

Holbrook Board of Selectmen

Minutes of the Regular Session of

Wednesday, June 11, 2014

Present: Matthew V. Moore, Vice-Chairman & Acting Chairman  
Kevin J. Sheehan, Clerk  
Richard B. McGaughey, Associate  
Daniel F. Moriarty, III, Associate

Absent: Timothy J. Gordon, Chairman

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 7:03 p.m. by Acting Chairman Moore, in the Selectmen's Meeting Room, Holbrook Town Hall, 50 North Franklin Street, Holbrook, MA 02343, and began with the Pledge of Allegiance.

MINUTES: By Mr. Sheehan, second by Mr. Moriarty, to accept the minutes of the regular session of Wednesday, May 7, 2014, as printed

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

It was announced that Fire Chief Luke McFadden has promoted Firefighter/Paramedic Andrew Johnson to the rank of Fire Lieutenant effective June 10, 2014, and Firefighter/Paramedic Jared Murphy has been appointed to his rank as a Firefighter/Paramedic.

State Representative Ronald Mariano has suspended his town hall office hours for the summer.

Mr. Phelan reported that:

- The renovation of the second floor of former Fire Station 1 is complete, and the downstairs should be done in about a month.
- He recommends that the Board consider combining the clerk's position in the Planning Board office with the other inspectional services departments to create better coverage of the departments and allow for cross training. Mr. Phelan asked that the Board allow him to begin impact bargaining because the Planning clerk is non-union, and the other departments have Union positions. The Board indicated that he should proceed.
- The summer help will be placed mostly in the Public Works Department, with a couple helping in the Town Hall or Library. They are Holbrook residents, just out of high school or in college.

Ms. Judy Azanow and Ms. Kelli Ann O'Leary were present to explain that the LOCAL CULTURAL COUNCIL would like to set up a Gift and Donation account for money they will receive through fundraising and donations. They anticipate adding more cultural and humanity programs, beginning with a summer concert series. It was discussed that this request is allowed under Mass. General Law, Chapter 10, Section 58, and no vote of the Board is required.

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Mr. Phelan recognized Police Commissioner Paul Porter, retired Police Sergeant Mark Shanly, resident David Martineau, the Avon Deputy Police Chief, and resident Michael Mihalow for their service on the INTERIM CHIEF OF POLICE COMMITTEE. This committee considered three candidates and broke the process down into components, including oral and written segments, similar to the selection of the Fire Chief. The committee unanimously chose SERGEANT WILLIAM J. SMITH as the Town's Acting Chief of Police. Sgt. Smith and his family were present. It was explained that Sgt. Smith stood out because of his experience, demeanor and leadership qualities. Commissioner Porter said that his interview was extremely impressive, and his professionalism, communication skills and leadership are outstanding. Sgt. Smith has 27 years on the department, with 5 ½ as a sergeant.

MOTION: By Mr. McGaughey, second by Mr. Moriarty, to accept the recommendation of the Interim Chief of Police Committee and appoint Sgt. William J. Smith as the Town of Holbrook's Acting Chief of Police

VOTE: 4:0

YEAR END APPROPRIATION TRANSFERS:

MOTION: By Mr. Sheehan, second by Mr. Moriarty, to grant the request for the transfer of \$25,000.00 from Sewer Enterprise MWRA, 27-440-5652-000, to be transferred to Sewer Enterprise Sanitary/Waste, 27-425-5421-000, in order to maintain the sewer pump stations

VOTE: 4:0

MOTION: By Mr. McGaughey, second by Mr. Sheehan, to grant the request for the transfer of \$300.00 from COA General Expense, 01-541-5421-000, to be transferred to COA Van Drivers, 01-541-5114-000

VOTE: 4:0

MOTION: By Mr. Moriarty, second by Mr. McGaughey, to grant the request for the transfer of \$450.00 from Board of Health, 01-511-5112-000, to be transferred to Inspectional Clerical, 01-241-5114-000, to be used for the clerical cost for ZBA and Conservation meetings

VOTE: 4:0

VACATION CARRY-OVER REQUESTS:

The Board considered the requests from employees under the Personnel By-Law, and those with personal contracts requiring the vote of the Board for vacation carry-over.

MOTION: By Mr. Moriarty, second by Mr. McGaughey, that the Board of Selectmen approve the following requests for vacation carry-over from FY14 into FY15:

Laurice Hedges, 8 days (56 hrs.)

Marjorie Godfrey, 8 days (56 hrs.)

Arthur Boyle, 60 hrs.

Chief Luke McFadden, 7 days

VOTE: 4:0

The Board discussed the submission of the FINAL SCHEMATIC DESIGN APPROVAL CERTIFICATION AND CHECKLIST to the Massachusetts School Building Authority (MSBA) for the new school project. Although some members said they are in favor of regionalization, they indicated the residents have the right to decide on the project.

MOTION: By Mr. McGaughey, second by Mr. Moriarty, to authorize the Chairman to execute the MSBA Final Schematic Design Approval Certification and Checklist for the School Building Project

VOTE: 4:0

Mr. Phelan explained the current status of the WEYMOUTH STREET at PINE and SYCAMORE INTERSECTION IMPROVEMENT PROJECT. The engineers, CHA Consulting, Inc., have presented a contract for their services, bringing the project from 25% design to completion. The estimated cost for the engineering services is \$129,600. There will be a full set of traffic lights, and the intersection will be re-graded.

MOTION: By Mr. Moriarty, second by Mr. McGaughey, to authorize the Chairman to execute the Extra Work Authorization with CHA Consulting, Inc. (CHA) for Final Design & Construction Administration Services for the Reconstruction of the Weymouth, Pine & Sycamore Street Intersection

VOTE: 4:0

Mr. Phelan advised that the state sets the WORKERS' COMPENSATION INSURANCE rates and the insurance companies take into consideration the history of the Town's claims. The FY15 workers' compensation insurance is estimated at \$187,199.00.

