

Holbrook Board of Selectmen

Minutes of the Regular Session of

Tuesday, September 11, 2012

Present: Timothy J. Gordon, Chairman  
Brinsley A. Fuller, Vice-Chairman  
Kevin J. Sheehan, Clerk  
Richard B. McGaughey, Associate  
Matthew V. Moore, Associate

In attendance: William J. Phelan, Town Administrator  
Benjamin Ecord, Supervisor, Public Works Department

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 and a brief reflection on the enormous loss the country suffered on September 11, 2001. Senior Pastor Dennis A. Bauder, of Brookville Baptist Church, offered a prayer.

MINUTES:

MOTION: By Mr. Sheehan, second by Mr. Fuller, to approve the minutes of the joint meeting with Avon on August 8, 2012, as printed

VOTE: 5:0

MOTION: By Mr. Moore, second by Mr. Fuller, to approve the minutes of the regular session of August 14, 2012, as printed

VOTE: 5:0

MOTION: By Mr. Sheehan, second by Mr. Fuller, to accept the minutes of the executive session of August 14, 2012, as printed

VOTE: 5:0

ANNOUNCEMENTS:

Mr. Gordon read a performance review of Planning Board Clerk NANCY MCLELLAN, prepared by Planning Board member Christopher Golden acknowledging and recognizing Ms. McLellan's work for the Board.

State SENATOR JOHN F. KEENAN will hold office hours at the Town Hall from 6:00 to 7:00 pm on Tuesday, September 25, 2012.

Fall YARD WASTE COLLECTION days have been scheduled for the Saturdays of October 27 and December 8, 2012.

There will be a BULKY ITEM & WHITE GOOD COLLECTION the week of November 5 to 9, 2012.

CITIZEN CONCERNS:

Ms. Linnea McFadden, a resident of South Street, asked that the Board have SIDEWALKS installed on the even side of South Street, from Rockwood Street to the railroad tracks at the Randolph line.

**TOWN ADMINISTRATOR'S REPORT:**

Mr. Phelan reported that there is a lot of activity recently with the purchase of Public Works equipment, paving projects, and the solar panel project moving forward. He explained that money has been appropriated for water main projects, but the money has not been borrowed. Mr. Phelan advised that the public should be heard about the water pressure and the rust on Union Street with the engineer present. Mr. Gordon indicated that when the WEYMOUTH STREET project is done, the sidewalks should be included.

Mr. Gordon and Mr. Ecord will meet at the snack shack at the Sumner Field to make a decision on the installation of a PATIO area.

Mr. Phelan confirmed that Rep. Ron Mariano, Rep. Mark Cusack, and Sen. John Keenan have secured another \$100,000.00 EARMARK to be used for municipal facilities during fiscal 2013.

Mr. Ecord will get the price for the electrical work necessary at the Sumner Field.

Mr. Phelan suggested that the town implement a program to improve the roadway islands in the spring of 2013. Abington Ave. has been identified as having an island, and flowers can be installed around the new "welcome to Holbrook" sign at the Braintree line. Businesses will be encouraged to sponsor the improvements, and CDBG funding could be used this fall to buy planters.

Discussion took place relative to a location for the third "welcome to Holbrook" sign, and the subject was tabled until all the options are identified.

Mr. Phelan reported that the award letters are going out on the ABINGTON AVENUE PAVEMENT project, and there is a preconstruction meeting scheduled. This project will be completed this fall.

Mr. Ecord submitted a recommendation relative to the purchase of a STREET SWEEPER. One bid was received and opened on September 7, 2012.

**MOTION:** By Mr. Moore, second by Mr. Fuller, to accept the recommendation of Benjamin F. Ecord, Supervisor, Public Works Department, that the Board of Selectmen award the bid for one (1) new and unused sweeper with spare tires/rims options, and the purchase price of \$172,885.00, which includes the trade in of the town's 1988 Elgin Sweeper, with the total amount coming out of approved Chapter 90 funds, to the qualified bidder C.N. Wood Co, 200 Merrimac Street, Woburn, MA 01801

**VOTE:** 5:0

Mr. Ecord and the Board of Selectmen thanked Fire Chief Edward J. O'Brien for his assistance with this purchase.

Mr. Phelan explained that MR. YAUHENI MYCHKO, 23 WILLIAM ROAD, filed an application for a variance with the Zoning Board of Appeals in order to construct a front porch and roof over the back patio because the side setback is less than required under the Zoning By-Laws. Because the advertisement in the newspaper had the improper wording, only a partial variance was granted. Mr. Phelan said that since the error was no fault of Mr. Mychko, he should not have to pay the filing fee again. Mr. Mychko was present at this meeting. Mr. Phelan will work with the ZBA to make sure he does not have to pay twice to file application and to record the decision at the Registry of Deeds.

At 7:30 pm, Chairman Gordon called the JOINT MEETING with the Avon Board of Selectmen to order. It was explained that this meeting is a follow-up to the August 8, 2012 meeting when the boards voted to file an application for a SCHOOL REGIONALIZATION STUDY GRANT. The application is now ready to file.

