

Holbrook Board of Selectmen

Minutes of the Regular Session of

Wednesday, January 9, 2013

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
Benjamin Ecord, Superintendent of Public Works
Marjorie E. Godfrey, Assistant Town Administrator

The meeting was called to order at 7:00 pm by Chairman Gordon, in the Selectmen's Meeting Room, Holbrook Town Hall, 1st Floor, 50 North Franklin Street, Holbrook, MA 02343, and began with the Pledge of Allegiance.

MINUTES:

MOTION: By Mr. Sheehan, second by Mr. Fuller, to approve the minutes of the regular session of November 27, 2012, as printed

VOTE: 4:0

MOTION: By Mr. Fuller, second by Mr. Sheehan, to approve the minutes of the regular session of December 6, 2012, as printed

VOTE: 4:0

TOWN ADMINISTRATOR'S REPORT:

Mr. Phelan reported that:

- The construction in the former fire station adjacent to the town hall is ongoing. A few problems have been found with the back of the building and more reconstruction will be necessary. The windows are in. TBA Architects worked with the County to locate a company with the proper windows.
- There was a lively discussion at the MEPA meeting on the transfer station. Holbrook residents were there to support the project, and some Randolph abutters and department heads were there to oppose the project. The noise and traffic studies were explained and showed no adverse impact on the area. There is a public comment period until the 18th, and after reviewing the comments, MEPA could go back to the proponent. After the MEPA certificate is obtained, the next step is to go before the Holbrook Board of Health. There is an appeal on the zoning, and Conservation is still working on the wetland mitigation.
- The Joint Water Board will meet with the Mass. Water Resource Authority (MWRA) tomorrow, and there is a Tri Town Water Board meeting next Monday at 10 am.

Fire Chief Edward J. O'Brien's letter requesting that the Board accept a monetary gift to the Fire Department from the estate of Dorothy M. Legassey was read. The \$2,000 gift will be used to purchase cemetery markers for deceased members of the Fire Department.

MOTION: By Mr. Fuller, second by Mr. Sheehan, to accept the monetary gift, in the amount of \$2,000, from the Estate of Dorothy M. Legassey, on behalf of the Holbrook Fire Department

VOTE: 5:0

Harold Boothby, the former Sealer of Weights and Measures, retired on December 31, 2012. The Board discussed appointing the current Deputy Sealer until someone is hired for the permanent position.

MOTION: By Mr. Fuller, second by Mr. Sheehan, to appoint Mr. Leo Donovan of Abington as the Interim Sealer of Weights and Measures for the Town of Holbrook until the position is filled on a permanent basis

VOTE: 5:0

The position of Administrative Assistant to the Fire Chief was posted, and Chief Edward O'Brien recommended that Ms. Noreen Costa, the current Secretary to the Chief, be appointed to the new position.

MOTION: By Mr. Fuller, second by Mr. Moore, to accept and approve the Chief's recommendation of Noreen Costa as the Administrative Assistant to the Fire Chief

VOTE: 5:0

CONTINUATION OF COMMUNITY DEVELOPMENT HEARING:

MOTION: At 7:15 pm, by Mr. Fuller, second by Mr. Sheehan, to re-open the December 18, 2012 Public Hearing to discuss a proposed Federal FY2013 grant application to the Massachusetts Community Development Block Grant (CDBG) Program, report on the progress of current grants, and discuss community development and housing needs and issues facing the town

VOTE: 5:0

Present: Mr. Wayne Darragh, of Community Opportunities Group, the town's consultant
A sign-in sheet was passed for those in attendance to sign.

Mr. Phelan explained the need for an expansion of the space currently used by the Council on Aging, and suggested that a handicapped accessibility sidewalk project could be considered in Brookville square. Mr. Darragh said he has worked on similar projects with other communities, but only the ramps would be covered for funding. The town would have to have an ADA transition plan.

Mr. Darragh explained that the grants are supposed to be implemented in an 18 month time period. Typically, projects begin in October and this grant should be completed in late 2015. Approval of a grant application is all or nothing.

Mr. Darragh explained that in addition to the senior center and the housing rehab program the Board had discussed, a Social Service Program could be the third activity for this application. Examples of social service programs include a subsidized daycare, a first-time homebuyer program, an English as a second language (ESL) program, or services for the elderly. There is a three activity maximum for the application.

