

**Memorial Town Hall, 1 Library Street, Georgetown, MA 01833**

**DRAFT Meeting Minutes August 28, 2023**

**Ph. (978) 352-5755 □ Fax (978) 352-5727**

**BOARD OF SELECTMEN**

**Memorial Town Hall**

**7:00PM-General Meeting**

**Verizon Channel 42/Comcast channel 9**

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**Selectmen Present:** Amy Smith, Chair, Doug Dawes, D. Lamonica, R. Bancroft and R. Hoover

**Others Present:** Orlando Pacheco, Town Administrator.  
Administrative Assistant, Maureen Shultz participating on Zoom.

**7:00PM CALL TO ORDER**

*Moment of Silence was taken by the Board.*

*Pledge of alliance was taken.*

**Executive Session** did not take place. Mr. Carl Shrader of the Conservation Commission requested this executive session be held in a public forum.

**PERSONNEL HEARING /MATTER**

*Discuss complaints concerning Mr. Carl Shrader comments at a Conservation Commission meeting held on July 20, 2023. -Mr. Shrader has informed the Board that he would like to have this discussion in open session and not in executive session in which he has the right to do. Mr. Carl Shrader made a comment at this public meeting that he should burn down the Town Hall and that he could arrange for this to occur.*

*A. Smith read aloud parts of a letter that was sent to Mr. Shrader from the Town and was outlined to Mr. Shrader which stated among other items that he failed to communicate to the Chair of the Board Selectman about staffing situations within the Conservation Commission Office and failed to communicate with other Departments and has offered no help, has held up building permits and title 5 permits, and has not responded to e-mail and request.*

*A. Smith mentioned how the meeting was going to go forward, tonight the Board will decide on the next steps if the Board feels next steps should be taken stated not here tonight to fire Mr. Shrader, would like the meeting to be calm and would like everyone to be civil to one another.*

*Darren Klein, Town Attorney who was present and requested that A. Smith to go back and read the entire letter that was given to Ms. Shrader which stated the charges against him for this meeting so it can part of the record for this meeting.*

*Carl Shrader was present and asked to state his name for the record.*

*The following topics had been discussed:*

*C. Shrader accused A. Smith of failing to post a job description*

*C. Shrader accused A. Smith of covering up an e-mail posted on the Conservation Commission doors with a with a non-functioning e-mail.*

*C. Shrader informed the Board that the Conservation Commission Consultant Mr. Lopez is leaving his position with the Town and C. Shrader asked the Board of Selectman to confirm this as Mr. Lopez is present.*

*Mr. Lopez spoke to Board on his thoughts on staying with the Town and stated there was some miscommunication on his leaving his position with the Town but said that is not accurate, has been training on permit link with the Building Inspector and his Administrative Assistant which has been good and he is willing to stay on until a replacement is found, feels like currently things are moving in a better way. Spoke on the Building Inspector Jim Pike who assisted him on the on-line permitting.*

*Posting of meetings were discussed.*

*C. Shrader spoke on things that will need to be done such as meeting notices, notice hearings, notices in papers, there is a process to get things done.*

*C. Shrader mentioned he had advertisements out for an Administrative Assistant but no one has answered the ads as of yet, mentioned that any help would need a level of training to be functional.*

*A. Smith offered help with posting of meetings and office help on a temporary basis.*

*A. Smith mentioned that C. Shrader was not honest on two occasions regarding temporary agencies.*

*R. Bancroft asked Mr. Lopez if he had informed immediately to the Building Inspector, he would be staying on with the Conservation Commission.*

*D. Dawes asked C. Shrader after his conversation with Mr. Lopez who did he informed regarding issues within his Board and asked he thought he had a responsibility to inform the Town Administrator.*

*C. Shrader mentioned he thinks there is a double standard here in the Town.*

*C. Shrader stated he found the letter that the Town had sent him for an executive session was threatening, people can take property out of the Conservation Office at Town Hall and nothing happens to them, double standard in this Town.*

