

Holbrook Board of Selectmen

Minutes of the Regular Session of

Wednesday, June 12, 2013

Present: Timothy J. Gordon, Chairman
Kevin J. Sheehan, Clerk
Richard B. McGaughey, Associate

Absent: Brinsley A. Fuller, Vice-Chairman
Matthew V. Moore, Associate

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. McGaughey, to accept the minutes of the regular session of Monday, April 29, 2013, as printed

VOTE: 3:0

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to accept the minutes of the regular session of Wednesday, May 1, 2013, as printed

VOTE: 3:0

TOWN ADMINISTRATOR'S REPORT:

Mr. Phelan reported that:

- Progress is continuing on the renovations to the former fire station adjacent to the town hall. All of the work has been done by the Sheriff's Department, except a small amount of initial clearing out and demolition. They are now ready to close it up. A small work station and bathroom will be included at the back of the building.
- The new air conditioners are being installed in the offices at the town hall that have been without air conditioning since the windows were replaced on the front of the building several years ago.
- The town hall offices will be getting an updated phone system after July 1, and replacing the current answering machines.

It was announced that the annual STRAWBERRY FESTIVAL will be held this year on Saturday, June 22nd, from 1:00 – 4:00 pm at the Little Red Schoolhouse on Union Street, which houses the Historical Society.

MS. MARY COCAZELLA, who turned 90 years old on June 8th, was recognized and wished a very happy birthday.

Chairman Gordon thanked everyone involved in the MEMORIAL DAY parade and festivities for their patriotism and community spirit.

POTENTIAL DOG PARK:

Mr. Phelan explained that Animal Control Office Laurice Hedges is taking the lead on the possibility of the Town of Holbrook building a DOG PARK with grant funding from the STANTON FOUNDATION. She has reached out to them, and they are willing to work with the town. There are funds available in other grants that could be used toward the 10% matching portion of the construction phase of a dog park grant.

Ms. Hedges reported that she has identified three locations so far: the former landfill, behind the walking track at the Sumner Field, and at the end of Lantern Road. She explained the pros and cons of each location. At this time, the property behind the walking track appears to be the best location, but the property is owned by School Department. About a half acre of land is needed for a dog park, along with a water source and a parking area.

Mr. Phelan said a process needs to be followed in order to get public support for the project. There should be two or three public meetings, and interest groups should be included: the Department of Environmental Protection (DEP), sports teams, the people in the neighborhood, etc. These sites and any other suggestions should be considered, and then the list should be narrowed to three possible sites. Another town had a civil engineer when they went through the process who prepared a cost analysis of the pros and cons of the sites. There will be a public hearing at a Selectmen's meeting in late September 2013.

The discussion about the property at 21 NORTH FRANKLIN STREET was postponed to the next meeting.

Mr. Gordon said he spoke with Mr. James Day, the Chairman of the Zoning Board of Appeals. Mr. Day will be attending an upcoming Selectmen's meeting to discuss MIXED USE ZONING. Mr. Wayne Crandlemere, the Chairman of the Planning Board, will be invited to that discussion. Mr. Phelan said that Mark Bobrowski, Esq., is the person the town should use for looking at re-zoning the entire town.

Mr. Ecord explained that the Public Works Department has requested a YEAR END APPROPRIATION TRANSFER in order to pay for the new water meters that are now required upon the sale of a home when the meter is at least 7 years old.

MOTION: By Mr. Gordon, second by Mr. McGaughey, to grant the transfer from Water Enterprise Capital 28-400-5531-000 to Water Enterprise Expense 28-400-5421-000 in the amount of \$6,445.05

VOTE: 3:0

Town Treasurer/Collector Paul Digirolamo said that he was requesting authorization to issue a bond anticipation note to fund the replacement of commercial water meters that are old and inaccurate and water distribution system improvements on Linwood Street, the Walsh Road area, and the Linfield Street area.

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to authorize the Treasurer to issue a \$1.5 million short-term note for the aforementioned water projects

VOTE: 3:0

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The employees under the Salary Administration Plan and some of those with personal contracts requested approval from the Board of Selectmen in order to CARRY UNUSED VACATION TIME from fiscal year 2013 into fiscal year 2014.

MOTION: By Mr. Gordon, second by Mr. Sheehan, to approve the vacation carry forward requests:
Edward O'Brien – 7 days
Laurice Hedges – 5 days
Gary Brennan – 10 days
Marjorie Godfrey – 8 days
William Marble, Jr. – 7 days
Arthur Boyle – 3 days
Benjamin Ecord – 5 weeks

VOTE: 3:0

Mr. Phelan said that last year the town applied to the Department of Elementary and Secondary Education (DESE) for a REGIONALIZATION STUDY GRANT, but it was not awarded due to a lack of support from the School Department. This year, Ms. Christine Lynch at the DESE is not certain that grants will be offered. He advised that someone from the School Committee and the Board of Selectmen would need to work together on it if one is offered.

Mr. Gordon said that the Permanent School Building Committee (PSBC) is establishing a REGIONALIZATION STUDY SUB-COMMITTEE comprised of two members of the School Committee, two members of the Board of Selectmen and two members of the PSBC. The PSBC has chosen Mr. Daniel Moriarty, Jr., and Mr. Peter Mahoney to represent them.

MOTION: By Mr. McGaughey, second by Mr. Sheehan, to nominate Selectmen Timothy Gordon and Kevin Sheehan to represent the Board of Selectmen on the PSBC

VOTE: 3:0

Mr. Gordon suggested that a MEMORIAL DAY COMMITTEE be established to organize and carryout the parade and ceremonies. Interested parties are encouraged to contact the Board of Selectmen within 30 days and express an interest in being appointed.

The ANNUAL APPOINTMENTS were tabled until the next meeting.

MOTION: At 7:35 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. Sheehan – Yes
Mr. McGaughey – Yes
Mr. Gordon – Yes

Documents: Agenda, draft minutes, dog park information from ACO, appropriation transfer request, vacation carryover requests, draft annual appointment list

Kevin J. Sheehan, Clerk