

Holbrook Board of Selectmen

Minutes of the Regular Session of

Tuesday, June 14, 2011

Present: Timothy J. Gordon, Chairman  
Matthew V. Moore, Vice-Chairman (Arrived at 7:15 pm)  
Brinsley A. Fuller, Clerk  
Richard B. McGaughey, Associate

Absent: Kevin J. Sheehan, Associate

In attendance: William J. Phelan, Interim Town Administrator  
Thomas R. Cummings, Superintendent of Public Works  
Marjorie E. Godfrey, Selectmen's Secretary

The meeting was called to order at 7:00 pm by Chairman Gordon, in the Selectmen's Meeting Room, 50 North Franklin Street, Holbrook, MA 02343, and began with the Pledge of Allegiance.

MINUTES:

MOTION: By Mr. McGaughey, second by Mr. Fuller, to approve the minutes of the regular session of May 3, 2011, as printed

VOTE: 3:0

MOTION: By Mr. Fuller, second by Mr. McGaughey, to approve the minutes of the regular session of May 10, 2011, as printed

VOTE: 3:0

MOTION: By Mr. McGaughey, second by Mr. Fuller, to approve the minutes of the executive session of May 10, 2011, as printed

VOTE: 3:0

The Chairman announced the recent passing of MRS. MARION G. COLBURN and MR. HARRY J. HOPCROFT, long-time residents who each served the town on various boards for many years. Mrs. Colburn was most well known as the chairman of the Historical Commission from 1978 – 2011, and the initiator of the Holbrook Festival of Lights from 1978 to the present. Mr. Hopcroft was a former member of the Finance Committee, the Permanent Cable TV Advisory Committee, and the Town Government Study Committee.

Mr. Phelan provided an update on the status of the proposed Tri-Town WATER TREATMENT FACILITY. A meeting has been held with the representatives of Aquaria Water, and there is no longer a \$25,000 buy in fee. Mr. Phelan responded to a recent letter from Braintree Mayor Joseph Sullivan about a tri-town water treatment plant and told him that Holbrook will be taking six weeks to look at the options available. He suggested that the town could consider hiring a consultant to assist with the decision, and noted that Camp Dresser & McKee represents Holbrook, but also represents Tri-Town Water. Mr. Phelan will contact another engineering firm. Mr. Gordon concurred that it is not an easy process comparing the options, and that the town should go forward and find out what a good cost analysis would cost. The Board agreed.

Mr. Phelan explained that he has contacted the Dept. of Revenue and the town's auditors about the use of money to fund TEMPORARY SUMMER HELP for the Public Works Department, and it was determined that it is not feasible to use 2011 funds. The only option is to use fiscal 2012 funding. It was discussed that the wage could be \$10.00 per hour, and that approximately 6 people could be hired for about 20 hours per week. The openings will be posted.

Town Accountant Cynthia Brennan requested an APPROPRIATION TRANSFER in the amount of \$1,330.12 from Town Accountant Salaries 01-135-5113-000 to Town Accountant General Expense 01-135-5421-000, in order to pay for the lease of a new printer and other expenses.

MOTION: By Mr. McGaughey, second by Mr. Fuller, to approve the Appropriation Transfer in the amount of \$1,330.12 from the Town Accountant's Salary line to the Town Accountant's General Expense line, as presented

VOTE: 4:0

The Chairman indicated that several requests to CARRY OVER UNUSED VACATION from FY11 into FY12 were received from employees for the approval of the Board of Selectmen, as per the Personnel By-Law.

MOTION: By Mr. Moore, second by Mr. McGaughey, to grant the requests for Vacation Carry-Over, as submitted:

Marjorie Godfrey, Selectmen's Secretary, 10 days  
Laurice Hedges, Animal Control Officer, 5 days  
Edward J. O'Brien, Fire Chief, 7 days  
William D. Marble, Jr., Chief of Police, 7 days  
Benjamin Ecord, Supervisor, Public Works, 8 days  
Thomas R. Cummings, Superintendent, Public Works, 15 days

VOTE: 4:0

Chairman Gordon announced that the 7:15 pm hearing on the application of SOUTH SHORE POKER CLUB, INC. for a General on Premise Wine and Malt Beverages License at 27 Maple Ave. has been postponed to a later date.

Mr. Phelan presented the Board with ENERGY SAVINGS PLANS for the Town Hall and the Council On Aging (COA). An independent contractor for National Grid surveyed the buildings and provided the town with suggestions for reducing the electric bills on these properties and the Public Library, and Mr. Phelan reviewed the suggestions and the associated cost. The Town's share of the energy efficient improvements is approx. 30%, and National Grid will cover approx. 70%. The improvements will pay for themselves in 11 months for the COA and 16 months for the Town Hall. The Town's share of the cost will be paid back on an interest free basis.

MOTION: By Mr. Fuller, second by Mr. McGaughey, to approve the implementation of the National Grid Energy Savings Plan for the Town Hall and the Council on Aging

VOTE: 4:0

Resident Mrs. Patricia Greely asked if there is a similar program for STREET LIGHTING. Mr. Phelan said there is a program allowing the town to purchase the street lights inexpensively and maintain them, and save money. He will arrange a presentation. Mr. Cummings said he has been arranging for the utility company to change the bulbs to sodium vapor as the bulbs go out and require service.