*A. Smith mentioned she had tried to reach out with ideas and offers of help with no replies from anyone, could have worked together this was several weeks asked about a conversation about posting an administrative assistant.*

*C. Shrader spoke on his budget and has no money in their account.*

*A. Smith spoke on a previous request for an increase for his administrative assistant.*

*A. Smith spoke on a call she had gotten from Jim Pike, Building Inspector in or around July stating that he was having trouble finding you (C. Shrader) and getting Mr. Lopez on permit link he was told Mr. Lopez wasn't interested in working on that system-seem like there is a little gate keeping around J. Lopez.*

*C. Shrader spoke on issues with J. Lopez regarding e-mails and informed him to not use his personal email.*

*Darren Klein, Town Council clarified that the Board of Selectman when giving a notice for executive session is required to give a notice of your right to have an attorney.*

*R. Bancroft mentioned there is a lack of trust and faith from Board members of what we have seen and heard for the past two years and in order to go forward trust has to be earned, mentioned her previous administrative assistant who was locked out of her e-mail so she could not finish her work was a huge breach of trust. R. Bancroft stated she believes that the Board of selectman are in an attack mode and believes C. Shrader has been trying to get things done, had no concept this letter was going out-does not agree with a slap on the wrist for C. Shrader, past is done wants to move forward -improve things going forward I am all for what's going on here tonight very uncomfortable -wants support each Board going after each other. not clear on what this is all about.*

#### **OPEN DISCUSSION with Board of Selectman Members.**

*R. Hoover does not feel like this body has evil intent and does not agree with what was mentioned by R. Bancroft. R. Hoover stated that it was not an easy thing to do for C. Shrader to apologize there are -people who would like for it to be perfect but I thought it was pretty damn good and he owned it-going back in time -I have always supported the Conservation Commission and I still support them but what I cannot understand why every time I have an individual conversation and have had strong disagreements with people I listen and we eventually get to a common ground -I don't find the energy coming from people on this board as aggressive same goes on the other side -commented that he doesn't buy it doesn't except it -improving so things don't happen like again, want no part of it -I won't support that at all but would like to move forward,*

*putting a temporary band aid over a disease is not going to work, for what we are doing tonight is uncomfortable but needs to be done, learning from what has happened I would be supportive.*

*C. Shrader asked if it wouldn't have been better to have just a meeting how normal organizations work without a threatening letter.*

*D. Dawes mentioned we used a Town Council as guidance for sending a letter to C. Shrader.*

*D. Dawes spoke that he had reached out to C. Shrader to iron out all of this stuff did not go anyplace, spoke on sarcasm -can't say many things without getting in trouble believes C. Shrader was sincere in his apology but then starts to blame others and other situations for what was happening, no one's fault except C. Shrader's for what he said, spoke on a member giggling at his comment, friction between this Board and the Conservation Commission -as appointed members they are not automatic a shoe in for an appointment -position is a no-win position suggested to sit down with C. Shrader and have Town Council present and Carl took that as a threat, stated that C. Shrader has been an embattled figure in the Town for some time, some want him on the commission some don't care. D. Dawes agrees with D. LaMonica and wants to see what happens at appointment time, D. Dawes feels he is really compromising and was really looking for a public hearing -does not think that C. Shrader is an evil figure but moving forward cannot ensure stuff like this won't happen again especially during a public hearing, administrative function has nothing to do what we are here for tonight we are here do to specific comments made by C. Shrader.*

*D. LaMonica mentioned that the Conservation Commission does not work for the Board of Selectman -us debating is useless, let the residents decide -we don't have the authority to do anything -, stated that he never received the letter that was given to C. Shrader and would like to at least be informed regarding this letter and asked why we didn't receive this and asked how we are supposed to come up questions we are not the public body we are all duly elected officials and wants to understand not receiving this letter, would of like it before this meeting , state statue provides certain privileges to certain commission members, spoke on the Towns form of Government.*

