



**BOARD OF SELECTMEN  
AGENDA**

**August 15, 2011**

**6:15 P.M - Call meeting to order  
All stand for Pledge of Allegiance**

**Approve Minutes: August 1, 2011-Open & Executive**

**Approve Warrants:**

PW # 12-06	\$ 143,007.54
DW #12-04A	\$ 22,645.20
BW #12-05	\$ 632,350.66

**NEEDS ATTENTION**

- 1) Fall Town Meeting date -- Water Department is requesting that Fall Town Meeting be held on the first Monday of October. Will Board please vote to call a STM for Monday, October 3, 2011 at 7:00 p.m. at Town Hall. (I will need to post the meeting no later than September 16<sup>th</sup>)
- 2) Jan Lydon, Chairman of Groveland Cultural Council requests appointment of Gail Dennig, 366 Main Street and Sandra D'angelo, 364 Main Street, to 4 year terms on the Cultural Council, said appointments effective immediately through June 30, 2015

**AGENDA APPOINTMENTS**

**6:30 PM – Groveland Day Committee–to update Board on plans for Groveland Day, Saturday, September 10<sup>th</sup>, 2011**

**6:45 PM - Library Trustees @ Selectmen's request**

**Old Business:** Resume discussion on unbalanced budget & whether hours will be needed to be cut

**Next Meeting: Monday, August 29, 2011 @ 6:15 P.M.**

MINUTES  
BOARD OF SELECTMEN  
AUGUST 15, 2011

Meeting called to order at 6:15 P.M.

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

All present stood for the Pledge of Allegiance.

**Moment of Silence**

The Board of Selectman opened their meeting with a moment of silence in memory of 19+ year veteran Patrolman Kevin C. Woodman who passed away unexpectedly on August 7, 2011 following a sudden illness. Officer Woodman, known to many as "Woody" was well known and respected throughout our community, his lifelong hometown of Haverhill, and other neighboring towns where he volunteered as coach of various youth football organizations. The Selectmen expressed their deepest sympathies to Woody's wife, four children and his relatives, friends and co-workers for their loss.

**Minutes**

Moved Darke, seconded Greaney, and it was

**VOTED:** To accept the Open Session Minutes of August 1, 2011, as presented.

Moved Darke, seconded Greaney, and it was

**VOTED:** To accept the Executive Session Minutes of August 1, 2011, as presented.

**Warrants**

Moved Darke, seconded Greaney, and it was

**VOTED:** To approve Payroll Warrant #12-06.

Darke, Greaney – "Aye"; Gorski – "Abstain"

Moved Darke, seconded Gorski, and it was unanimously

**VOTED:** To approve Bill Warrant #12-0 & and Deduction Warrant #12-04A.

**Special Town Meeting**

The Board's Assistant discussed the scheduling of a Fall Special Town Meeting with the Board. Moved Darke, seconded Greaney, and it was

**VOTED:** To call a Special Town Meeting for Monday, October 3, 2011 at 7:00 P.M. to be held at Town Hall.

**Annual Appointment**

At the request of Cultural Council Chairman Jan Lydon, Darke moved, Greaney seconded, and it was

**VOTED:** To appoint Gail Dennig and Sandra D'angelo to four year terms on the Groveland Cultural Council, said appointments effective immediately through June 30, 2015.

**Search Committee-Pentucket Superintendent position**

Upon motion duly made by Greaney, seconded by Gorski, it was

**VOTED:** To appoint Selectman William H. Darke to serve as the Board's representative on the Pentucket Superintendent Search Committee.

**Pentucket Finance Advisory Board**

Finance Director Labrecque reported on the recent meeting he attended.

**Groveland Day**

Rec members Jen O'Malley, Dan Stewart and Youth Soccer rep Steve Merrill met with the Board and presented the plan of activities for Groveland Day. Selectmen thanked the group for their hard work and approved "Option #1" of the plans the group had prepared. Chairman Gorski requested the group arrange for a remembrance ceremony for the 10<sup>th</sup> year anniversary of September 11<sup>th</sup>. O'Malley agreed to take on the task and will contact police, fire and scout troops.

**Library Trustees and Director**

Library Trustees and Director Hoadley met with the Board of Selectmen to discuss the 15 extra hours of funding they had received at Annual Town Meeting. Trustee Prunier reported they had received 28 applications and the Director has chosen the most qualified candidate who she will present to the Selectmen at their next meet for hiring approval. The new position is known as Youth Circulation Assistant with an hourly wage of \$10.00 per hour with no benefits, 3 days per week (Tuesday, Wednesday, Thursday). Discussion also took place regarding better communication so that all parties that will be part of the decision making will be notified.

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**Property Use Permit**

Selectmen signed several Property Use Permits.

**Old Business**

Discussion continued on whether hours need to be reduced for certain positions. Ideas to help determine the need were discussed. Finance Director Labrecque agreed to notify various town departments to keep a daily log of what duties they complete each day, a list of people they serve each day and the times needed to complete each duty/customer transaction. Labrecque will also notify employees to create a manual of their daily activities with written instructions for steps needed to complete same, and to provide a list of all passwords used for their work computers and activities.

**Adjournment**

Moved Darke, seconded Gorski, and it was

**VOTED:** To adjourn.

Adjourned at 7:37 P.M.

Respectfully submitted,

Nancy Lewandowski  
Administrative Assistant