

**PERSONNEL BOARD
TOWN OF BOXBOROUGH
BOXBOROUGH TOWN HALL
29 MIDDLE ROAD: MORSE/HILBERG ROOM
MEETING MINUTES**

July 26, 2021

Meeting called to order: 7:37 AM

Members in attendance: Susan Bak (Chair), Anne McNeece, Abby Reip

Members absent: Sheila Bauer

Other Attendees:

Becky Neville, Finance Committee; John Markiewicz, Select Board; Rajon Hudson, Assistant Town Administrator; Anne Canfield, resident

List of documents used:

1. Agenda
2. Open Meeting Law Complaint
3. KP Law response to the complaint
4. Public Records summary
5. Public Records requests
6. Response to Public Records request

Open Meeting Law Complaint

The purpose of this meeting was to discuss an Open Meeting Complaint dated July 16, 2021 filed by Mark Barbadoro against the Personnel Board. All Board members present acknowledged receipt of the Open Meeting Law Complaint.

Board members discussed the allegations of the complaint that generally stated that the Personnel Board was required to either record the meeting of June 29th or to provide a transcript of the meeting.

The Board reviewed a response prepared by Town Counsel who opined that the OML does not require an alternative means of access to a public meeting when the meeting is held in-person and is open and accessible to the general public. The Board agreed to add language to the letter indicating that there were four members of the public present at the June 29th meeting who provided oral and written comments.

Anne moved: to authorize the Chair to work with Town counsel to finalize the Board's response to the Open Meeting Law complaint filed by Mark Barbadoro consistent with the Board's discussion today, and to issue such response to Mark Barbadoro and the Division of Open Government in response to the complaint. The motion was seconded by Abby. It was approved unanimously.

Public Records Requests

Susan indicated that the Town Clerk is responsible for all public records requests, but because some of the requests related to the Personnel Board, she wanted to bring this information forward. Susan summarized the specific requests made by Mark Barbadoro dated:

- July 7, 2021
- July 8, 2021
- July 11, 2021 (two separate requests)
- July 12, 2021

The Board discussed the letter dated July 21, 2021 sent by Town Clerk, Rebecca Harris to Mark Barbadoro. This letter explains the process for searching each of the requested documents, an estimate of the time the search would take, and the fee associated with the search that would be charged to Mr. Barbadoro.

Rajon Hudson, ATA indicated that final decisions relating to the public records requests were pending.

Meeting Adjourned at 7:52 AM

Abby moved to adjourn, and Anne seconded. Approved unanimously.

NEXT MEETING: August 24, 2021 at 7:30 AM.

Per the rotation schedule, Abby will take the minutes for August 2021.

Respectfully Submitted,
Anne McNeece