



MEETING NOTICE

(MGL Chapter 30A, Sections 18-25)

**COMMITTEE OR
CONVENING BODY:**

Board of Selectmen

MEETING PLACE:

Selectmen's Conference Room
Town Hall – 183 Main Street, Groveland, MA

**DATE & TIME OF
MEETING:**

Thursday, March 24, 2011 @ 6:30 P.M.

AGENDA ITEMS:

- 1) Meet with Finance Director and prepare for meeting with Finance Board re town budget and Warrant Articles
- 2) Discuss request from Planning Chairman
- 3) Discuss Time Sheet

Signed: _____

Date: March 22, 2011

All meeting notices must be time stamped and filed in the Town Clerk's Office and posted 48 hours prior to the meeting (excluding Saturdays, Sundays and all Holidays).

BOARD OF SELECTMEN

MINUTES

MARCH 24, 2011

Meeting called to order at 6:35 P.M. at Town Hall.

Present Elizabeth A. Gorski, William H. Darke and Chairman Donald N. Greaney.

The Board reviewed Agreement of Consent Election Under Section 4 of Chapter 150E received from the Division of Labor Relations (Groveland Patrolmen seeking representation from one of the following Unions –N.E. Police Benevolent Assoc., MA Coalition of Police, AFL-CIO and International Brotherhood of Teamsters, Local Union 170). Moved Darke, seconded Gorski, and it was

VOTED: To authorize Chairman Greaney to sign the Agreement of Consent on behalf of the town.

The Board reviewed a request submitted by Stephen Merrill of Groveland Youth Soccer to install a pre-fab shed at the Shanahan field. Moved Gorski, seconded Darke, and it was unanimously

VOTED: To approve Merrill's request to install a pre-fab shed at the Shanahan field in the location noted in the print he sent.

Finance Department

Chairman Greaney spoke with the Finance Director about the total number of hours of employees in the Finance Department, stating that they total 141 hours a week; that that seems an over abundance of hours for one department and asked the Director why he couldn't utilize the Assessors' personnel in the Collector's office. Greaney told the Finance Director that the Board hears a whole lot of gossip about his employees not working and visiting other offices obviously not having enough work to keep them busy and that the Assessors' employee has visitors many hours of the day. Labrecque responded it's a small town and you can't just throw people out of your office. Greaney told Labrecque that maybe if people can spend that much time visiting then maybe we can consolidate hours. When asked how many people he needs in his department Labrecque responded "sometimes 4, sometimes 1". Greaney asked if elders seeking tax credits could be utilized and was told that his employees need to be skilled. Selectman Gorski asked what his department outsources and Labrecque responded just postage. Greaney asked if payroll is done in house or outsourced and Labrecque responded his employee enters it in the system and the checks and tax reporting is prepared by the payroll company. Labrecque told the Board that if one of his employees was let go he wonders how much time he would have to be down there which would then take him away from his own duties. He also stated there is down time in almost all town offices, that's just how it goes. It's like that everywhere.

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Selectman Darke stated we need to know if what we have is what we need. Collection of all town receipts was discussed and Labrecque told the Board that in order for all receipts to be collected by one office the town would need to establish a position of "Town Collector" then that position would be the collector of all monies collected by the town.

Gorski stated she feels it is time to make a change; that the Selectmen get the fall-out of what goes on in town offices.

Time Sheets

The Board asked their Assistant to send proper notice to the Fire Chief to meet with the Board on April 11, 2011.

Other business

The Board agreed to review Warrant Articles for Annual Town Meeting at their next meeting.

Chairman Greaney asked the Finance Director to explain why Free Cash is negative \$683,000+ and Labrecque reported that the discrepancy actually occurred when DOR certified FY 2008 Free Cash; that Labrecque knew a town our size shouldn't have that amount of Free Cash (\$600,000+) but said "ok" if that's what they say then he'll accept it. Labrecque explained the deficit occurred due to the timing of the purchasing and borrowing for the \$400,000 fire truck the town bought.

Adjournment

Moved Gorski, seconded Greaney, and it was unanimously

VOTED: To adjourn.

Adjourned at 8:04 P.M.

Respectfully submitted

Nancy Lewandowski
Administrative Assistant