*R. Bancroft asked R. Hoover if he had spoken to C. Shrader and had he asked him to apologize and wanted to clarify that communication wasn't shut down completely. Clear up things and move forward spoken of by R. Hoover accept C. Shrader's apology*

*D. Dawes is torn and agrees with D. LaMonica, and mentioned that we can't have speech like this in a public meeting with the way society is today, cannot say things like this, and things like this gets posted on Facebook, unacceptable we all make our own mistakes any word spoken can be taken negative, gave an example of his niece who is in medical school, things being said in Town Hall cannot exist, commented that grown people can have disagreements and move forward.*

*R. Bancroft asked to speak to Chief Cudmore who present and asked Chief Cudmore if C. Shrader did everything that was asked of him which included going to the Police Station. Chief Cudmore mentioned he cannot make comment on an ongoing investigation -R. Bancroft questioned if this is an on-gong investigation because she stated she had been told it wasn't when she was at the station, commented that C. Shrader did not try and run away.*

*A. Smith spoke on C. Shrader who works with residents and businesses and stated she would like to keep the trains running -at the end its about serving the Town and its residents, A. Smith asked C. Shrader if he agreed with these statements and he stated he did agree but without staff it is difficult.*

*A. Smith stated she appreciated the offer as an alternative solution and asks if he is willing to commit for both Boards to get together to discuss administrative issues.*

*O. Pacheco explained the process regarding the letter when he its executive session material /letter. Reason allowed to go into executive session is to protect the person who the meeting is about. Darren Klein explained that the Char or the Town Administrator it is allowed and can be distributes it an executive session packet.*

*D. LaMonica asked Town Council if removal is the only action that can be taken and spoke on the process for this situation as a public hearing.*

*D. Klein, Town Council explained the removal of a member during a term.*

*D. LaMonica asked what the term expiration for C. Shrader is.*

*D. Dawes agrees with D. LaMonica but also commented that residents also vote for the people to vote for them –everything we do does not go to the public for public opinion.*

*A. Smith informed the Board of the possible two options and possibly a third or fourth option.*

*A. Smith commented that the Board of Selectman cannot compel you to do anything because you were duly appointed as Chair by your commission., commented that C. Shrader has a lot of experience and expertise and that was not in question, the possibility of C. Shrader stepping down as Chair was an option but not something that the Board cam compel C. Shrader to do*

- If the Board is satisfied with Carl's responses, then we are done that's it.*

- *Not satisfied and the Board thinks about removing him it would require a public hearing and the Board would have to take a vote and citizens could speak at that time that would be the purpose of the hearing.*
- *C. Shrader stepping down.*

*Try to work together and schedule a joint meeting -C. Shrader commented meeting jointly on open hearings cannot be done, A. Smith clarified she was not going there.*

- *Last option if the Board felt -behoove us to have an independent party -a third party –have a third party in staying on course ---someone is running it as a third party*

*C. Shrader commented that the fifth option would be that he just walks away and leaves everyone hanging.*

*A. Smith asked the board if they have any questions.*

*C. Shrader spoke on meetings that cannot be in public meetings with the Conservation Commission.*

*Darren Klein, Town Council clarified what A. Smith was speaking of when it was stated to have joint meeting she meant on administrative issues only-better communication is what he had heard nothing to do with applications and the need for better communication.*

*R. Bancroft will agree to a joint meeting with both Boards as long as the entire Conservation Commission agree, stated the Conservation Commission never had a meeting they have always only has public hearings.*

*Darren Klein, Town Council explained a regular meeting and a public hearing.*

*R. Hoover spoke on one of the roles of the Board of Selectman is leadership -easy to blow up the Conservation Commission and have C. Shrader move on but he doesn't think that helps, mentioned the Planning Board whose office is also short staffed for the next few months, these two offices are struggling to keep up -if C. Shrader was to go it would self-implode , our Boards should make sure these Boards are functioning to the best of their ability-our responsibility is to try and be in a leadership role -third party independent person could be an option to speak about the issues and get it figured out together, it was suggested by R. Hoover that at times he wished C. Shrader would just sit there and listen sometimes, mentioned putting a temporary band-aid over a disease and if it does not get worked out it will just stay there.*

