

Holbrook Board of Selectmen

Minutes of the Regular Session of

Wednesday, January 8, 2014

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

In attendance: William J. Phelan, Town Administrator
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 October 23, 2013, as printed

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

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to accept the minutes of the executive session of October 23, 2013, as printed

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

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to accept the minutes of the regular session of November 13, 2013, as printed

VOTE: 4:0

MOTION: By Mr. Sheehan, second by Mr. Moore, to accept the minutes of the executive session of November 13, 2013, as printed

VOTE: 4:0

MOTION: By Mr. Moore, second by Mr. McGaughey, to accept the minutes of the regular session of November 18, 2013, as printed

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

MOTION: By Mr. Moore, second by Mr. McGaughey, to accept the minutes of the executive session of November 18, 2013, as printed

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

APPOINTMENT OF FIRE CHIEF:

Present: Members of the Fire Chief Search Committee

Chairman Gordon thanked the members of the Fire Chief Search Committee for their work and thanked Lieutenant Scott Collins for performing the Acting Chief's duties over the past week since former Fire Chief Edward J. O'Brien's retirement.

Chief William P. Scoble, of the Westwood Fire Department, who served on the Search Committee, described the comprehensive testing the applicants completed, and announced that the Committee has recommended Lieutenant Luke McFadden for the Chief's position.

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen appoint Lieutenant Luke McFadden as the new Chief of the Holbrook Fire Department

VOTE: 4:0

Town Clerk Jeanmarie Tarara administered the oath of office to the new Fire Chief. Chief McFadden expressed how grateful he was for this opportunity, and thanked his wife and family, former Chief O'Brien and the members of the Department, the Search Committee, the Board of Selectmen, and everyone who has supported him.

A MOTION was made, seconded and voted unanimously at 7:15 pm, to take a 10 minute recess. The meeting was called back to order at 7:25 pm.

COMMUNITY DEVELOPMENT PUBLIC HEARING:

Present: Wayne Darragh, Vice-President of Community Opportunities Group, Inc., the Town's Consultant
Connie Orlando, Council on Aging Coordinator
James Taggart, Van Driver for the Council on Aging
Margaret Feeley, Van Driver for the Council on Aging

The public hearing notice was read.

Mr. Darragh provided the Board and others with handouts containing information about an FY2014 Community Development Block Grant (CDBG) application, the Town's existing grants, the Town's Community Development Strategy, and Sustainable Development Principles. He explained that the FY2014 grant applications are due on February 14th. He discussed the changes since last year, and the process of scoring the applications on a 35-point needs scale. With a score of 28 last year, which will also be used this year, Holbrook is a CDF1 community. The list of eligible activities and the National Objectives that must be met were discussed. Program income funds have been supporting the housing rehab program under the 2005 grant, but those funds are exhausted at this time. Last year, the Town's application included the renovation of the Lincoln School for the Council on Aging (COA), along with housing rehab and supporting the food pantry. The Town narrowly missed funding last year.

Mr. Phelan explained that the COA has reconsidered the location of the Lincoln School, due to the need for traffic lights at that location, and voted to renovate the current location instead. Mr. Taggart expressed a concern about parking the vans and getting them in and out of the parking lot at the Lincoln School. He said that there is a need for office space with privacy and more room for functions. The current location is closer to the bus route, and additional parking could be available at the abutting Public Library. Mrs. Orlando explained that the Nurse needs a small room with privacy, and the current space is too small for either exercising or a function. Currently, tables have to be moved out of the way when more room is needed for an activity. Mr. Phelan said a preliminary drawing was made of the COA building last year and the potential addition would more than double the size of the current location.

The vacant historic building on the corner of Plymouth Street and North Franklin Street was discussed, but the Town does not own the property, and the location would need considerably more work. Mr. Darragh explained that the Town could apply for the funding to plan the project, instead of for construction. However, senior centers work best all on one level.

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of January 8, 2014*

The Architect, Russ Feldman or TBA Architects, will need to meet with the seniors and fine tune the drawings to renovate the current location.

Mr. Darragh said that it could be difficult demonstrating a demand for housing rehab in the target area around Holbrook square. An effort will be made to create a waiting list for housing rehab.

