



**BOARD OF SELECTMEN  
AGENDA**

**June 3, 2013**

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

**Acceptance of Minutes** - Minutes are not available

**Approve Warrants:**

PW # 13-47	\$ 137,411.49
DW #13-46A	\$ 23,632.06
BW # 13-48	\$ 725,980.06

**AGENDA APPOINTMENTS**

**6:20 p.m.** – Chief Kirmelewicz and Deputy Gillen to discuss Safety Car proposed plan

**6:30 p.m.** – Town Counsel William Hewig - Executive Session in accordance with the provisions of MGL 30A, Sec. 21(a) (3) to discuss strategy with respect to litigation (Chairman please announce "that an open meeting may have a detrimental effect on the litigating position of the town")

**NEEDS ATTENTION**

Chairman to sign Bagnall bill submittals, if any

Approve Property/Field Use Permits, if any

Review Correspondence, if any -- take action, if needed

**Adjournment**

**Date of next regular meeting – June 17th, 2013**

MINUTES  
BOARD OF SELECTMEN

June 3, 2013

Meeting called to order at 6:24 P.M.

**Present** Elizabeth A. Gorski, Joseph R. D'Amore and Chairman Donald N. Greaney.

All stood for the pledge of allegiance.

Chairman opened the meeting by extending congratulations to all 2013 high school graduates and their parents.

**Warrants**

Moved D'Amore, seconded Greaney, and it was

**VOTED:** To approve Payroll Warrant #13-47. 2-0

D'AMORE, GREANEY – "AYE"; GORSKI – "ABSTAIN"

Moved D'Amore, seconded Gorski, and it was

**VOTED:** To approve Deduction Warrant #13-46A and Bill Warrant #13-48. 3-0

**Chief Robert Kirmelewicz and Deputy Jeffrey Gillen-Proposal for Safety Car**

Chief Kirmelewicz and Deputy Gillen met with the Board to discuss a proposal for putting the Safety Car back out on the street. Selectman Gorski asked whether the presentation had to do with police department personnel and Chief Kirmelewicz responded that it does. Town Counsel was present for a later agenda appointment and Gorski asked whether she should leave the room or just sit in the audience. Attorney William Hewig advised that Gorski leave the meeting room inasmuch as she has a son on the force. Gorski immediately left the room.

Kirmelewicz told the Board that he has gotten by for almost a year without a personal secretary; that it has increased his workload as well as the Deputy's, the Sergeant's and the Dispatchers and that this has resulted in less patrol time and traffic enforcement. Kirmelewicz stated that whenever a new employee is hired, you assume a risk; that he would like to use the appropriated budgetary resources and utilize the personnel that he currently has on staff by re-assigning some of the necessary administrative duties that are pertinent to the day to day operation of the department.

Kirmelewicz told the Board he is willing to forego the personal secretary position for the betterment of the department and the town by proposing to not replace that position and re-institute the traffic safety car, as well as making a promotion of one (1) Patrolman to the rank of Sergeant. Kirmelewicz stated he can make those changes and remain "budget neutral". Attached hereto is a copy of the Chief's "Safety Car/Shift Supervisor Proposal" he provided each Board member with. The Chief told the Board that he met with the Finance Director about his proposal and Labrecque is in favor of it and that he and the Deputy met with all of the Police Union members and they are supportive and enthused about the proposal.

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Chief Kirmelewicz told the Board that the current administrative duties will be distributed among the Police Department Supervisors and himself; that the Safety Car will put more of a police presence on the streets as well as address the overwhelming and increasing amount of traffic complaints that the department has been receiving over the past year; that the safety of the residents is paramount.

The Chief stated that the Sergeant promotion will be open to all current full-time Patrolmen and will be transparent and unbiased. It will be comprised of a 3-phase process, including a written examination administered by Public Safety Consultants, an oral review board assembled with police officers from the rank of Lieutenant and above from departments outside of our area who will not know any of the candidates and a point system that will rate officers' years of service, education and specialized training.

Chief Kirmelewicz noted that the cost of the written examination is \$1,800 and will be absorbed from the department's appropriated funding, as the Sergeant will not be promoted for approximately four (4) months into Fiscal Year 2014. Kirmelewicz told the Board that a new Sergeant position will bring the department back to the number of supervisors they had five (5) years ago. Kirmelewicz reported that the new Sergeant would work either four (4) midnight shifts or a jump shift comprised of (2) midnights and (2) evenings, implementing the lack of supervision on the late night shifts.

Chief Kirmelewicz stated that he feels this proposal is a positive move forward for the department and the town, as well as a fiscally creative and responsible move. He stated it will also be a huge morale booster for all of the officers, both full-time and reserves. Kirmelewicz commented that he will be retiring in less than five (5) years and feels that they have qualified people within the department to lead the Police Department when he leaves; that in his opinion, the Board of Selectmen should never have to go outside to hire a new Police Chief; that a new Sergeant position will be one more step forward to transitioning the proper people into supervisory roles for the future vision of the Groveland Police Department.