*D. LaMonica stated that appointments are not guaranteed, not to re-elect not held to a different standard –not advocating for a public hearing.*

*R. Hoover spoke on administrative issue -breakdown of Town Government -my opinion only, not going backwards -communication and respect for each other let the residents decide at appointment time.*

*D. LaMonica mentioned the Board discussed a lot of stuff this evening, goes back to the purpose of this meeting / session -his actions needed to be followed up still standbys the-resident deciding during the appointment process.*

*A. Smith mentioned that many employees feel like they have not been heard.*

*R. Hoover stated that the employees need to be heard.*

*D. Dawes mentioned in the public sector this is a firing offense.*

*A. Smith stated she really likes the idea of working together and asked C. Shrader if he is willing to work on communication, office staff and keeping the trains running. C. Shrader agreed with this. No votes were needed or taken.*

**PUBLIC COMMENT:**

*Resident and employee Dianna Twomey, 2 Patriot Lane, Georgetown, Mass who is a resident of Town and a Town Hall employee in the Affordable Housing Trust, spoken on her concerns regarding safety at the Town Hall where she is employed- spoke on a police report regarding a threatening comment made during a meeting at the Town Hall in which a current member of the Conservation Commission mentioned bringing a AK-47 , spoke regarding a recent meeting held on July 20, 2023 at which time the Chairman of the Conservation Commission made inappropriate and disturbing and very unsettling comments regarding the Town Hall and burning the building down, mentioned newly elected member of the Conservation Commission laughing as this was being spoken on , addressed the confusion of comments that have been made about the hostile environment at the Town Hall which she has never witnessed, has concerns with the pattern of aggressive comments made towards the building, mentioned that staff working on the second floor at Town Hall have been left assisting people who come in for the Conservation Commission and since no one is there they take their frustration out on staff, ask that the Board of Selectman act on this matter immediately to ensure that Town hall employees are safe and secure in their work environment.*

### **VOTES BY THE BOARD: Public Hearing:**

*Notice is hereby given that Mokunj LLC, 69 East Main Street, Georgetown, Mass has applied for a change of ownership interest and for a change of manger to be Rushvi Patel for their current Package Store License. This hearing will be heard in front of the Board of Selectman at 7PM at their scheduled meeting on August 28, 2023 at the Georgetown Town Hall located at One Library Street, Georgetown, Mass. Vote by the Board to approve the change of manager & change of ownership interest.*

*D. Lamonica motioned the Board to approve the Change of Manager for Mokunj LLC / Rt. 133 Liquors, 69 East Main Street to new manager Rusvi. V. Patel and approval of a request for change of Ownership Interest (LLC Members / LLP Partners Trustees), seconded by R. Bancroft. Roll call was taken all in favor.*

### **WARRANTS & MINUTES:**

*The Board voted on a motion by D. Dawes to approve the meeting minutes as presented from June 26, 2023, seconded by R. Hoover. D. LaMonica abstained from vote he was not in attendance at this meeting. Roll call was taken all in favor*

*The Board voted on a motion by D. Dawes to approve the meeting minutes as presented from July 17, 2023, seconded by D. Lamonica. The Board took a roll call all in favor.*

### **NEW BUSINESS:**

*Kerry McManus, Town Clerk spoke on Planned Districtwide Election for funding to build a new Whittier Tech School and the relevant MGL Ch.71, Sec 16(n) -funding requirements & district wide election requirements/ possible date of January 23, 2024 11am -7pm at the Pembroke –no vote by mail different rules will be for a Town wide vote Approval funding is a yes or no votes / debt exclusion vote.*

*O. Pacheco, Town Administrative suggested an alternative one day for a vote for the entire district will be prevail on a new school.*

