

Holbrook Board of Selectmen

Minutes of the Regular Session of

Wednesday, May 22, 2013

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

Absent: Matthew V. Moore, Associate

In attendance: William J. Phelan, Town Administrator  
Benjamin F. 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, 1<sup>st</sup> Floor, 50 North Franklin Street, Holbrook, MA 02343, and began with the Pledge of Allegiance.

MINUTES:

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to approve the minutes of the regular session of April 10, 2013, as printed

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

Discussion: Mr. Fuller noted that the word "contact" should be corrected to "contract" at the bottom of the page on the executive session minutes

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to approve the minutes of the executive session of April 10, 2013, as amended to correct the typographical error

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

MOTION: By Mr. Sheehan, second by Mr. Fuller, to approve the minutes of the regular session of April 24, 2013, as printed

VOTE: 4:0

MOTION: By Mr. Sheehan, second by Mr. Fuller, to approve the minutes of the executive session of April 24, 2013, as printed

VOTE: 4:0

It was announced that NORFOLK COUNTY MOSQUITO CONTROL will be conducting the aerial spraying for mosquitoes between May 28<sup>th</sup> and September 30<sup>th</sup>, 2013 from sunset until midnight, Monday through Thursday.

TOWN ADMINISTRATOR'S REPORT:

Mr. Phelan advised that:

- The information technology (IT) upgrades at the town hall are nearly complete, including disaster recovery on and off site.

- The air conditioning units are being installed in the offices without air conditioning at the town hall.
- The town hall phone system will be upgraded to a voice over IP system after July 1, 2013.
- The Sheriff's office is making progress on the renovation of the former fire station. It is anticipated that the work will be complete by the fall, but the work is being done with donated labor, and the schedule is subject to change. The windows are in, the electrician has been there, and the blue boarding will be started for the new offices on the first floor.
- There is \$1.3 million for water main projects. Phase 5 is the next sewer phase, and Old Plymouth Street will be considered.
- Two-thirds of Quincy Street has new water mains and is sewerred. The Sportsmen's Club wants to tie in, and BETA Engineering will price that work.
- The design of the new sidewalk on South Street, which would extend the sidewalk to the Randolph line, is 50% complete.
- The sidewalks and granite curbs on Linwood Street will be completed after the water main project on that street.
- CHA (Clough Harbor & Associates), formerly Coler and Colantonio, provided a project status update on the intersection improvements at Weymouth, Pine & Sycamore Streets. The project is at 25% design and the submittal will be filed with the MassDOT later this month. Following a review of the project, the MassDOT will hold a design public hearing, and authorize the project to move forward to the 75% design phase. It is anticipated that when the project is shovel-ready, it will be funded under the state's Transportation Improvement Program (TIP).
- The Union Street improvement project is at 25% design. There is a federal earmark for the project, but the project most likely will not be started until the spring of 2014.
- The Town of Avon has not responded about regionalizing the Veterans' Agent's services.
- The improvements at the Sumner Field will start soon. A price has been received for a smaller container, and the concrete has been priced at \$8,200.00.

BETA Engineering is continuing with the PAVEMENT MANAGEMENT PLAN. The repaving of North Shore Road and Beach Street will be addressed, along with Weymouth Street. The flooding issue at Juniper & Dale Roads will be corrected. Mr. Sheehan also explained that they are still working toward accepting streets, but the question is whether the town really wants to. Although Chapter 90 funding would be increased because it is based on the miles of accepted roadways, there is a cost associated with accepting streets, especially on streets that may not meet today's standards.

Approximately 40 – 50 of the larger COMMERCIAL WATER METERS in apartment buildings and commercial properties will be replaced. This project should pay for itself by providing more accurate water and sewer bills. Discussion took place about the residential meters, and it was noted that they are still accurate. The software system for reading the meters is antiquated, however, and could be upgraded to a radio-read system. At this time, there are estimated bills twice a year, and many adjustments need to be made. Environmental Partners advised that a similar job in another community cost about \$720,000.00 for 3600 meters, or about \$200 per meter.

Mr. Gordon recognized Mr. Sheehan for organizing HOLBROOK PRIDE DAY, and the Norfolk County Sheriff's office, Allied Waste, the Boy Scouts, and everyone who participated in the event for their efforts in cleaning the streets, planting flowers, and improving the appearance of the town.

The MEMORIAL DAY PARADE kicks off at 10:00 am on Monday, May 27, 2013 from the Junior/Senior High School. The parade will continue to Mary Wales Holbrook Park in Holbrook Square where ceremonies will be held. Former Navy Seal Gabriel Gomez has accepted the town's invitation to address the veterans and residents at the Park. The parade will continue to Union Cemetery. Mr. Phelan was thanked for his efforts in coordinating the guest speaker.

Mr. George Andrews, III, the owner of the property at 376 NORTH FRANKLIN STREET, was present to speak to the Board about the trucks and trailers stored on his property and the ongoing project at that location. Mr. Andrews received a letter from the Planning Board about the property. He explained that the project started before the economy went down, and he has been completing the project out of pocket. At this time, the bays are all rented. Once the construction is complete, all of the tools will be removed. The project should be done and paved by the end of this summer. Mr. Andrews said he is not operating a business out of that location, although others work there all day. Daniel Moriarty, the Building Inspector, said the building permit has been renewed 2 or 3 times, and there is an extension until February 2014.

Health Agent Arthur Boyle explained that the Board of Health is requesting a YEAR END APPROPRIATION TRANSFER of \$500.00 from a salary line to the general expense line, in order to pay for a computer service call and set up, the quarterly cost of the copier, and printer cartridges. The cost of pest extermination and Sharps disposal was more than expected this year.