Following further discussion, Mr. Darragh recommended that the application consist of:

1. A senior center project

2. A housing rehabilitation program
3. A social service program, which cannot exceed 20% of the total grant

He advised that the typical grant is in the \$800,000 range, including the administration cost of the office. The grants are limited to \$900,000.

Possible social service programs were discussed:

1. A senior taxi voucher program – to subsidize the transportation cost for seniors who need to travel outside of the area covered by the local van or where the BAT bus can take them.
2. Food pantry assistance – provide money for the food pantry to buy food from the Boston Food Bank
3. Provide camp scholarships to low and moderate income children
4. Meals on Wheels for the seniors

Mr. Phelan asked if renovations to the apartments at the Housing Authority could be part of a grant application. Mr. Darragh said they could, but the project would have to be bid ready.

Mr. Phelan said there was an article in Globe South about the safety concern of the location of the senior center if it is relocated to 227 Plymouth Street, due to the traffic on that street. The architect met with the members of the Council on Aging and presented two sets of plans. One plan is to extend the existing building, and the other is to renovate the former school building on Plymouth Street. The pros and cons of each project were discussed with the seniors. The Council on Aging voted to go to the Lincoln School with the caveat of traffic safety precautions. BETA engineering looked at the site and they are confident that it could be made safe for approximately \$150,000, which could be paid out of Chapter 90 money.

The Board reviewed the proposed Community Development Strategy prepared by Mr. Darragh.

A target area for the grant application was discussed. Mr. Darragh suggested the southwest corner of the town, which would be south of Route 139 and west of Route 37, but including the town square, Council on Aging and up Plymouth Street past the Lincoln School.

The hearing will be continued until Wednesday, January 16, 2013.

MOTION: By Mr. Moore, second by Mr. Fuller, to continue the Federal FY2013 CDBG grant application hearing until Wednesday, January 16, 2013, at 6:30 pm at Holbrook Junior-Senior High School

VOTE: 5:0

WILLIAM B DALTON POST 137, AMERICAN LEGION:

Mr. Kenneth Cox, the Vice-President of the William B. Dalton Building Association, recently submitted a letter asking that the Board stay the decision made in December to deny the renewal of the All Alcohol Club License for the American Legion.

Mr. Daniel Sheehan explained that he has been a lifetime member of the Legion and started a speech in support of issuing the license. Mr. Gordon explained that what was done was at the recommendation of the Alcoholic Beverages Control Commission (ABCC).

Mr. Phelan thanked the Building Inspector, Mr. Daniel Moriarty, for doing his job, and explained the history behind the requirement for the fire safety inspection, which is a necessity for the renewal or issuance of a license. This inspection could not be completed.

Mr. Phelan said that he spoke with the Executive Director of the ABCC and explained the situation of having one license covering the upstairs and downstairs. It was confirmed that the Board could not renew the license without a sign off on the inspection. The only alternative offered by the ABCC was to have the Legion apply for a new license for the downstairs, and then apply for an alteration of the

premises when the upstairs is ready. The Executive Director is willing to expedite the process at the ABCC. Following receipt of a copy of the application, the ABCC could issue a 30 day license pending a full review. Mr. Phelan said that the town wants to be helpful in any way it can.

Mr. Moriarty said he sent a letter to the Post and the architect about the sprinkler plans and the bathroom. He reiterated that they will have to have inspections and an occupancy permit.

Linda Webster, a sponsor of events for the Post, thanked the town for supporting the Post.

BID AWARD for HOLBROOK PUBLIC SAFETY COMMUNICATIONS DEPARTMENT:

Present: Edward J. O'Brien, Fire Chief
William D. Marble, Jr., Chief of Police
Stephan A. Hooke, Communications Director

The bid process for the purchase and installation of computer hardware funded through the State 911 Communications Department was discussed. Three bids were received, and the Communications Department recommended that the lowest responsible bidder, CC Teknologies, Inc., be awarded the bid.

MOTION: By Mr. Moore, second by Mr. McGaughey, to accept the recommendation of Chief O'Brien to award the bid for the purchase and installation of computer hardware for the Holbrook Public Safety Communications Department to CC Teknologies, Inc., 21 Marsden Street, Brockton, MA 02302 at a bid price of \$76,435.87

VOTE: 5:0

Mr. Stephan Hooke was thanked for his work on this project. Chief O'Brien said the replacement of the communications tower at the Public Safety Building is ongoing.

