

Holbrook Board of Selectmen

Minutes of the Regular Session of

Wednesday, December 11, 2013

Present: Kevin J. Sheehan, Clerk & Acting Chairman
Richard B. McGaughey, Associate
Matthew V. Moore, Associate

Absent: Timothy J. Gordon, Chairman

In attendance: William J. Phelan, Town Administrator
Marjorie E. Godfrey, Assistant Town Administrator

The meeting was called to order at 7:00 pm by Acting Chairman Sheehan, 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. Moore, second by Mr. McGaughey, to accept the minutes of the regular session of Wednesday, November 1, 2013, as printed

VOTE: 3:0

Mr. Phelan reported that the Town's new insurance carrier visited the Town Hall and School Department today to conduct a SAFETY AUDIT. They will be forwarding a letter with some recommendations for improvements.

The Town's auditors were also in today, working on the completion of the FY13 audit.

It was announced that the annual FESTIVAL OF LIGHTS was a great success.

In celebration of the RETIREMENT of Fire Chief Edward J. O'Brien, there will be an open house on Friday, December 20, 2013, from 10:00 am – 3:00 pm, at the Public Safety Building.

PUBLIC WORKS UPDATE:

The SEWER & WATER MAIN projects are wrapping up for the year. The Department has been working on the preparations for the Festival of Lights and winter sanding as needed. In 2014, the engineers will be consulted about water main projects and paving. The annual budget process is also beginning.

FIREFIGHTER SWEARING IN:

Fire Chief Edward J. O'Brien introduced Fire Lieutenant Eric Beltramini, who was here to be sworn in to replace Lt. Robert Keeman, who retired on November 12, 2013, and Firefighter Patrick Campbell, who was being sworn in and replacing retired FF John West. The families of the firefighters were present, and Town Clerk Jeanmarie Tarara swore both members in.

The Conservation Commission has met with Mr. Kevin Bardon, and indicated they would welcome his appointment to the Conservation Commission to fill the vacancy left by the resignation of Mr. Brinsley Fuller.

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MOTION: By Mr. McGaughey, second by Mr. Moore, to appoint Mr. Kevin Bardon to the Conservation Commission with a term to expire on June 30, 2014

VOTE: 3:0

Benjamin F. Ecord, the Superintendent of Public Works, recommended that Ms. Jennifer Reilly be chosen from the candidates for the position of PRINCIPAL CLERK IN THE PUBLIC WORKS DEPARTMENT. She has been working in the department for the last few months, and has proven that she has the necessary skills.

MOTION: By Mr. Moore, second by Mr. McGaughey, to appoint Ms. Jennifer Reilly to the position of Principal Clerk in the Public Works Department

VOTE: 3:0

PERMANENT SCHOOL BUILDING COMMITTEE APPOINTMENTS:

The membership of this committee was amended at the special town meeting on November 20, 2013. Appointments need to be made due to those amendments.

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen make the following appointments to the Permanent School Building Committee:

Two (2) members of the Community – Construction/Facilities Management:

Thomas Taylor, with a term to expire on June 30, 2015

James Day, with a term to expire on June 30, 2016

VOTE: 3:0

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen make the following appointment to the Permanent School Building Committee:

One (1) Member of Community – HVAC:

Frederick White, with a term to expire on June 30, 2014

VOTE: 3:0

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen make the following appointment to the Permanent School Building Committee:

Member who is MCPPO certified:

Charles Mahoney, with a term to expire June 30, 2014

VOTE: 3:0

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen make the following appointment to the Permanent School Building Committee:

Local Official responsible for Building Maintenance:

Michael Bolger, with a term to expire on June 30, 2014

VOTE: 3:0

Kevin Costa, the Chairman of the Finance Committee, asked that the Board of Selectmen give the Finance Committee guidance on their goals as the FY15 budget season begins.

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FY2014 TAX CLASSIFICATION HEARING:

The legal notice, published in the December 5, 2013 Patriot Ledger, was read.

