

Holbrook Board of Selectmen

Minutes of the Regular Session of

Tuesday, August 9, 2011

Present: Timothy J. Gordon, Chairman
Matthew V. Moore, Vice-Chairman (Arrived at 7:10 pm)
Brinsley A. Fuller, Clerk
Richard B. McGaughey, Associate
Kevin J. Sheehan, Associate

In attendance: William J. Phelan, Interim Town Administrator
Benjamin Ecord, Supervisor, Public Works Department
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. Sheehan, to accept the minutes of the regular session of July 12, 2011, as printed

VOTE: 3:0:1 (Mr. Fuller abstained)

MOTION: By Mr. McGaughey, second by Mr. Sheehan, to accept the minutes of the executive session of July 12, 2011, as printed

VOTE: 3:0:1 (Mr. Fuller abstained)

The minutes of July 26, 2011 will be considered at the next Selectmen's meeting.

The Chairman expressed the Board's condolences following the recent death of MR. RUDOLPH "RUDY" MOSESSO, who was an active member of the community, having served on the Planning Board and as a town meeting member.

TOWN ADMINISTRATOR'S REPORT:

Mr. Phelan said that the abandoned property at 7 ARNOLD STREET came to the attention of the Board of Selectmen last week after the residents in that area went to the Board of Health about the condition of the home. The house was declared condemned by the Building Inspector and the Board of Health declared it a health hazard. Due to the serious nature of the situation, the town took immediate steps to clear the brush and hire an exterminator for the rodents on the property. The building should be boarded up by the end of the week. Mr. Phelan commended Selectman McGaughey for his swift action as soon as the situation became known. William Murphy, the Health Agent, has been working in conjunction with the Board of Selectmen to remedy the situation. Mr. David Reilly, a member of the Board of Health was recognized for overseeing the situation. The Finance Committee has been notified about this unique emergency situation.

It was discussed that, especially in this economic time with an increase in the foreclosure rate, an inventory should be done of properties that are structurally unsound, or where a bank may own the property but is not maintaining it at a respectable level.

Mr. Phelan reported that the TRI TOWN WATER COMMISSIONERS are planning a mid-August meeting, and it is anticipated that the RANDOLPH/HOLBROOK JOINT WATER BOARD will have a meeting prior to the Tri Town meeting.

The Interim Town Administrator said that the PERMANENT SCHOOL BUILDING COMMITTEE met and correspondence has been sent to the towns of Braintree, Abington, and Avon regarding pooling resources. Mr. Gordon asked Mr. Phelan to work with Mr. George O'Neill of the Permanent School Building Committee to reach out to Katherine Craven, the Executive Director of the Massachusetts School Building Authority. Mr. Phelan said he has contacted Rep. Ronald Mariano, and advised the Selectmen that Superintendent Joseph Baeta may be contacting Ms. Craven.

The Chairman asked Supervisor Ecord to contact Mrs. Stuart of MAGNOLIA ROAD in response to her concern about the sand that collects in the roadway. Mr. Ecord explained that he is familiar with the issue, which is expected to continue until the road is paved in the area of a partially-built new home.

Mr. Stephen Olson, P.E., a principal of ENVIRONMENTAL PARTNERS GROUP, INC., addressed the Board about his company's proposal to create an evaluation of the town's WATER SUPPLY ALTERNATIVES, including the Mass. Water Resources Authority (MWRA), purchasing water from Aquaria Water through the City of Brockton, the towns of Randolph and Holbrook jointly building a treatment plant, or continuing with the Tri Town Water system and building a treatment plant including Braintree, Randolph and Holbrook. Mr. Olson discussed his experience in the field and said he has been working with Braintree for 8 years. Environmental Partners would figure out the project needs and costs, including any infrastructure and the management of the operation. The towns would have to develop the cost sharing agreement themselves. They will note side issues, i.e. water quality, including fluoride, phosphate, or chlorine. Mr. Olson said they could address the cost of dredging, but that is not included in the proposal before the Board. Mr. Phelan received the recommendation of Environmental Partners from Mr. Mark Abrahams of the Abrahams Group. The cost of the analysis is \$3,000. Mr. Phelan said he spoke to Mr. David Murphy, the Town Manager in Randolph, and Joint Water will pay for the cost of the study. Mr. Phelan will contact Councilor Richard Brewer, the Joint Water Board member from Randolph. Discussion took place about separating the costs associated with the supply of water, and Mr. Olson said he will be showing the budget for labor, chemicals and maintenance. Mr. Phelan explained that the town's debt related costs are for the distribution system.