Possible social service programs for low/moderate income residents were discussed. Mrs. Orlando mentioned that there could be a Meals on Wheels program run out of the COA. Mrs. Feeley discussed the need for transportation for the seniors who have medical appointments or need to go shopping. Mr. Darragh suggested that a taxi voucher program could be considered.

Ms. Diana Linskey, 3 Dalton Terrace, asked Mr. Darragh why he would not suggest that the Town apply for funds to aid in the prevention or elimination of blight. She noted that she sees a lot of properties that she considers areas of blight around town. Mr. Darragh explained that there would have to be 25% of the infrastructure and buildings in fair or poor condition in the target area. The area, typically a commercial area, has to be approved. In response to Ms. Linskey's question about what the Town can do to clean the properties up and attract more business, Mr. McGaughey explained that the Planning Board is currently working to rezone the area around the square for mixed use.

It was decided to extend this public hearing, get a schematic design of the COA renovations, flush out ideas about social service programs, and move forward with trying to create a waiting list for housing rehab.

MOTION: By Mr. Moore, second by Mr. Sheehan, to continue the Community Development public hearing until 7:15 pm on Wednesday, January 22, 2014

VOTE: 4:0

The Board reviewed the current Community Development Strategy. Mr. Darragh explained that if it was submitted last year, and it was accepted, it is good for three years. The Community Development Priorities were reviewed.

MOTION: By Mr. Moore, second by Mr. McGaughey, to accept the Community Development Strategy and Priorities as is for 2014

VOTE: 4:0

The Board reviewed the contract presented by COMMUNITY OPPORTUNITIES GROUP, INC. for consulting services related to preparing an FY2014 Community Development Fund I grant application.

MOTION: By Mr. Sheehan, second by Mr. Moore, that the Board of Selectmen vote to authorize the Chairman to execute an Agreement between the Town of Holbrook and Community Opportunities Group, Inc. for services relative to preparing an FY2014 Community Development Grant Application and authorize the Town Administrator to act on behalf of the Board of Selectmen with respect to this Agreement

VOTE: 4:0

Representatives of NSTAR were present to discuss a transmission system project in Holbrook. It was explained that NSTAR will be completing a project off Pine Street, and they are filing with the Department of Public Utilities (DPU) seeking a zoning exemption. The DPU will be looking for a letter of support from the Town of Holbrook prior to writing an exemption. The project, which also goes through Sharon and Stoughton, includes hanging another line on the existing transmission towers in

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of January 8, 2014*

Holbrook to provide reliability and capacity, and will include some underground work. A new control center building will also be added. NSTAR will provide the value of the construction in Holbrook. The petition is due to the DPU in the middle of February. The DPU will schedule a hearing and notify the Town and the abutters. NSTAR'S contact on the project is Mr. Jack Lopes. It is expected that the required hearings will take about 18 months. The Board asked that NSTAR contact the Holbrook Zoning Board of Appeals and the Town may contact Town Counsel.

Richard Reuss, the Emergency Management Director, advised that he has been notified that a grant in the amount of \$3,500.00 has been received for shelter supplies for the Medical Reserve Corps. It requires the signature of the Chairman of the Board.

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen vote to authorize the Chairman to execute an Agreement (Contract #MRC 14-0398) between the National Association of County and City Health Officials (NACCHO) and the Town of Holbrook, for a grant in the amount of \$3,500.00 for the Medical Reserve Corps

VOTE: 4:0

Arthur Boyle, the Health Agent, announced that FLU SHOTS are still available from the Board of Health for residents and at no cost.

Mr. Reuss and Mr. Boyle spoke about STORM PREPAREDNESS recommendations for residents, including some necessary supplies and precautions. If necessary, space will be made available for a warming center for residents. Residents should contact the Police Department to initiate assistance.

Arthur C. George, Esq. was present to discuss a GIFT OF THREE PARCELS OF LAND for conservation purposes from Lois M. Marruzzi aka Lois M. Gourley, Trustee of Juniper Realty Trust. The parcels are: Off King Road, Map 27 Lot 269; 23 Arbor Road, Map 39 Lot 048; and 64 West Shore Road, Map 33 Lot 123. Mr. George said the parcels are in tax title, but have a value, and the Conservation Commission has voted to accept them. Mr. Phelan asked why they are considered valuable for conservation purposes. The Board indicated that it will not accept them without doing some research because of the cost to the Town by accepting them, and because they do not know if the parcels are buildable. This item will be placed on the agenda for January 22, 2014.

