

BOARD OF SELECTMEN
EXECUTIVE SESSION MEETING MINUTES
December 12, 2016
5:00 P.M.
Groveland Town Hall
183 Main St, Groveland, MA 01834

Attendance: Vice Chair, Ed Watson, Selectmen Daniel MacDonald, Bill O'Neil, and Michael Wood

Absent: Chair Bill Dunn

Also Present: Finance Director, Denise Dembkoski and Deputy Police Chief Jeffrey Gillen

Vice Chairman Watson opened the meeting at 5:08 pm and asked for a motion to enter executive session in accordance with MGL Ch. 30A, Sec. 21 (a) (2) for the purpose of conducting contract negotiations with non-union personnel. Selectman Wood made the motion.

Selectman O'Neil seconded and the Board approved entering executive session after a roll call vote. Wood – Yes, Watson – Yes, O'Neil – yes

Selectman MacDonald arrived at 5:10 p.m.

The Board met with Deputy Police Chief Jeffrey Gillen to continue discussing the Memorandum of Agreement regarding his duties from January 1st, 2017 until June 30th, 2017, when Gillen would be overseeing the day-to-day administrative functions of the Police Department.

Vice Chair Watson read the bullet points and the board discussed each one.

The Board discussed details and Deputy Gillen's 4 & 2 schedule. In the prior meeting, Chair Dunn stated he'd like to see Jeff working Monday through Friday and not do details. Deputy Gillen said he understand the reasoning behind the request to work Monday through Friday and would be open to that, but asked that some compensation be taken into consideration for his lack of details.

Selectman MacDonald would prefer the Deputy continue to work details, as those are not taxpayer funded. Selectman O'Neil would prefer a stipend to offset the details. Selectman Wood is fine with either method and feels the Deputy shouldn't lose money by taking over the duties of the Chief. Vice Chair Watson believes the Deputy should work Monday through Friday, and not receive any additional compensation and that asking for compensation is going back on his word and is deceitful.

Deputy Gillen feels that statement was unfair. His work schedule was never discussed. His contract calls for a 4 & 2 and allows details. He believed he was still staying with that schedule, but taking on more duties. Selectman MacDonald agreed. He does not believe there was anything malicious or deceitful with Deputy Gillen's request.

Selectman MacDonald asked what Deputy Gillen makes on average with details for the months of April, May, and June. Deputy stated he makes approximately \$6,000 and given the current detail climate and upcoming projects, it would be expected at the same or higher amounts.

Selectman MacDonald asked if they could split the difference and offer \$3,000. Selectman O'Neil said he was thinking more along the lines of \$4,000. Selectman Wood agrees with \$4,000.

Selectman Wood made a motion to amend bullet point 2 to state: The Town will provide four thousand dollars (\$4,000) as compensation to Jeffrey T. Gillen from January 1, 2017 through June 30, 2017. He shall work Monday through Friday and will not work details. Compensation to be paid bi-weekly beginning with the first pay period in 2017; Selectman MacDonald seconded the motion.

Vice Chair Watson took a roll call vote: Wood – Yes, O’Neil – Yes, MacDonald – Yes, Watson – Abstain
The motion carried 3-0-1.

Vice Chair Watson stated he would like to see the Chief in a uniform five days a week. While Deputy Gillen agreed in principal, he said there are times that he needs to be in a suit for meetings or dressed down during clean up days, and he believes putting language in the contract regarding attire is setting him up for failure. Vice Chair Watson said that was not his intention, he just feels the Chief should be recognized in the community and should be in uniform. Selectman O’Neil feels this topic is relevant, but should not be in the contract. Deputy Gillen agrees and said he will be in uniform most of the time.

Finance Director Dembkoski read the amended MOA:

MEMORANDUM OF AGREEMENT

This agreement, made and entered into this 12th day of December, 2016, by and between the Town of Groveland, Massachusetts, a municipal corporation, acting by and through its Board of Selectmen, who act hereunder in their representative capacity only and without any personal liability to themselves, and Deputy Police Chief, Jeffrey T. Gillen, of Georgetown, Massachusetts.

The Town of Groveland, through its Board of Selectmen, and Jeffrey T. Gillen, agree to the following:

1. Deputy Chief Jeffrey Gillen agrees to perform, in addition to his current duties as Deputy, day-to-day administrative functions of the Police Department on January 1, 2017;
2. The Town will provide four thousand dollars (\$4,000) as compensation to Jeffrey T. Gillen from January 1, 2017 through June 30, 2017. He shall work Monday through Friday and will not work details. Compensation to be paid bi-weekly beginning with the first pay period in 2017;
3. Robert J. Kirmelewicz will remain the Chief of Police until June 30, 2017, and will check-in from time-to-time with the Deputy and will be available for questions or problems;
4. Deputy Gillen will have use of a town provided vehicle beginning Jan 1, 2017 for official business and for personal use with the exception of overnight personal travel. Vehicle is not to be altered, excluding normal wear and tear, without prior approval of the Board of Selectmen;

IN WITNESS WHEREOF, the Town of Groveland, Massachusetts, has caused this agreement to be signed and executed in its behalf by its Board of Selectmen, and Jeffrey T. Gillen has signed and executed this agreement, both in duplicate, the day and year first above written.

Selectman Wood make a motion to approve the Memorandum of Agreement as read, Seconded by Selectman MacDonald. Vice Chair Watson called for a roll call vote.

O’Neil – Yes, Wood – Yes, MacDonald – Yes, Watson – Yes

MOA is approved.

The board began discussing Jeffrey Gillen's contract to be the Police Chief effective July 1, 2017.

Selectman MacDonald is against automatic annual increases. Selectman O'Neil would like to table the discussion until Chair Dunn is present.

Selectman Wood made a motion to table discussions until the Chair could be present to express his point of view. Selectman O'Neil seconded. Vice Chair Watson called for a roll call vote to table.

O'Neil – Yes, Wood – Yes, MacDonald – Yes, Watson – Yes

Selectman Wood made a motion to close the executive session. Seconded by Selectman O'Neil. The Board approved the motion on a roll call vote. Wood – Yes, MacDonald – Yes, O'Neil – Yes, Watson – Yes

6:28 P.M.

Adjournment: The Board unanimously approved a motion by Selectman Wood to adjourn, seconded by Selectman MacDonald.

True Attest:



*Denise M. Demboski
Finance Director*

**** Approved on January 23, 2017 by a vote of 4-0-1, with Chair Dunn abstaining ****