Police Chief Marble and Sgt. Mark Shanly were present to discuss a request for three (3) additional officers for the Police Department in FY2014. The Chief explained that the School Department is willing to pay half of the cost of a School Resource Officer who would be in the school full time. The other two officers would fill the positions vacated by the officers who are filling the two new detective positions. The Chief said that if there were four officers assigned to the nights, money could be saved by not filling a shift if one officer is out. He estimated the cost to be \$54,000 per officer, for a total of \$162,000, with the School Department providing \$37,000.

Sgt. Shanly spoke about the effectiveness of the detectives with solving crimes and returning stolen property to its owner. The town has been without a detective since 1986.

Mr. Fuller said that the department just got four more members on the street and questioned town meeting's reaction to a request for three more officers. The Chief stressed that additional officers would limit the overtime cost and provide safety to the residents.

Mr. Phelan suggested that the Chief compile some historical data on overtime for three years, and show what it would save and what the statistics are on solving crimes.

Chief Marble said the department is working to be more community oriented and new programs have been instituted, including a car seat program, bike helmets, responding to lock outs, and continually working on drug issues.

APPOINT BENJAMIN ECORD AS SUPERINTENDENT OF PUBLIC WORKS:

MOTION: By Mr. Moore, second by Mr. Fuller, to appoint Benjamin Ecord as the Superintendent of Public Works for the Town of Holbrook

VOTE: 5:0

Kevin Costa, Chairman of the Town Government Study Committee, asked about the 75 items Town Counsel said should be corrected on the PROPOSED TOWN CHARTER at the special town meeting on January 16, 2013. He wanted clarification on whether he had to make a motion for each item on town meeting floor. He advised that all of the items have been corrected except for one related to the School Committee and one related to the Housing Authority.

Town Treasurer/Collector Paul Digirolamo asked that the Board authorize him to issue a short-term note in the amount of \$225,000 for water projects. The original bond, in the amount of \$300,000, has come due. The Treasurer will be paying one-quarter of the amount, or \$75,000 plus the interest, and will be rolling the balance over. This note was issued for engineering costs for Tri Town Water, filters for Joint Water and legal fees associated with the water projects.

MOTION: By Mr. Fuller, second by Mr. Moore, to authorize the Town Treasurer to issue a short term note in the amount of \$225,000 for water projects

VOTE: 5:0

The Treasurer presented the Board with information on the outstanding taxes, fees, interest and other charges owed to the town on the PROPERTIES TO BE AUCTIONED off on January 15, 2013. Discussion took place relative to the minimum sales price on each property. The Board recommended \$150,000 on 262 Pond Street, \$100,000 on 109 and 109R Woodlawn Road, \$150,000 on 21 Noonan's Lane, and accepted the Treasurer's recommendation of \$70,499.05 on 69 Weston Ave.

Mr. Ecord reported that the electrical work at the Sumner Field has been started. There was a meeting with BETA Group, the engineers working on the pavement management program. The repaving of Weymouth Street from the intersection with Plymouth Street to the top of the hill, and Beach, North Shore and South Shore Roads were discussed. The repaving of Quincy Street will wait until that street is sewerred.

Mr. Phelan said he received the plans for the sewer project, Phase 5, in electronic format from Camp Dresser & McKee. Spring Street and High Streets are included in that phase. The plans have to be updated, and the town will have to prioritize which areas can be done. In order to correct the drainage on Juniper and Dale Roads, there will have to be easements and land takings. Mr. Ecord advised that Spring Street would need a sewer pump station.

Coler & Colantonio, and engineering firm, has been working on a 25% design of the intersection of Weymouth, Pine & Sycamore Streets after gathering the necessary information. When the project goes on the state list, the town's legislative delegation will be contacted. As projects at the top of the list come up but have problems with takings, or environmental or design issues, those projects are put on hold and smaller projects are taken from the list to fill in the gaps.

MOTION: At 9:15 pm, by Mr. Sheehan, second by Mr. Fuller, to adjourn the meeting

VOTE: 5:0

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of January 9, 2013*

Documents:

Agenda

Draft minutes

Letter re: donation to Fire Dept.

Recommendation for Admin. Asst.
to the Fire Chief

Letters from American Legion

Communications Dept. bid recommendation

Request from Police Chief re: FY14 budget

Notice re: maturing note – Treasurer

Information re: properties to be auctioned

Information from Wayne Darragh re: CDBG

Charter motion for town meeting

STM warrant with motions