MOTION: At 7:30 pm, by Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen open the Fiscal Year 2014 Tax Classification Hearing

VOTE: 3:0

Present: William D. Marble and Vincent Digiacoimo, Members of the Board of Assessors
Gary Brennan, Principal Assessor, and Pamela Holt, Assistant Assessor

Mr. Brennan thanked the department heads and staff involved with preparing for this hearing. He explained that the full cash value of all properties as of January 1, 2013, based on the sales during calendar year 2012, has been determined, and there has been a small average increase in value of 0.04%. The utility construction project that added new growth in previous years is complete. He reviewed the information in the handouts presented by the Board of Assessors, and explained that the shift set last year was 1.69. If the same shift is chosen by the Selectmen, the taxes on an average single-family home valued at \$233,300 will rise \$160 for the year, and the taxes on an average commercial property valued at \$383,200 will rise \$284 for the year. The effect of changing the shift and the method of determining the value of residential versus commercial property were discussed. Holbrook has approximately 15% commercial property. Mr. Brennan said that the 1.69 shift is similar to what other towns have, except for the more affluent towns. Mr. Phelan said Senator Keenan has been contacted about creating an economic target area in Holbrook to encourage businesses, and money was moved at the November town meeting to help with reducing the taxes for the residents.

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen vote to classify the Town of Holbrook under the Classification Act at a Factor of 1.69 for Fiscal Year 2014

VOTE: 3:0

Mr. Brennan explained the Residential Exemption and the Small Commercial Exemption and why they are not recommended for Holbrook.

MOTION: By Mr. Sheehan, second by Mr. Moore, that the Board of Selectmen not adopt the Residential Exemption or the Small Commercial Exemption for Fiscal Year 2014

VOTE: 3:0

MOTION: At 8:00 pm, by Mr. McGaughey, second by Mr. Moore, that the Board of Selectmen vote to close the Tax Classification Hearing

VOTE: 3:0

Mr. Phelan explained that the Board may want to consider expanding the membership of the FIRE CHIEF SEARCH COMMITTEE. Mr. Moore indicated that he supports keeping the committee at three members to make it easier to get the committee together for meetings. The Selectman agreed that the position should be filled from within the department. The time frame necessary to receive applications, interview the candidates, and present the Board of Selectmen with a recommendation was considered.

MOTION: By Mr. McGaughey, second by Mr. Sheehan, to add two citizen at-large members to the Fire Chief Search Committee to bring the committee to five members

VOTE: 2:1 (Mr. Moore against)

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The Board indicated that the job should be posted in-house, and applications should be received while the committee is being finalized.

MOTION: By Mr. Sheehan, second by Mr. Moore, to keep the Fire Chief position in-house, from within the Fire Department

VOTE: 3:0

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Fire Chief pick the interim fire chief

VOTE: 3:0

ANNUAL LICENSE RENEWALS:

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen approve the renewal of the following licenses effective January 1, 2014 through January 1, 2015 provided that all taxes, fees, assessments, betterments and any other municipal charges are paid to date.

VOTE: 3:0

Used Car Dealer's License – Class II:

1. Richard Savary, Pine Hill Service Station, Inc.
2. MIKMAR, Inc. dba Regal Motors, Mike Liuzzi
3. Friends Automotive, Inc., William J. Tennant, President & Michael A. Fitzgerald, Treasurer
4. O'Brien Car Care, Inc., William J. O'Brien, President
5. David J. Salvaggio, Pro-Built Transmissions, Inc. dba Weymouth Street Auto Sales
6. Richard E. Federico, President, Revitalize Auto Reconditioning, Inc.
7. Basic Auto Rental, Inc. dba PJ's Auto Sales, Robert Cunha
8. T and D Classic Cars, Inc., David McAlpine, Treasurer
9. ND Autos, Inc. (Masoud S. Buisir, President) dba Barga Motors

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen approve the renewal of the following licenses effective January 1, 2014 through January 1, 2015 provided that all taxes, fees, assessments, betterments and any other municipal charges are paid to date.

VOTE: 3:0

Motor Vehicle Junk License – Class III:

1. Stephen Hill dba Holbrook Auto Body

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen approve the renewal of the following Taxi/Livery Licenses effective January 1, 2014 through December 31, 2014 provided that all taxes, fees, assessments, betterments and any other municipal charges are paid to date.

VOTE: 3:0

1. Susan L. Mann dba Mann's Livery Service
2. Jean B. Cordon dba Cordon Enterprises
3. John Messia dba Mr. John's Limousine Service
4. Kevin McGrath dba Colonial Livery Service of Holbrook

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MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen approve the renewal of the following Common Victualler Licenses effective January 1, 2014 through December 31, 2014 provided that all taxes, fees, assessments, betterments and any other municipal charges are paid to date.