*D. LaMonica asked what does the what is the percentage the Town of Georgetown Town will have to pay-10% obligated to pay from the Town of Georgetown*

*D. LaMonica asked how many attends from the Town -Answer 55.*

*D. Dawes mentioned that the SBA (School Building Authority) was asked by Whittier Tech to increased their student size but thus was not agreed to.*

*D. LaMonica asked if the residents are going to be well informed when it comes time to vote.*

### **SIGNAGE IN TOWN:**

*O. Pacheco, Town Administrator spoke on the Mass. Bay Colony Signage, concerns signs are old and historically not accurate -idea was to discuss the signage language -native Americans portrayed not accurately making signage a little more historical.*



*D. Lamonica asked who funded these sign changes and are they historic signs and where is this sign located in Town.*

*A. Smith asked if the Historical Commission have anything to do with these signs, spoke on civic opportunity in the future for the kids.*

### **ON-GOING BUSINESS**

*HR Direction Position /Consolidated Human Resources with the Schools & the Town- School Superintendent Dr. Margo Ferrick was present and welcomed by the Board.*

*Superintendent Dr. Margo Ferrick is very open to having conversations about consolidating resources however not ready to commit right now -would like to be very thoughtful when we look at combining positions -municipal and schools are very different-worries are for immediate and long term is a concern -suggested a committee to help with this, believes we have a need here in the Town which includes the schools. Human Resources is generally very clear in its issues.*

*O. Pacheco, Town Administrator has asked for a job description from the Collins Center, spoke on IT & Facilities goes beyond what we currently have.*

*Superintendent Dr. Margo Ferrick stated did not think the school side was outlined in the Collins Report.*

*A. Smith asked what would be the next step.*

*Superintendent Dr. Margo Ferrick spoke on if we need a HR Director, who is doing the work flow willing to roll her sleeves up to get the job done -more conversations are needed.*

*A. Smith asked what the Board/ Committee make up should be and thought it would be a fairly small committee made up of a Board of Selectman member, School Committee Member and put a plan together.*

*O. Pacheco, Town Administrator spoke on that this is not his top priority we have a lot going on in all areas with the school and the Town.*

*D. LaMonica asked about shared services and his concern with trying to save as much money for the residents.*

*O. Pacheco, Town Administrator spoke on permit link from the Building Department which has been changed in a great way.*

*R. Hoover stated this is not re-inventing the wheel this position is out there and there are templates out there.*

*R. Bancroft asked about items regarding a HR Director that was asked prior and wanted clarification if this was those items requested.*

*D. Dawes asked if we are still waiting on a report from the Collin Center.*

*D. LaMonica asked about any willingness to share services with other departments.*

*Superintendent Dr. Margo Ferrick spoke on not always about saving money –we have the system place to management items, trying to bring in a new SSI system trying to get this completed now.*

*R. Bancroft reminded the Board that she had asked O. Pacheco, Town Administrator prior to have a report about the HY Director and asked if this is it or does he have other information, actual options want to see these options going forward. wants to explore all options.*

*A. Smith stated she feels this is an urgency right now*

*Superintendent Dr. Margo Ferrick mentioned there is no extra money in the budget currently in the schools for a shared service.*

*D. Dawes asked if this could be something for the Spring Town Meeting.*

*A. Smith suggested to firm up a plan.*

*O. Pacheco, Town Administrator suggested that shared services for a HR Director should be brought up to the School Committee and add to another future agenda for discussion.*

*O. Pacheco, Town Administrator suggested he will look into MMHR (Massachusetts Municipal Human Resources possibly for a temporary HR service.*

*R. Bancroft asked for three options to be presented at the next meeting regarding HR Services.*

#### **APPOINTMENTS & APPROVALS:**

*D. LaMonica motioned the Board to approve the appointment of Mike Donahue to the Parks & Recreation Commission, seconded by D. Dawes. Roll call vote was taken all favor. Mike Donahue was present at the meeting. Roll call vote was taken all in favor.*

