes

Date: Monday, November 6, 2023

Time: 7:50 PM

Location: Selectmen Conference Room

183 Main Street

Groveland, MA 01834

Attendance: Board of Selectmen: Kathleen Kastrinelis, Jason Naves, Mark Parenteau and

Ed Watson

Town Administrator: Rebecca Oldham

Absent: Daniel J MacDonald, Jason Naves

### 1. Call to Order:

- a. Motion by Kathleen Kastrinelis to enter into executive session under MGL. Ch. 30A §21(a)2: To conduct contract negotiations with nonunion personnel (Town Administrator)
- b. Second by Mark Parenteau
- c. Roll Call Vote:
  - i. Kathleen Kastrinelis – yes
  - ii. Ed Watson – yes
  - iii. Mark Parenteau – yes

### 2. Discussion

- a. Town Administrator (TA) Rebecca Oldham presented Board with requested salary increases for her FY25 to FY27 contract. Ms. Oldham explained that the initial salary increases to \$127,296 for FY25 would place her salary at the level that former Finance Director would have been at for FY23 if the Finance Director had stayed in her job. The subsequent increases for FY26 and FY27 were 5 percent increase for each year and intended to bring the Town Administrator salary more in line with area Town Administrators' salaries. (See attached document) The TA pointed out that the Collins study had found the Town Administrator salary to be below average and median Town Administrator salaries. The TA further explained that she waited until her contract was up for renewal to request adjustments to her salary. It was noted that salary adjustments were made to all nonunion, noncontractual town employees at last year's annual town meeting and that since these adjustments were further supported by and override vote, then the

funding for these salary adjustments should be in places for years to come.

Ed Watson expressed concern about other town expenses that may be outside the control of the annual town meeting such as the proposed Whittier building project. Ed Watson commented that the Board should consider postponing any decisions on contractual employees until the Whittier building project is voted up or down.

Kathleen Kastrinelis commented that the Board had discussed and decided other contracts while the Pentucket building project was pending. She offered that there is always uncertainty in the budget process but that Groveland has always found a way to present a balanced budget to its voters.

The consensus of the members present was to take the salary requests under advisement and to reconvene in two weeks when the full board could be present.

3. Ending Executive Session:
  - a. Motion by Kathleen Kastrinelis to close the executive session at 8:15 pm.
  - b. Second by Mark Parenteau
  - c. Roll Call Vote to close the executive session at 8:15 p.m.:
    - i. Kathleen Kastrinelis – yes
    - ii. Ed Watson – yes
    - iii. Mark Parenteau – yes

Executive Session ended at 8:15 p.m.

Vote to close Board of Selectmen Meeting at 8:16 p.m.

Motion by Ed Watson

Second by Mark Parenteau

Vote unanimous

Executive Session minutes respectfully submitted by Kathleen Kastrinelis