



APPROVED DECEMBER 4, 2023

BOARD OF SELECTMEN Executive Session Meeting Minutes

Date: Monday, November 20, 2023

Time: 6:05 PM

Location: Selectmen Conference Room

183 Main Street

Groveland, MA 01834

Attendance: Daniel J. MacDonald, Kathleen Kastrinelis, Jason Naves, Mark Parenteau and Ed Watson

Town Administrator: Rebecca Oldham

1. Call to Order:

- a. Motion by Jason Naves 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. Jason Naves – yes
 - iii. Ed Watson – yes
 - iv. Mark Parenteau – yes
 - v. Dan MacDonald – yes

2. Discussion

- a. Town Administrator (TA) Rebecca Oldham recapped from the previous executive session on her contract on Monday, Nov 6, 2023 that she had requested salary increases as the only changes to the FY25 to FY27 contract. Rebecca 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.

b. Board Discussion:

- i. Ed Watson expressed concern about where the money would come from for the requested increases.
- ii. Kathleen Kastrinelis: 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 an override vote, then the funding for these salary adjustments should be in places for years to come.
- iii. Dan MacDonald asked if the Finance Board needed to "weigh in" on this contract. TA Rebecca Oldham responded to this question that the Finance Board is not included in executive sessions for nonunion and union contracts.

Dan MacDonald asked the TA where does she see herself in 5 years?

TA Rebecca Oldham responded that she can see herself "accomplishing a lot" in 5 years for the Town of Groveland and that she looks forward to being able to do more for the town over a 5-year period. TA Rebecca Oldham also stated that if she received the requested salary adjustments in her new contract, she would feel that she has been treated fairly and is valued by the town.

- iv. Mark Parenteau commented that he often sees the light on in the TA office as Rebecca often works late until 8 pm or later for the town.
- v. Further discussion by the board included discussion of the salary adjustments that were given to nonunion, non-contractual employees at the annual town meeting and how that impacted town finances.

3. Motion by Jason Naves to approve the following salaries in the FY25-FY27 TA contract:

FY 25 – TA salary equals \$127,296

FY26 – TA salary equals \$133,661

FY27 – TA salary equals \$140,344

Second by Mark Parenteau

Roll Call Vote by Dan MacDonald:

- i. Kathleen Kastrinelis – yes
- ii. Jason Naves – yes
- iii. Ed Watson – no

- iv. Mark Parenteau – yes
- v. Dan MacDonald – yes

Vote passes: 4 – 1

4. Ending Executive Session:

- a. Motion by Dan MacDonald to close the executive session at 6:50 pm.
- b. Second by Jason Naves
- c. Roll Call Vote to close the executive session at 6:50 p.m.:
 - i. Kathleen Kastrinelis – yes
 - ii. Jason Naves – yes
 - iii. Ed Watson – yes
 - iv. Mark Parenteau – yes
 - v. Dan MacDonald - yes

Executive Session ended at 6:50 p.m.

Board of Selectmen returned to meeting room and resumed open session of their meeting.

Executive Session minutes respectfully submitted by Kathleen Kastrinelis