

**DALTON
FIRE
DISTRICT**

(413) 684-6118 Treasurer
(413) 684-6124 Water
(413) 684-0500 Fire
(413) 684-6126 Fax

20 FLANSBURG AVENUE
DALTON, MA. 01226

DALTON FIRE DISTRICT BOARD OF WATER COMMISSIONERS' MEETING

TUESDAY AUGUST 19, 2024

Present: Chair Jim Driscoll, Camillus Cachat, Michael Kubicki, Clerk Melanie Roucoulet,

Jim Driscoll called meeting to order at 1:00 pm.

Executive Session:

Roll Call

James Driscoll – Aye
Camillus Cachat – Aye
Michael Kubicki - Aye

- After reading the Open Meeting Law complaint issued by Christian Tobin on August 1, 2024 the commissioners discussed a corrective plan so that these issues will not happen again. Melanie Roucoulet will write a letter to the Attorney General's office and explain the district's corrective action plan.

Jim Driscoll moved to adjourn the meeting at 1:22 pm.

Respectfully submitted,

Melanie Roucoulet

Melanie Roucoulet
Treasurer/Clerk

From: Melanie Roucoulet
Sent: Saturday, August 24, 2024 2:14 PM
To: Goodman, Elisabeth C.
Subject: Open Meeting Law Complaint
Attachments: Open Meeting Complaint 1.pdf

Elisabeth,

Attached please find Open Meeting Complaint #1 from Christian Tobin.

During our meeting regarding the complaints the commissioners responses are listed below...

1. The Commissioners usually come into my office to discuss if any New Correspondence with me before the meeting and also to sign all of my Treasury and Payroll Warrants. Moving forward they will make sure that they will stay in different areas of the building before each meeting.
2. According to Massachusetts Records Retention Schedule Database, 01.080 Open Meeting Law: Recordings of Meetings for Use in Drafting Minutes:
"Retain until final minutes are approved or administrative use ceases, whichever occurs later. Includes any audio or visual recording of a meeting by the public body or authorized by the public body. This includes recordings by public bodies to use as an aide in drafting the final version of meeting minutes. This does not include recordings made by persons attending the meeting who wish to record a meeting for their own purposes."
3. Public Meetings are held upstairs but if a resident with disabilities shows up the meeting would be moved down to the bay where our Annual meetings are held.

Sincerely

Melanie

Melanie Roucoulet
Treasurer/Clerk
Dalton Fire District
20 Flansburg Ave, Dalton MA, 01226
(413)684-6118 ext. 2

Dear Christian Tobin:

We understand that on August 13, 2024, you filed a complaint with the Dalton Fire District ("District") alleging a violation of the Open Meeting Law, G.L. c. 30A, §§ 18-25. The District is required to notify our office of the complaint and any remedial action taken to address the complaint. G.L. c. 30A, § 23(b); 940 CMR 29.05(5). Our office received notification and a response from the District on August 24, 2024.

Under the Open Meeting Law, our office may only review your complaint after 30 days have passed from the time you first filed your complaint with the District. G.L. c. 30A, § 23(b); 940 CMR 29.05(7). After 30 days have passed since you filed your complaint with the District, you may file a request with our office for further review of your complaint.

Thirty days have now passed since you first filed your complaint with the District. You may file a complaint with our office for further review up until 90 days have passed since the alleged violation date. If you wish to request further review of your complaint, we must receive your request for further review and a copy of the initial complaint by **November 6, 2024**. If we do not receive a request from you for further review by that date, we will presume that the action taken by the District was sufficient and will close the file.

Please feel free to contact us if you have any questions about the Open Meeting Law complaint process.

Sincerely,

Natalie Reyes (she/her/hers)

Paralegal

Division of Open Government

Massachusetts Office of the Attorney General

This e-mail is sent by the law firm of Cain Hibbard & Myers PC and may contain information that is privileged or confidential. If you are not the intended recipient, please delete the e-mail and notify us immediately by return email. INTERNET FRAUD WARNING: Please check the authenticity of any email you receive relating to the payment of monies in this matter. Should you have any doubts, please contact us by telephone immediately for verification.