*R. Bancroft motioned the Board to approve the appointment of Jacob Fitzgerald as a full time Officer for the Town of Georgetown and will start on or around September 15, 2023 and be appointed until to June 30, 2024, seconded by D. LaMonica. Roll call vote was taken all in favor. Chief Donald Cudmore was present and spoke on this appointment.*

#### **ON GOING BUSINESS: ALP TASK FORCE STATUS:**

*A. Smith asked if this group has met yet. O. Pacheco, TA stated he does believe they have met.*

*Make up of the Board was discussed which would be a member of the Police Department, Parks and Recreation and Highway Department (Peter Durkee).*

*A. Smith mentioned a citizen of the Town who currently works for parks and recreation in Manchester by the Sea to see if she was interested in serving on this committee.*

*A. Smith volunteered to be part of this committee.*

*R. Bancroft questioned the Town Hall video cameras and asked where the feed is going and suggested it go to the Police Department.*

*New videos at ALP were mentioned by A. Smith. Feed to the Police Department is being worked on -feed is backed up for thirty days.*

### **SELECTMENS REPORT:**

*Public Relations Firm-A. Smith spoke on this.*

### **CORRESPONDENCE TO THE BOARD:**

*Ms. Matilda Evangelista spoke on a letter she had e-mailed the Board on her disappointment of an emergency meeting of the Board of Selectman that had taken place on July 27, 2023 regarding the closing of the beach at American Legion Park/ spoke on racism, dangerous situation.*

*D. LaMonica stated he heard nothing about race. got no response.*

*A. Smith mentioned the letter was not sent to Georgetown e-mails.*

### **TOWN ADMINISTRATOR'S REPORT:**

- COA Retirement -Current Council on Aging Director Colleen Ramshaw Fiorello will be retiring -This position will be posted, Council on Aging Director Colleen Ramshaw Fiorello would like to help with this transition for a new director.*
- ALP Security-The Town has received a generous donation of a camera system to better monitor the security at the Town beach.*
- ADA Self Evaluations & Transition Plan Competition.*
- Literacy Grant- The Georgetown Council on Aging has been granted \$5000.00 from the Massachusetts Executive Office of Elder Affairs for enhancing literacy for older adults grant program.*
- Police Chief Search-The Review Committee interviewed five (5) Candidates are being referred to the Assessment Center-The Assessment Center is being recommended to Saturday, September 23, 2023, and would be completed in one day and then that information will be sent to the Board of Selectman.*
- Cannabis Control Commission regulations-The Cannabis Control Commission approved a new draft regulation on July 28, 2023- there are certain areas of the regulations that could affect the Town of Georgetown-the essential elimination of payments under a Host Community Agreement. the Social Equity guidelines and the potential of cafés in the future could be granted,*
- State Budget / Earmarks -The state budget was just signed by Governor Healy and there are two (2) earmarks in the final version of the budget. 1) \$30,000.00 for the replacement feasibility of the Mill Street Bridge and 2) \$20,000.00 for Public Safety needs. Special Thanks to Rep. Kassner & Sen Tarr for securing funds for the Town. D. LaMonica asked for clarification on the \$20K for public safety needs.*
- Town Hall paving is now completed-We will start to work on the carpet replacement in September depending on the availability of materials.*

**NEXT MEETING:**

*The Board decided to meet on September 11, 2023.*

**ADJOURNMENT:**

*D. LaMonica motioned the Board to adjourn at 10:34 P.M. with R. Bancroft seconded the motion. A roll call vote was taken all in favor.*

*All Board of Selectman Meetings can be viewed on our Town Website at <https://www.georgetownma.gov> - Under the Community TV tab on the left side.*

**Documents used in the meeting:**

*Meeting Minutes from June 26, 2023 & July 17, 2023.*

*Town Administrators Report*

*Documents for the Change of ownership interest and a change of manager for Mokunj, Package Store, Main Street, Georgetown, Mass.*