VOTE: 3:0

1. South Franklin Donuts, Inc. dba Dunkin Donuts
2. Evangelos Yiannousas, Highland Pizza & Calzone, Inc. dba Vinny's Pizzeria & Ice Cream
3. Dimitrios Tombros, H & J Tombros, Inc. dba Holbrook House of Pizza
4. Holbrook Donuts LLC dba Dunkin Donuts
5. Stanney's of Holbrook, Inc.
6. South Shore Snacks, Inc. dba Home Run Ice Cream
7. Marylou's News, Inc.
8. AJB Ventures dba Corner Grill and Pizzeria
9. Maged Kamel dba Sara's Pizza Palace
10. Ann Panos dba Maria's Pizzeria
11. Thomas Palmer dba T's Café
12. Spiros & Sophia Nikos dba Brookville House of Pizza (when proof of Workers' Compensation Insurance is submitted)

MOTION: By Mr. Sheehan, second by Mr. Moore, that the Board of Selectmen approve the renewal of the following All Alcohol Package Store Licenses, effective January 1, 2014 through December 31, 2014 provided that all taxes, fees, assessments, betterments and any other municipal charges are paid to date.

VOTE: 2:0:1 (Mr. McGaughey abstained)

1. Gregg Lake Associates, Inc. dba Highland Liquors
2. Holbrook Package, Inc. dba Holbrook Package Store
3. Summit Retail Corporation dba Holbrook Community Package
4. Hai Dang & Ha Nguyen dba Holbrook Liquors

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen approve the renewal of the following Wine & Malt Beverage Package Store Licenses, effective January 1, 2014 through December 31, 2014 provided that all taxes, fees, assessments, betterments and any other municipal charges are paid to date.

VOTE: 2:0:1 (Mr. McGaughey abstained)

1. The T. Sikder Corp. dba Tedeschi's #343
2. Shiv C. Lillaney dba Fast Lane Convenience
3. ASP Convenience, Inc. dba Clerks Variety Store
4. Sendhi Corp. dba Holbrook Food Mart

MOTION: By Mr. Sheehan, second by Mr. Moore, that the Board of Selectmen approve the renewal of the following licenses effective January 1, 2014 through December 31, 2014 provided all taxes, fees, assessments, betterments and any other municipal charges are paid to date:

VOTE: 2:0:1 (Mr. McGaughey abstained)

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The All Alcohol Club, Common Victualler, and Entertainment Licenses in the name of:

1. Building Association of Father Francis X. Bransfield Council, Knights of Columbus #5046

The All Alcohol Restaurant, Common Victualler, Entertainment, and Automatic Amusement Device Licenses in the name of:

1. Halfway Cafe, Inc. dba Halfway Cafe
2. Lg Jian, Inc. dba Golden Pacific Restaurant

The All Alcohol Restaurant, Common Victualler, and Automatic Amusement Device Licenses in the name of:

1. 73-77 Union Street, Inc. dba The Union Street Pub

The All Alcohol Restaurant and Common Victualler Licenses in the name of:

1. JD Smith Corp. dba Smith's Restaurant

The Wine & Malt Beverage Restaurant and Common Victualler Licenses in the name of:

1. Union Street Lanes, LLC
2. ANG Pizza, Inc. dba LEGGOS

And the Common Victualler and Wine & Malt Beverage Package Store License in the name of:

1. Elizabeth Aiello dba Cottage Variety

Mr. Phelan reported that ANDREW NOONAN, the former Veterans' Agent, lost his battle with cancer and passed away recently. The Board expressed its condolences to the family.

MOTION: At 8:30 p.m., to adjourn to executive session to discuss strategy as it relates to collective bargaining with Union personnel (Police & Public Works), and not return to open session

ROLL CALL VOTE: Mr. Moore – Yes
Mr. McGaughey – Yes
Mr. Sheehan – Yes

Kevin J. Sheehan, Clerk

Documents:

Agenda

Minutes

Tax Classification documents

Conservation appointment request

PSBC appointment list

Recommendation, PWD Principal Clerk

License renewal motions