MOTION: By Mr. Fuller, second by Mr. McGaughey, to hire Environmental Partners Group, Inc. to do an evaluation of the water supply alternatives as per their proposal dated July 28, 2011, at a price not to exceed three thousand dollars (\$3,000.00)

VOTE: 3:0

Mr. Olson indicated that the evaluation would take about 6 weeks to complete.

AMBULANCE ABATEMENTS:

Fire Chief Edward J. O'Brien explained that these are routine abatements based on medical billing limitations.

MOTION: By Mr. Fuller, second by Mr. McGaughey, to approve and accept the ambulance abatements for the quarter including January 1, 2011 through March 31, 2011, in the amount of \$67,245.68, as itemized in the letter from Chief Edward O'Brien

VOTE: 5:0

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MOTION: By Mr. Fuller, second by Mr. Sheehan, to approve and accept the ambulance abatements for the quarter including April 1, 2011 through June 30, 2011, in the amount of \$60,572.35, as itemized in the letter from Chief Edward O'Brien

VOTE: 5:0

Fire Chief Edward J. O'Brien and Police Chief William D. Marble, Jr., were present to discuss a NEW RADIO TOWER AT THE PUBLIC SAFETY BUILDING. Chief O'Brien explained that there are limitations on the existing tower, and a grant is available from the Southeast Region for a new tower that will save the town on annual operating costs. The current tower, which is 100 feet tall, will be replaced by a 150 foot tower that will be placed tighter to the building and have no lights on it. The town could look at commercial uses or rentals. Chief O'Brien asked that the Board support the concept of the project, pending permitting.

MOTION: By Mr. Fuller, second by Mr. McGaughey, to support the concept of a new radio tower at the Public Safety Building

VOTE: 5:0

Chief O'Brien explained that because an agreement has been reached with the Police Union that the officers will no longer be responsible for DISPATCHING, the civilian Fire dispatchers are training to do the Police dispatching. This action will get more police officers on the street. With an agreement in place that has been ratified by town meeting, the town can now solicit other towns to join Holbrook in a regional dispatch concept. If Holbrook's goal of soliciting other towns is met by July 1, 2012, the cost benefit could be tremendous because the funding available increases with each community that joins. The Chief explained that Holbrook is ahead of the curve, but there is a limited window, and some other towns have already formed partnerships. A discussion took place regarding the funding that will be necessary to pay for the civilian dispatchers. Chief Marble explained that this process is the way the town can provide more services and get the police officers off the desk. Chief O'Brien said the amount needed will depend on when and how many other communities join Holbrook. Mr. Phelan explained that under a new law, it would cost the town approximately \$118,000 to train the police officers if they stay on dispatching on July 1, 2012. He indicated that Chief Marble returned \$94,000 from his budget at the end of fiscal 2011 that could potentially be used. Chief O'Brien said \$250,000 was appropriated for the existing operation, but four additional people will need to be hired. The Police will be phased out of dispatch over this fiscal year, with the transition complete by July 1, 2012. Chief O'Brien said this is a regional effort through Norfolk County.

Emergency Management Director Richard Reuss asked for the Board's approval of a Memorandum of Understanding making Holbrook the host community for a REGIONAL SHELTERING CACHE for Norfolk County through the Southeast (MA) Homeland Security Regional Advisory Council (SRAC). The Southeastern Regional Planning & Economic Development District (SRPEDD) would provide the town with a 14 foot trailer with 100 cots, 200 blankets, and assorted supplies. As the host, Holbrook would be entitled to use the supplies first, if needed, and would be expected to keep an inventory. Other towns using the supplies would be charged to replenish them. Mr. Reuss indicated that they would like to store the trailer at the upper compound because of the video surveillance on site.

MOTION: By Mr. McGaughey, second by Mr. Fuller, to accept the Memorandum of Understanding relative to the Governance and Operation of Regional Sheltering Caches between the Southeast Homeland Security Regional Advisory Council (SRAC), the Southeastern

Regional Planning & Economic Development District (SRPEDD) and the Holbrook
Emergency Management Agency

VOTE: 5:0

Mr. John Murphy, a resident of SPRING LANE spoke about the effect of a long-term drainage issue on that street and asked the status of the improvements that need to be done to rectify the situation. Mr. Phelan said the town did a Street Acceptance Plan of Spring Lane and had it recorded at the Registry of Deeds. The acceptance was completed in February 2011 with the recording. The Chairman asked Mr. Ecord about the matter, and he indicated that the Public Works Department could address the issue. The Acceptance Plan will be located. This issue will be discussed again at the next meeting.