MR. RICHARD STAGNONE, of Sprague Ave., explained that he is impressed with the work of the Permanent School Building Committee, and that he supports regionalization with the Town of Avon. He would, however, vote against building a school unless he knows the Town's stand on regionalization prior to voting to fund the building of a new school. Mr. Phelan said that another resident, MR. WILLIAM WHITEBONE, expressed the identical opinion to him earlier today. Mr. Phelan explained that the Massachusetts Association of Regional Schools (MARS), who conducted a study of regionalizing with Avon, concluded that there are educational benefits to such a partnership. However, the Permanent School Building Committee (PSBC) is moving forward toward a new PK-12 building for Holbrook students only, because of a projected 6-month delay in building a building if regionalization is considered. It was noted that the School Committee recently voted to support a town meeting article to create a regional planning committee.

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of January 8, 2014*

SPECIAL TOWN MEETING:

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen schedule a special town meeting on February 12, 2014, at 7:15 pm, at Holbrook Junior-Senior High, 245 South Franklin Street

VOTE: 4:0

MOTION: By Mr. Moore, second by Mr. Sheehan, that the warrant for the special town meeting open on Thursday, January 9, 2014 and close on Thursday, January 16, 2014

VOTE: 4:0

An article asking that the Town vote to establish a regional school district planning committee will be placed on the warrant.

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen publicly support the creation of a regional planning committee

VOTE: 4:0

BURGER KING submitted its Common Victualler License renewal application too late for renewal along with all the other licenses in December. They did, however, submit a complete application prior to December 31st.

MOTION: By Mr. Sheehan, second by Mr. Moore, that the Board of Selectmen approve the renewal of the Common Victualler License in the name of Northeast Foods, LLC dba Burger King at 769 South Franklin Street, 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: 4:0

Mr. Phelan reported that:

- o The FY2015 departmental BUDGET REQUESTS are being reviewed and forwarded to the Finance Committee. He said that the Board's priorities relative to the budget will need to be discussed. The Capital Improvement Planning process will need to begin soon as well.
- o The renovation of the former fire station adjacent to the Town Hall is going very well. It is under budget at this point with a new heating and air conditioning system, hardwood flooring upstairs, new windows and a new foundation where needed.
- o Public Works Superintendent Benjamin Ecord has suggested that the Public Works garage to the rear of the Town Hall be torn down, that a parking lot be created at that location, and that a metal building be erected at the Public Works Compound off Maple Ave.

It was discussed that the INSPECTIONAL SERVICES budget should be consolidated for FY2015.

SNOW AND ICE:

Supt. Ecord forwarded a letter to the Board asking that they vote to allow deficit spending of the SNOW and ICE budget for this fiscal year due to the storms that have already occurred so early in the winter, nearly depleting the budget.

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of January 8, 2014*

MOTION: By Mr. Gordon, second by Mr. Moore, that the Board of Selectmen vote to 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 2014 under Line Item 01-423-5532-000, Snow and Ice Expense, as per the recommendation of the Superintendent of Public Works

VOTE: 4:0

Treasurer/Collector Paul Digirolamo explained that he is paying off another \$75,000 of a \$300,000 NOTE and rolling over the remaining \$150,000 on a short-term basis at a rate of 0.65%. He asked that the Board sign the necessary documents.

Mr. Digirolamo reported that he is halfway through November 2013 with cash, and has been placing liens on unpaid water and sewer bills.

Supt. Ecord and the Public Works Department were thanked for the work they did cleaning up after the recent snowstorm.

QUINCY STREET will be a priority for repaving in the spring.

It was reported that the Planning Board has made contact with Atty. Mark Bobrowski, who will consult with the Planning Board on creating MIXED USE ZONING.

MOTION: Made and seconded at 10:00 pm to adjourn the meeting

VOTE: 4:0

Kevin J. Sheehan, Clerk

Documents:

Agenda

Minutes

Snow & Ice request

NACCHO contract

Community Development handouts

Community Opportunities agreement

Information on gift of 3 parcels