

Holbrook Board of Selectmen  
Minutes of the Regular Session of  
Wednesday, February 27, 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. Fuller, second by Mr. McGaughey, to approve the minutes of the regular session of Wednesday, January 30, 2013, as printed

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

MOTION: By Mr. Fuller, second by Mr. McGaughey, to approve the minutes of the executive session of Wednesday, January 30, 2013, as printed

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

Mr. Ecord explained that a resident requested that 4-way stop signs be added at the intersection of MORGAN & KING ROADS. The next intersection down on King Road already has 4-way stop signs. This item will be added to an upcoming meeting.

CHANGE OF MANAGER AT HALFWAY CAFE:

Present: Mr. David Richerson, Applicant for Manager  
John Grasso, President, Halfway Cafe, Inc.

Mr. Richerson explained that he took over on October 1, 2012, and everything at the restaurant will stay the same otherwise. He has worked for Halfway Cafe, Inc. for four years, and has been a restaurant manager for 22 years. He introduced Mr. Grasso. Mr. Gordon noted that the application should have been submitted in a timelier manner.

MOTION: By Mr. McGaughey, second by Mr. Fuller, to approve the change of manager from Travis White to David Richerson on the all alcohol restaurant license in the name of Halfway Cafe, Inc. dba Halfway Cafe, 200 South Franklin Street

VOTE: 4:0

**WEYMOUTH, PINE & SYCAMORE STREETS INTERSECTION:**

**Present:** Mr. Robert Cahoon & Mr. John Morgan from COLER & COLANTONIO, the engineering firm preparing the re-design of the intersection

Mr. Cahoon explained that the data collection phase is complete, and the project is currently in the analysis phase. The traffic counts were done in December 2012. The counts are highest in the morning, with an average of 17,000 vehicles using the intersection in a day. The sight distance is a concern when exiting both Pine and Sycamore Streets. Due to the wide approaches to the intersection, drivers tend to creep into the intersection. The number of crashes is approximately 2.5 times the average number expected.

Mr. Morgan, a traffic engineer, explained the various options that were considered, and detailed the two best options for the Board to consider – a roundabout or a set of traffic lights. With a roundabout, the capacity and safety would be improved. The collisions would be low-speed collisions, and the sight distance issues would be eliminated. A roundabout would slow down the drivers on Weymouth Street. However, a roundabout would limit the capacity for additional traffic if there were a significant change in the traffic flow, and it would impact some driveways near the intersection. Traffic lights would require a smaller foot print. Advance signage would be installed alerting drivers to the traffic lights as they approach.

In response to a question about the funding of this project, Mr. Phelan explained we are at the 25% design stage. The project is listed on the Traffic Improvement Program (TIP). When the project is shovel-ready, it will be considered for funding as other larger projects run into issues and are delayed. A resident of Sherrick Ave. said that it is very difficult to exit Sherrick Ave. in the morning because of the backup, and a roundabout would make people slow down.

Mr. Morgan responded to questions from the Board and others present. Either option would provide crosswalks for pedestrians. Traffic signals would hold up the flow of traffic more than a roundabout when an ambulance travels through the intersection.

**MOTION:** By Mr. Fuller, second by Mr. Sheehan, to authorize Coler & Colantonio to move forward with 25% design of traffic signals with an eastbound left turn lane for the intersection of Weymouth Street at Pine & Sycamore Streets

**VOTE:** 4:0

Mr. Phelan explained that he spoke with the four applicants for the part-time position of COUNCIL ON AGING VAN/BUS DRIVER, and driving record and CORI checks were completed. Although the interviews were fairly equal, the other records varied somewhat. He recommended that the Board consider Mr. James Taggart, who had the best driving record, has a history of volunteering for the town, and has the availability necessary for the job. He suggested that the Board consider Mr. Paul Gilbert as an alternate or substitute driver. Mr. Gilbert had a good driving record, experience with a CDL license, and was a close second for the position. All applicants were thanked for their interest in the position.