*Holbrook Board of Selectmen  
Minutes of the Regular Session  
Of September 11, 2012*

Present: Francis Hegarty, Chairman, Robert Brady, and Steven Rose, members of the Town of Avon Board of Selectmen

Chairman Gordon asked if there were any citizen concerns. One woman said that the Selectmen were throwing the votes of town meeting out the window by filing this application. Mr. Gordon outlined the votes of the town meetings in both towns, and explained that both towns would be better served by having more information at town meeting before a vote is taken. Grants are available at this time, and the information gathered would be brought to town meeting. Mr. Hegarty explained that this is a fact-finding study to determine whether a collaboration of the two towns is feasible or not. Neither town is committed, nor is there an impact financially on either town at this time.

Mr. Moore discussed a letter from the Avon Finance Committee to the Avon Board of Selectmen expressing their outrage that the Selectmen would move forward on regionalization. Mr. Moore expressed his concern that the Avon Board of Selectmen does not have the support of its Finance Committee.

The narrative portion of the grant application was read, and it was explained that the goal is to find out the pros and cons of a regional district with various grade configurations. Mr. Phelan explained that there will be no buildings or regionalization unless the parties work together, and it is in everyone's best interest to make a decision based on the best information possible.

Mr. Hegarty explained that there has been no educational study, only building improvements have been studied. He emphasized that both communities need to deal with both the educational plan and the buildings, and that the towns owe it to the students and the teachers to provide the educational benefits available in larger towns.

Residents of both towns spoke in opposition to the grant application. One gentleman said there is nothing wrong with getting information, and the town should back doing that, but town meeting voted it down. Mr. Phelan explained the short turn around on this grant application.

One resident explained that Holbrook may have had 41 graduates in 2012, but there will be nearly 70 in 2013. Mr. Phelan explained that this year there were 59 seniors enrolled, but only 41 graduated. In 4 years, the MSBA projection indicates that only 48 will be enrolled.

Mr. Kevin Costa, Chairman of Holbrook's Finance Committee, said that although he appreciates grant money, a regional study committee should have been formed first, and town meeting should decide. A Selectman from Avon said he would like the School Committee involved in the process. Mr. Phelan said the grant is due the 14<sup>th</sup>, and the School Committee does not meet until the 18<sup>th</sup>, so there was no opportunity for a vote. Mr. Brady agreed that information gathering is not going against the town meeting vote.

With Avon having a 3-member Board, and Holbrook having a 5-member Board, it was discussed that votes relative to regionalization will be taken individually by each town's Board, not jointly by the eight Selectmen.

MOTION: By Mr. McGaughey, second by Mr. Fuller, to adjourn the joint meeting

VOTE: 8:0

Assistant Treasurer John Hoell was present on behalf of Treasurer/Collector Paul Digirolamo, seeking authorization to issue a SHORT TERM NOTE for a water project.

MOTION: By Mr. Moore, second by Mr. Fuller, to authorize the Treasurer/Collector to issue a short-term note for the water project in the amount of \$300,000.00, at 0.6%, for a one-year term

VOTE: 5:0

Mr. Phelan advised that the Department of Energy has to grant permission for the town to issue the request for proposals (RFP) for the SOLAR PROJECT. It is expected that the RFP will be released on September 26<sup>th</sup>, there will be a pre-bid conference on October 10<sup>th</sup>, and the bid will be awarded by the end of October. Mr. Phelan will research the ENERGY COMMITTEE that was established previously.

Mr. Kevin Costa, the Chairman of the TOWN GOVERNMENT STUDY COMMITTEE (TGSC), discussed the revisions that the Committee considered to since the DRAFT TOWN CHARTER was last reviewed with the Selectmen. The 60 day swearing-in requirement has been removed, but the town meeting attendance requirement was taken under advisement for further advice from town meeting members.

Mr. Phelan discussed the change to a town manager with all the authority this charter would give to one person, relative to the cost of hiring a qualified person for the job and the limited resources available in a smaller town. He said the charter change affects the Board of Selectmen the most and relates to the size of the town and the number of employees. The town hall has only a small number of employees that would be under the control of a town manager.

Mr. Costa said the TGSC debated the pros and cons of holding the town election after town meeting, instead of in April.

Mr. Costa said that the educational requirements of a town manager, which are not included in the charter, could be set by the Board of Selectmen and town meeting.

The TGSC agreed to allow the Selectmen to create certain positions as needed, instead of requiring those positions in the charter.

The requirement for a screening committee for the town manager's position will be removed, and the Board of Selectmen will not be limited relative to which candidate they can appoint.

The draft charter was primarily modeled after the Town of Medway's charter.

Mr. Costa is trying to get further information on Planning Boards and Boards of Health being appointed by the Selectmen. Mr. Gordon discussed the difficulty in getting candidates to run for elective offices.

Mr. Phelan explained that the Planning Board should be developing a master plan. Currently, each project has requirements put on it individually, which stifles progress. He supported an appointed board accountable to the Board of Selectmen.

The TGSC will be presenting the draft charter to the town meeting members at 7:00 pm on September 27<sup>th</sup>, at the Junior-Senior High School. Mr. Costa said the TGSC will report to town meeting and will keep the Board of Selectmen informed.

Mr. Phelan urged the Selectmen to vote on individual areas of the draft charter and inform the TGSC before town meeting, noting that this is a complete overhaul of the town's government.

MOTION: At 10:00 pm, by Mr. Fuller, second by Mr. Sheehan, to adjourn the meeting

VOTE: 5:0

---

Kevin J. Sheehan, Clerk

Documents:

Agenda

Announcement re: Senator Keenan

Draft minutes

Street sweeper bid recommendation

ZBA application – Mychko