Chief Kirmelewicz told the Board that he and the Deputy can answer any questions/concerns they might have about the proposal and told the Board that he would appreciate their support by voting in favor of the proposal submitted this evening.

Selectman D'Amore asked the Chief to define Safety Cruiser. Kirmelewicz responded it enforces traffic laws and complaints. Deputy Gillen pointed out that the Safety Officer can also be used for educational purposes at the schools, to check details and neighborhoods. Chief Kirmelewicz reported that he has heard from the police union that all full-time members are interested in the proposed position. Finance Director Labrecque stated that the town lost \$55,000 in revenue when it lost the safety car; that the safety car would be dealing with traffic. The Chief & Deputy both said public safety is their main concern. Deputy Gillen mentioned that they are not looking to increase their amount of employees; that their employees have been great, stepping up to take care of the work a secretary would have dealt with. Chairman Greaney said he would like to see the town Treasurer's department do the police payroll. Deputy Gillen and Chief Kirmelewicz both stated that the proposed change is just adjusting line items already in effect and Finance Director Labrecque agreed saying the proposal is budget neutral.

Chairman Greaney stated he was not second guessing the proposal but asked how many full-time people the department has and of that, how many are in charge. Deputy Gillen responded that in a perfect world they would like to have another full-time officer; that there are currently nine full-time officers, three of which are supervisors. Gillen told the Board that they are trying to be creative; that they could possibly need to add another reserve to their list.

Selectman D'Amore commended the Chief and Deputy for the work they put into their proposal. Moved Greaney, seconded D'Amore, and it was

**VOTED:** To approve the Safety Car/Shift Supervisor Proposal presented by Chief Kirmelewicz and Deputy Gillen with budgetary adjustments to be made at the next town meeting after July 1<sup>st</sup>. 2-0

**Kim Jackson-Bagnall Building Project**

Kim Jackson stopped by the Selectmen's meeting to report that as of 7:00 A.M. today the addition at the Bagnall is occupied by staff and students. Jackson reported that the students had lunch in the new cafeteria and that staff has moved equipment and that demolition has started on the old cafeteria. Kim told the Selectmen that the gym floor is down, hoops are up and the floor needs one more coat of finish.

Kim told the Board that they would like to have something to thank all departments that helped with the project and for the public to see the finished project; that maybe August would be a good time to do something to say thanks to a lot of people who worked hard to see this project completed. The Selectmen thought Kim's suggested was a good idea and agreed that August or September may be a good time to hold an open house or some sort of gathering.

**Mike Dempsey-Conservation Commission**

Conservation Chairman Mike Dempsey dropped in to remind the Selectmen that the Water Department will be dedicating the new water tank located in town forest this Saturday, June 15<sup>th</sup>, 2013 between 11:00 A.M. and 1:00 P.M.

**Executive Session**

Town Counsel, William Hewig, was present and requested the Board enter into Executive Session to discuss strategy with respect to litigation.

Moved Greaney, seconded Gorski, and it was

**VOTED:** To enter into Executive Session in accordance with the provisions of MGL Ch. 30A, Sec. 21(a) (3), Chairman Greaney so declaring to do so in Open Session may have a detrimental effect on the litigating position of the Board. 3-0

GORSKI, D'AMORE, GREANEY – "AYE"

Chairman Greaney announced that the Board will return to the Board's Open Session following the close of the Executive Session for the sole purpose of adjourning the meeting. The Executive Session was entered at 7:05 P.M. and closed at 7:30 P.M. The Minutes of the Executive Session are on file in a separate binder in the Selectmen's Assistant's Office.

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**Personnel Issue**

The Board's Assistant asked the Board if they wished her to schedule a meeting to hear from the employee who is the subject of a recent complaint. The Board asked her to arrange a meeting for Thursday, June 6, 2013 at 6:30 P.M.

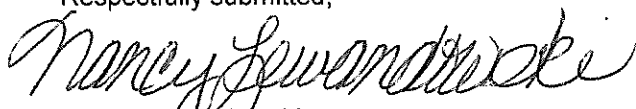
**Adjournment**

There being no further business to come before the Board, moved Gorski, seconded D'Amore, and it was

**VOTED:** To adjourn. 3-0

Adjourned at 7:31 P.M.

Respectfully submitted,



Nancy Lewandowski  
Administrative Assistant

Approved by vote of Board-6/17/13

**NOTE FOR THE RECORD:** I received a request from Selectmen D'Amore asking that the following discussion that took place following meeting adjournment be added to the Minutes of June 3<sup>rd</sup>. I advised Selectman D'Amore that as keeper of the record I was not in the room while some of the discussion took place and would only add his bullets as a "Note for the Record" :

- Discussed hiring preferences for new fire chief in preparation for posted meeting on June 6<sup>th</sup>;
- Discussed job description of fire chief based on input from fire department personnel in preparation for posted meeting on June 6<sup>th</sup>;
- Discussed process guidelines that may be developed for anyone wishing to name in tribute the Bagnall School Extension.