

Holbrook Board of Selectmen

Minutes of the Regular Session of

Tuesday, August 14, 2012

Present: Timothy J. Gordon, Chairman  
Brinsley A. Fuller, Vice-Chairman  
Kevin J. Sheehan, Clerk  
Richard B. McGaughey, Associate  
Matthew V. Moore, Associate (Arrived at 7:05 pm)

In attendance: William J. Phelan, Town Administrator  
Marjorie E. Godfrey, Assistant Town Administrator  
Benjamin Ecord, Supervisor, Public Works

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. Fuller, second by Mr. McGaughey, to approve the regular session minutes of July 10, 2012, as printed

VOTE: 4:0

MOTION: By Mr. Sheehan, second by Mr. Fuller, to accept the executive session minutes of July 10, 2012, as printed

VOTE: 4:0

CITIZEN CONCERNS: None

It was announced that there will be an ELECTRONIC WASTE COLLECTION EVENT on Saturday, August 25, 2012, from 8 am to 1 pm, behind the Town Hall.

TOWN ADMINISTRATOR'S REPORT:

Mr. Phelan reported that:

- o There will be a Tri Town Water Board meeting on August 15<sup>th</sup> to discuss the water supply options available to the three towns.
- o The town hall computers were down on Monday, August 13<sup>th</sup>. It turned out to be nothing serious, but getting proposals for disaster recovery is important.
- o There was a meeting of the Avon and Holbrook Boards of Selectmen. The Boards voted to file a grant application in to the state to study school regionalization.

Ms. Thelma J. Douglas, 15 Woodland Road, requested a permit for a BLOCK PARTY on September 8, 2012 from 1:00 to 5:00 pm. The Fire and Police Chiefs were contacted and expressed no concerns.

Ms. Douglas explained that the block party is being held to enhance cooperation among the neighbors and acquaint new neighbors on Arbor, Teed and Woodland Roads with the neighborhood. A discussion took place about the need for a police detail, and Ms. Douglas was informed that it was not required on those side streets where there is light traffic.

- MOTION: By Mr. Fuller, second by Mr. McGaughey, to grant a permit for a block party to Ms. Thelma J. Douglas, for September 8, 2012, with the following stipulations:
- o That the hours of the party be 1:00 pm to 5:00 pm
  - o That the Town's Emergency Communications Department be notified on the morning of the event to confirm that it is to go on as scheduled, and at the conclusion of the event
  - o That the street be blocked by moveable barriers
  - o No alcoholic beverages are to be consumed, stored, or displayed in the street. All age limits on consuming alcoholic beverages must be adhered to at all times
  - o There are to be no bonfires or any other outside non-cooking fires
  - o Upon the conclusion of the event, all barriers, trash, etc. are to be removed from the street
  - o It is recommended by the Fire Department that all parking be on one side of the street
- VOTE: 5:0

The Board considered the AMBULANCE BILL ABATEMENTS submitted by Fire Chief Edward J. O'Brien.

- MOTION: By Mr. Moore, second by Mr. Fuller, that the Board of Selectmen accept the April 1, 2012 through June 30, 2012 abatements in the amount of \$96,759.32, as submitted by Fire Chief Edward O'Brien
- VOTE: 5:0

Richard Reuss, the Emergency Management Director, submitted contracts from Mass. Emergency Management (MEMA) for additional REIMBURSEMENT of expenses incurred by the town relative to TROPICAL STORM IRENE on August 28, 2011. Reimbursement, in the amount of \$9,526.61, reflects 75% of the additional approved expenses.

- MOTION: By Mr. Fuller, second by Mr. Moore, to authorize the Chairman to execute contract documents with Massachusetts Emergency Management for additional reimbursement of expenses from Tropical Storm Irene on August 28, 2011
- VOTE: 5:0

Town Clerk Jeanmarie Tarara advised that Ms. Barbara Lloyd, who was re-appointed in July to the Self-Evaluation Steering Committee/Handicapped Accessibility, has moved out of town and does not want to serve on that committee.

- MOTION: By Mr. Moore, second by Mr. Fuller, to rescind the appointment of Ms. Barbara Lloyd to the Self-Evaluation Steering Committee/Handicapped Accessibility, with the term to expire on June 30, 2013
- VOTE: 5:0

Mr. Moore asked for a status on the report required by the Department of Conservation and Recreation (DCR) relative to the LAKE HOLBROOK DAM. Mr. Phelan will follow up with Tighe & Bond, the engineers who have been hired to respond and meet the requirements of the DCR.

**JOINT MEETING TO FILL A VACANCY ON THE LIBRARY BOARD OF TRUSTEES:**

**Present:** Trustees Jeffrey Farash & Marianne Morelli, and candidate Joe D. Cowdry

**MOTION:** By Mr. Fuller, second by Mr. Sheehan, to open the joint meeting with the Public Library Board of Trustees to fill a vacancy on the Board of Trustees until the Annual Town Election in April 2013

**VOTE:** 7:0

A letter of resignation was received from Ms. Mary Kwiatkowski, creating the vacancy. Ms. Morelli introduced Mr. Cowdry. Mr. Cowdry explained that he has lived in Holbrook for ten years, and volunteers at the Library, which he described as a valuable resource for all residents.