Mrs. Connie Orlando, the Council on Aging Coordinator, was before the Board about her VACATION CARRYOVER. As an employee under the Salary Administration Plan, it is required that the Board of Selectmen vote to allow her to carry over her unused vacation time at the end of each fiscal year. She presented a request to have 73.5 or 441 hours carried into fiscal 2012. The Board asked for documentation showing Mrs. Orlando's computation. The matter will be addressed at the next meeting.

Mr. Phelan said that a lot of work was done by the members of the most recent TOWN GOVERNMENT STUDY COMMITTEE, which was dissolved at town meeting. The work that was done toward forming a town charter is still available, and is nearly complete. He asked for direction from the Board on how they would like to proceed, suggesting that another committee could be formed, or the report could be distributed and recommendations made to town meeting. Discussion took place about the options for moving forward. Kevin Costa, the former chairman of the dissolved committee, suggested that an independent board, not an advisory committee, would need to be created or town meeting could establish the committee. This subject will be discussed at the next meeting.

The Board discussed the renewal of INTERIM TOWN ADMINISTRATOR William Phelan's EMPLOYMENT AGREEMENT for three additional months. The Chairman indicated that the contract grants one vacation day earned per month. Mr. Phelan had requested an increase in the allowed vacation time, from 6 days in 6 months to 10 days in 6 months.

MOTION: By Mr. McGaughey, second by Mr. Fuller, to renew the employment agreement between the Town of Holbrook and William Phelan as Interim Town Administrator for three months, from July 1, 2011 through September 30, 2011, adjusting Item #6, Vacation, from one day to 1.5 days per month

VOTE: 5:0

Mr. Fuller said the TOWN ADMINISTRATOR SEARCH ADVISORY COMMITTEE has narrowed the list of applicants for the job down to twelve. They will continue to narrow the number to between five and seven. It is anticipated that the Selectmen will interview candidates in September.

APPOINTMENTS:

The Planning Board has notified the Selectmen that they have voted unanimously (3:0) to recommend Mr. Gerald Graham to fill the vacancy in the Associate's position on the Planning Board.

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MOTION: By Mr. McGaughey, second by Mr. Fuller, to appoint Mr. Gerald Graham as the ASSOCIATE member of the PLANNING BOARD with a term to expire on June 30, 2012

VOTE: 5:0

MOTION: By Mr. Sheehan, second by Mr. Moore, to appoint Mr. Dale Lewis to the TOWN FOREST COMMITTEE with a term to expire on June 30, 2014

VOTE: 5:0

The Town Clerk was contacted regarding the residency of Ms. Nancyanne M. Noone. Ms. Noone is a registered voter at 35 Kalmia Road.

MOTION: By Mr. Moore, second by Mr. Fuller, to appoint Ms. Nancyanne M. Noone to the SELF EVALUATION STEERING COMMITTEE FOR HANDICAPPED ACCESSIBILITY with a term to expire on June 30, 2012

VOTE: 5:0

MOTION: By Mr. McGaughey, second by Mr. Fuller, to appoint Mr. Paul Callinan as the Board of Health's Representative on the LOCAL EMERGENCY PLANNING COMMITTEE, with a term to expire on June 30, 2012

VOTE: 5:0

Public Works Supervisor Benjamin Ecord reported that the hydrants are being painted, a new stockade fence has been installed at the Sumner Field, the crosswalks are being painted, and the street cleaning is continuing. Mr. Phelan said Route 139 is to be repaved using some Federal earmark funding, and the status of the engineering will be addressed at the next meeting. Mr. Ecord will contact Mr. Al Kerr regarding improvements to the Sean Joyce Field that will be paid for by the Sean Joyce Foundation.

MOTION: At 9:25 pm, by Mr. Moore, second by Mr. Fuller, to adjourn the meeting

VOTE: 5:0

Brinsley A. Fuller, Clerk

Documents:

Agenda

Draft minutes

Proposal from Environmental Partners

Ambulance abatements (2 quarters)

E-mail from Chief O'Brien re radio tower

MOU re regional sheltering cache

E-mail re Spring Lane & excerpt from 2/8/11 meeting

Unused vacation info from Connie Orlando

Employment agreements – William Phelan & Michael Yunits

(4) requests for appointment

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