Mr. Joseph McNichols, PLS, of the Norfolk County Engineering Department was present to discuss the status of a plan of the HOLBROOK TOWN FOREST that his office prepared in 2008. He would like to see the plan and an affidavit he prepared recorded at the Registry of Deeds. The affidavit will link the title references to the plan. The plan delineates where the Town owned land begins and ends.

MOTION: By Mr. Fuller, second by Mr. McGaughey, to authorize Mr. McNichols to record the plan of the Town Forest and the related affidavit prepared by the Norfolk County Engineering, with the Registry of Deeds

VOTE: 4:0

MASS. GENERAL LAW CHAPTER 41, SECTION 100B, allows for the coverage of out of pocket medical expenses of firefighters and police officers forced to retire due to a service-related injury. Police Chief William D. Marble, Jr. said that a police officer, who was forced to retire due to an on-the-job injury is still incurring bills for the injury he received. Acceptance of this section of the law at town meeting would allow the town to cover the out-of-pocket expenses he incurs for that particular injury.

MOTION: By Mr. Moore, second by Mr. McGaughey, to approve the adoption of Mass. General Law Chapter 41, Section 100B, subject to ratification of town meeting at the next town meeting

VOTE: 4:0

Mr. Gordon said he would like to institute a BOARD OF SELECTMEN RECOGNITION PROGRAM. Following discussion about the structure of such a program, Mr. Gordon indicated he would put something together for the Board's review.

Mr. Cummings provided the Board with an update on PUBLIC WORKS PROJECTS:

- All of the SRF (State Revolving Fund) projects have been completed on the water side.
- The work on UNION STREET is now in the hands of the State Dept. of Transportation (DOT).
- He met with FEMA (Federal Emergency Management Agency) regarding reimbursement for the expenses related to the SNOWSTORM January 11 – 12, 2011. Approximately \$28,500 was spent, and the Town may get back \$21,000 - \$22,000, if the expenses are accepted. He cautioned, however, that the Town is still waiting for a check for the March floods, which can take up to a year.
- A sales representative has been located in Rhode Island for the replacement of the decorative LIGHT POSTS in the Square. They cost close to \$4,000 each, and the bid is good for 60 days.
- The STREET SWEEPER is working again.
- Chairman Gordon asked about the status of the SOLAR PANEL project at the landfill. Michael Yunits, the prior Town Administrator, prepared a request for proposals (RFP) and told the company to contact Mr. Cummings. Mr. Cummings explained that the problem with the landfill is the slope and the lack of a flat area. Mr. Phelan said he is meeting with a company about a solar panel project tomorrow. It was suggested that Mr. Phelan and Mr. Cummings work together to prepare an RFP.

*Holbrook Board of Selectmen  
Minutes of the Regular Session  
Of June 14, 2011*

- Mr. Cummings said that installing a blinking light or completing other improvements at Weymouth and Pine Streets could not be funded under Chapter 90 until the improvements recommended in the study done last year have been certified by a traffic engineer. Discussion took place regarding the minor changes that have been made and whether they have improved the safety of the intersection.

MOTION: By Mr. Moore, second by Mr. Fuller, to allow the Public Works Superintendent to engage a traffic engineer to certify the results of the state study done last year

VOTE: 4:0

The paper recycling program that the ECOLOGY CLUB at the South School participates in was discussed briefly. It was discussed that a letter should be sent to the School Department encouraging the Ecology Club to use this program as a business lesson and increase the program to include the Town.

HOLBROOK PRIDE DAY (May 28, 2011) was discussed as an overwhelming success. The Memorial Day Parade, the streets, and Mary Wales Holbrook Park looked great because of the volunteers who worked to make it happen. All volunteers were thanked, including the eight World War II veterans who participated in the parade, the Norfolk County Sheriff's Office, Mr. Leonard Curreri, and the Co-Chairs of Pride Day, Mrs. Patricia Greely and Mr. David Reilly. The first meeting to organize next year's parade will be held this July or August. The last meeting about the 2011 parade will be held on June 22, 2011 at 7:00 pm at the American Legion Post.

The Chairman announced that the Board will be signing the contracts for the traffic signalization at King Road and South Franklin Street, near the Public Safety Building. The Board voted to approve the contract at a prior meeting.

MOTION: At 8:10 pm, to adjourn to executive session to discuss the discipline or dismissal of or complaints or charges brought against a public officer, employee, staff member or individual, to discuss strategy as it relates to collective bargaining with union personnel (Fire), and to discuss strategy as it relates to litigation in a Land Court case, and not return to open session.

ROLL CALL VOTE: Mr. Fuller – Yes  
Mr. McGaughey – Yes  
Mr. Moore – Yes  
Mr. Gordon – Yes

---

Brinsley Fuller, Clerk

Documents:	Beer & Wine License Application docs (not used at meeting)
Agenda	Energy Savings Plan for Town Hall & Council on Aging
Draft minutes	Plan of Town Forest & affidavit
List of Colburn and Hopcroft service	Request to accept MGL 41 S100B
Appropriation Transfer request	Vacation carry-over requests

*Holbrook Board of Selectmen  
Minutes of the Regular Session  
Of June 14, 2011*