**MOTION:** By made and seconded, to appoint Mr. Joe D. Cowdry to fill the vacancy on the Library Board of Trustees until the Annual Town Election on April 2, 2013

**ROLL CALL VOTE:** Mr. Fuller – Yes  
Mr. Sheehan – Yes  
Mr. McGaughey – Yes  
Mr. Moore – Yes  
Ms. Morelli – Yes  
Mr. Farash – Yes  
Mr. Gordon – Yes

**MOTION:** At 7:20, to adjourn the joint meeting

**VOTE:** 7:0

Mr. Michael Karnes, a Crew Coordinator for JUST ENERGY, was present with Mr. Patrick Bench, the Vice-President of Public Affairs for Rasky Baerlein Strategic Communications, seeking a permit to SOLICIT DOOR TO DOOR on behalf of Just Energy.

Mr. Gordon stated that he will abstain from this request.

Mr. Karnes explained that Just Energy is an electricity supplier, supplying green energy. They would like to speak to residents in person about the restructuring related to this utility and offer them competitive pricing. All those soliciting will wear a company identification card.

Mr. McGaughey said he does not believe in door-to-door sales. Mr. Moore noted that this would provide an opportunity for residents to get green energy.

It was discussed that under the town by-laws, soliciting is limited between sunrise and sunset, and never to be conducted on Sundays or legal holidays. The Police Department must be notified of when and where soliciting will take place. All canvassers are to wear picture identification and clothing that indicates that they represent Just Energy.

**MOTION:** By Mr. Sheehan, second by Mr. Moore, to grant Michael Karnes of Just Energy, a permit for house soliciting in compliance with Section 5-4 of the General By-Laws

**VOTE:** 3:1:1 (Mr. McGaughey against; Mr. Gordon abstained)

The TOWN GOVERNMENT STUDY COMMITTEE (TGSC) presented draft version 5.02 of a proposed town CHARTER.

**Present:** Town Government Study Committee members: Kevin Costa, Chairman; Frederick White, Stephen Gallagher, Alexander Mann, James Taggart and Vincent Digiacommo

Mr. Costa explained the history of this committee, and highlighted some of the proposed changes in the structure of the town's government. Positions would be created for a chief financial officer, a chief operating officer, a town manager, a financial director, and a human resources director. The inspectional services departments would be united into one department. The TGSC would like feedback from the department heads and the public. The proposed charter will then go to an upcoming town meeting, through the state legislature and the governor, and will be voted on at an upcoming town election. The TGSC anticipates the charter to become effective July 1, 2013.

Discussion took place regarding how to proceed with the process. It was decided that the TGSC would present the document, page by page, at the next Selectmen's meeting, and the department heads would be invited to that meeting.

Mr. Ecord presented updates from the PUBLIC WORKS DEPARTMENT:

There are bid openings scheduled for the paving of ABINGTON AVENUE and for CRACK FILLING. Interim improvements have been made at the intersection of WEYMOUTH, PINE AND SYCAMORE STREETS, including stop signs, the painting of the crosswalks, and an increase in the size of the blinking lights. Mr. Moore suggested that accident data should be compiled with the new improvements in place to compare to the historical data and determine if the data has changed. Mr. Phelan said that will be part of the data that will be gathered by the engineers. Norfolk County Traffic Engineers will be contacted to do a traffic study. It was discussed that this intersection is eligible for the Transportation Improvement Program (TIP), and a project number has been issued. Mr. Phelan said that the cost of the improvements are estimated at \$1 million. Now, the project needs to be recommended by the Metropolitan Planning Organization (MPO). The way the TIP works, large projects make the list, but when they are not ready on time, they look for smaller ones to fill the gaps. The goal is to have this project shovel ready.

Mr. Sheehan reported that Abington Ave. will be taken care of this year. In the spring, it is anticipated that Quincy Street, Linwood Street, North Shore and Beach Roads will be improved.

The TOWN HALL/FIRE STATION renovation project is on hold at this time because the Sheriff's Department is working on a project in Braintree.

Mr. Gordon and Mr. Ecord met recently and went over the patio improvements at the Sumner Field.

Mr. Phelan reported that a positive meeting was held recently with the Board of Selectmen in Avon relative to pursuing a grant to study REGIONALIZING the SCHOOLS. The Massachusetts School Building Authority (MSBA) and the Department of Elementary and Secondary Education (DESE) originally told the town to conduct an educational study, which has not yet been completed. The Permanent School Building Committee (PSBC) is moving forward with the MSBA toward a school building project. Mr. Phelan said that the enrollment projections made by the state show that the numbers will decline going forward, making it appropriate to reach out to Avon. It is expected that the educational study information will make the picture clearer so that the decision can be made with clarity. Mr. Gordon said that no information was brought to town meeting so that town meeting members could make an informed decision when the non-binding vote was taken on a school project. The Chairman of the Avon Board of Selectmen also mentioned at the joint meeting that Avon residents had no information on what they were being asked to vote on at their town meeting either. The MSBA has informed Chairman Gordon that the town can do a parallel path study. It was mentioned that 59 students were enrolled and 41 graduated in 2012. It is projected that only 48 will be enrolled in 2016.

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MOTION: At 8:30 pm, to adjourn to executive session to discuss strategy with respect to collective bargaining with union employees (Clerical) and not return to open session

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

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Kevin J. Sheehan, Clerk

Documents:  
Agenda  
Draft minutes  
E-waste collection notice  
Block party request  
Ambulance abatement request  
Contracts with MEMA for reimbursement  
Library Trustee request and nomination  
Application from Just Energy