**MOTION:** By Mr. Fuller, second by Mr. Sheehan, that, in accordance with the recommendation of the Town Administrator, the Board of Selectmen choose Mr. James Taggart for the part-time van/bus driver for the Council on Aging, and that Mr. Paul Gilbert be chosen as an alternate driver

**VOTE:** 4:0

Mr. Phelan said he and Treasurer/Collector Paul Digirolamo have spoken with three vendors about upgrading the IT SYSTEM at the town hall, as recommended by a consultant that was hired to review the existing IT equipment. There is \$40,000 available to be used for disaster recovery, onsite and off site backup, some desktop computers, new servers, and the relocation of 4 servers. Mr. Phelan said they are close to a decision, but would like to consider another vendor or two, and asked that he and Mr. Digirolamo be given authorization to make the decision. The vendors are all on the state bid list, so the cost is regulated. In the future, the desktops should be updated annually on a rotating basis.

MOTION: By Mr. Fuller, no second, to grant the Treasurer/Collector and the Town Administrator the authority to select the provider for the computer work and IT upgrades

MOTION WAS WITHDRAWN

Mr. Gordon said that he would prefer that the vendor come in, speak to the Board, and let the public know what they are paying for. The vendor will be asked to an upcoming Selectmen's meeting.

Mr. Ecord explained that \$100,000 was appropriated this fiscal year for snow and ice, but, due to the storms we have had so far, the SNOW AND ICE budget is \$20,000 in deficit. He requested that the Board vote to allow deficit spending of that account.

MOTION: By Mr. Sheehan, second by Mr. Fuller, to move that the Board of Selectmen adopt the provisions of Massachusetts General Law, Chapter 44, Section 31D, as amended, which shall allow the Public Works Department to incur liability and make expenditures in excess of the available appropriation for Fiscal Year 2013 under Line Item 01-423-5532-000, Snow and Ice Expense

VOTE: 4:0

Treasurer/Collector Paul Digirolamo advised that CASH is balanced through December, 2012, and January is almost complete. He reported that COLLECTIONS are going well.

Mr. Digirolamo discussed some TAX TITLE properties with the Board. It was decided that the starting bid on the property on Pond Street should be \$110,000. The Treasurer said there is approximately \$78,000 in taxes due on the property. Fifteen properties are in foreclosure at this time.

Mr. Ecord said the Public Works Department is currently working on fixing the POT HOLES that have developed this winter.

Mr. Gordon asked about a resident's request for SIDEWALKS at the Randolph end of South Street. Mr. Ecord said it may require the taking of some private property, including a wall in front of a home. Mr. Phelan will have engineers take a look at it.

Mr. Gordon explained that the Board of Selectmen has come to agreement with the FIREFIGHTERS' UNION about a Military Leave Policy, and the agreement needs to be voted in open session.

MOTION: By Mr. Fuller, second by Mr. Sheehan, that the Board of Selectmen execute a Side Letter of Agreement between the Town of Holbrook and the International Association of Fire Fighters, Local 1452, IAFF, in regards to Military Leave Policy

VOTE: 4:0

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Mr. Phelan advised that the CROSBY appeal was dismissed, and the decision of the court stands. Mr. Phelan is looking at the options for upgrading the town hall TELEPHONE SYSTEM.

Mr. Gordon said the town may share a VETERANS' AGENT with the Town of Avon. Mr. Phelan will contact Avon and discuss an agreement.

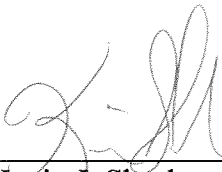
Further discussion about the CROSBY matter took place. Mr. Phelan explained that the court dismissed the appeal saying that he owned all the land, and that if Mr. Crosby won by adverse possession, it would have cleared the title to the property. Now, the land could be treated as land of low value.

Mr. Gordon asked that an exit interview with MELANSON HEATH be scheduled at an upcoming meeting relative to the fiscal year 2012 town audit, and that the meeting take place to discuss the ball fields at the SUMNER FIELD.

ADJOURN:

MOTION: At 8:15 pm, to adjourn the meeting

VOTE: 4:0



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Kevin J. Sheehan, Clerk

Documents:

Agenda

Draft minutes

Halfway Cafe change of manager application

Diagrams of options for Weymouth, Pine & Sycamore

Snow & Ice Deficit request

Military Leave Policy agreement