MOTION: By Mr. McGaughey, second by Mr. Fuller, to approve the transfer of \$500.00 from the Board of Health 01-511-5114-000 Part-time Clerical to Board of Health 01-511-5421-000 General Expense, as requested

VOTE: 4:0

Chairman Gordon recognized the members of the TOWN SCHOLARSHIP COMMITTEE for their time and due diligence in selecting this year's scholarship recipients. David Dingley, the Chairman of the Committee, thanked those who contributed to the fund this year and made it possible for the committee to award three \$1,000.00 scholarships to graduates who are Holbrook residents and continuing their education at the college level. He described the requirements and the process of choosing the finalists. The Committee members include: Mr. Dingley, Mrs. Carol Knowlton, Mrs. Linnea McFadden, Mrs. Linda Austin, Mr. Daniel Dieso, Jr., and Ms. Julie Hamilton who served as proxy for Supt. Joseph Baeta. Mr. Dingley presented letters of recognition to Ms. Meaghan Kelly, who is graduating from Holbrook High School, and to Mr. Richard McGaughey, Jr., who is graduating from Cardinal Spellman High School. Ms. Sydney Gagnon, who is graduating from Cardinal Spellman High School, was unable to be present at this meeting.

Mr. Phelan explained that the possibility of creating a community garden on a parcel of town-owned land at the CORNER OF JEWEL ROAD AND NEWTON AVE. was recently being discussed, when it was realized that the parcel is being occupied by abutters, Mr. William Nichols and his wife, Ellen. The couple has been notified by the Building Inspector to remove their personal property from the parcel. Mr. & Mrs. Nichols want to purchase the property from the town, and have approached the town in the past, but the property has never been placed on an auction list. The history of the request was explained. Mr. Gordon asked that it be confirmed that it was a property taken in foreclosure and what the legal status of the property is.

Present from the Holbrook Historical Commission: Mrs. Edna Bowers, Chairman; Mrs. Sara Stinson; Mr. Richard Dean; Mrs. Carol McDonald; and Mr. David Dingley.

Mr. Timothy Stinson is assisting the Historical Commission.

Town Administrator William Phelan recused himself from this discussion.

Members of the Historical Commission were present to discuss the property located at 21 NORTH FRANKLIN STREET, a home that was built about 1852 by E. Everett Holbrook. More recently, the building was used as the law office of Attorney Andrew Card. The property, on a corner in the center of town, has been for sale and may be sold in order to be torn down to allow for a new parking lot for the strip mall next door. It was discussed that doing so would change the character of the town square. If the town wanted to purchase the property, it would have to first be approved at town meeting, and the building would require substantial renovation for public use. The Historic Commission will document some potential uses. The requirements for renovating it will need to be determined, as will the options for purchasing the property. The Holbrook Historical Society will contact Mr. George Byl who renovated an historic property on Plymouth Street.

Mr. Gordon said a discussion about MIXED-USE ZONING will be placed on an upcoming meeting when Mr. James Day, the Chairman of the Zoning Board of Appeals, and Attorney Mark Bobrowski can attend.

The discussion about the FEES associated with the ABANDONED PROPERTY BY-LAW was postponed until Building Inspector Daniel Moriarty could be present.

Animal Control Officer Laurice Hedges has received information about a grant available for the planning and construction of a DOG PARK FACILITY. The town would have to match 10% of the construction cost. The Board agreed that the opportunity warrants moving forward. Public input is a required part of the process.

Treasurer Collector Paul Digirolamo was present requesting that the Board approve issuing a TEMPORARY NOTE in the amount of \$785,000 in order to pay for the FY13 capital improvements that were approved at the May 2012 annual town meeting. Mr. Digirolamo explained that it is a one-year note at 0.60% through Eastern Bank.

During a discussion about EDGEWOOD PARK, Mr. Digirolamo explained that there are ramifications to the town taking property with a large amount of outstanding taxes, because the uncollected tax amount then comes off of free cash. Also, an adverse possession case granted land in the middle of the parcels to Mr. Wayne Crosby. Mr. Phelan recommended that the parcels owned by Blatchford should be foreclosed, and the unknown owner properties should be taken as land of low-value properties and auctioned off.

Mr. Digirolamo said that properties with outstanding taxes from 2010 will be going into tax title next. Mr. Gordon said that the town should focus on the known properties. They should be put in tax title, then foreclosure and auctioned off.

Mr. Ecord reported that the traffic lights at the former fire station on South Street have been removed. The line painting and crosswalk painting is being completed. A portion of a stockade fence at the Sumner Field will be repaired.

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The Flint Field was discussed. The field could be irrigated if a water source were available. Mr. Ecord advised that sprinkler systems are not allowed due to water regulations.

ADJOURN:

MOTION: At 9:20 pm, to adjourn to executive session to discuss strategy and conduct contract negotiations with nonunion personnel (Fire Chief and Police Chief), discuss strategy as it relates to collective bargaining with Union personnel (Clerical), and not return to open session

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

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Kevin J. Sheehan, Clerk

Documents:

Draft minutes

Scholarship Committee list of recipients

BOH appropriation transfer

Letter and information re: 18 Newton Ave.

Project update on Weymouth St. intersection

Historical Commission minutes re: 21 N. Franklin St.

Abandoned/Foreclosed Property By-Law

Letter from ACO and the Stanton Foundation

Re: Dog park

Real estate tax receivables list

Capital Improvements vote of town meeting, May 2012