MOTION: By Mr. McGaughey, second by Mr. Moriarty, to authorize the Chairman to execute the Participation Agreement & Bind Order for FY15 Workers' Compensation Insurance with MEGA Property & Casualty Group, Inc.

VOTE: 4:0

It was explained that the Great Pond Dam is in need of repair, and is listed as a high hazard site by the Department of Environmental Protection (DEP). Holbrook's share of the Tri-Town Water project is available.

MOTION: By Mr. McGaughey, second by Mr. Sheehan, to authorize Selectman Sheehan, as the Holbrook Representative to the Tri-Town Board of Water Commissioners, to execute Appendix A of a grant application filed with the Executive Office of Energy and Environmental Affairs, Dam and Seawall Loan fund, for assistance with dam repairs and similar unregulated impoundments, requiring matching funds of 15% for the Town of Holbrook, in the amount of \$43,680, contingent on grant approval

VOTE: 4:0

The Massachusetts State Lottery Commission notified the Town that Convenience Mart, 779 South Franklin Street, is being offered the opportunity to sell the KENO TO GO product. If the Town objects, it must do within twenty-one days. The Board indicated that they would not object.

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ANNUAL APPOINTMENTS:

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to appoint the following, with terms to expire on June 30, 2015:

Animal Control Officer	Laurice Hedges
Building Inspector	Daniel F. Moriarty, Jr.
Emergency Management Director	Richard Reuss
Emergency Management Deputy Director	Gene Santorelli
Field Driver/Pound Keeper	Laurice Hedges
Gas Inspector	John Callahan
Norfolk County Advisory Board Rep.	Kevin J. Sheehan
Parking Clerk and Hearings Officer	Jeanmarie Tarara
Plumbing Inspector	John F. Callahan
Assistant Plumbing/Gas Inspector	Mark J. Grzybinski
Sealer of Weights and Measures	D. Leo Donovan (Interim)
Deputy Sealer of Weights and Measures	D. Leo Donovan
Town Counsel	Murphy, Hesse, Toomey and Lehane
Veterans' Agent	Leo Fuller
Wiring Inspector	Alfred G. Oswald

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

The Assistant Building Inspector's position will be voted at another meeting.

MOTION: By Mr. Moriarty, second by Mr. Sheehan, to make the following appointments with terms to expire on June 30 of the year indicated:

Board of Registrars	Charles M. Dance	2017
Conservation Commission	Frank Duggan, Jr.	2017
	Kevin Bardon	2017
	Timothy M. Stinson	2017
	Timothy M. Stinson	2017
Constables	Ralph J. Colarusso	2015
	Jerold Loomis	2015
Council on Aging	Catherine Brennan	2015
	Liliana Cesarini	2015
	Louise Currie	2015
	William Currie	2015
	Robert Matson	2015
	Raymond Molling	2015
	Gary Newton	2015
	Mary E. Pacuska	2015
	Monica Scanlan	2015
	Pauline Smith	2015
Jerane Swanton	2015	

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Emergency Management		
Auxiliary Police Officers	Pedro Brache	2015
	Toni Cann	2015
	Vincent A. Digiacommo	2015
	Dan Hackett	2015
	Michael Malvestri	2015
	Donald McCabe	2015
	Kimberly Medeiros	2015
	Joseph C. Morgan	2015
	Richard Reuss	2015
	Armando Soto	2015
	Scott Stuart	2015
	Dennis Sullivan	2015
	Kenneth Terrill, Jr.	2015
	Shane M. Tiberio	2015
	Travis White	2015

VOTE: 4:0

MOTION: By Mr. Moriarty, second by Mr. Sheehan, to make the following appointments with terms to expire on June 30<sup>th</sup> of the year indicated:

Special Police Officers	Robert DeMarco	2015
	James Gramm	2015
	Gary M. Lawcewicz	2015
	Michael Lee	2015
	Joseph C. Morgan	2015
	David Reilly	2015
	Richard W. Reuss	2015
	Armando Soto	2015
	Dennis P. Sullivan	2015
	Kenneth Terrill, Jr.	2015
Special Police Officer for School Attendance	Ralph J. Colarusso	2015
Holbrook Historical Commission	Pauline M. Smith	2017
	Carol McDonald	2017
Local Emergency Planning Committee	Timothy J. Gordon	2015
	Benjamin F. Ecord	2015
	Luke McFadden	2015
	Brian Macauley (FD)	2015
	Paul Callinan (BOH)	2015
	Richard Reuss (EMD)	2015
	William J. Smith, Acting Police Chief – Until a Chief is appointed	
Permanent Cable Television Advisory	David Berry	2017
Permanent Veterans’ Memorial Committee	Gary L. Newton	2017
	Dwight R. Nelson	2017
Planning Board – Associate Member	Gerald Graham	2015

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Recreation Commission	Joan M. Brown	2015
	John Flanagan	2015
	Annette Grennan	2015
Town Forest Committee	Dale Lewis	2017

VOTE: 4:0

MOTION: By Mr. McGaughey, second by Mr. Moore, to make the following appointments with terms to expire on June 30<sup>th</sup> of the year indicated:

Town Scholarship Committee	Daniel J. Dieso, Jr.	2017
	Carol Knowlton	2017
Zoning Board of Appeals	Stephen Zeboski	2017
	John Fredericks/Alternate Member	2015
Capital Improvements Planning Committee	Teresa McCue, Citizen at Large	2015
	Danh Nguyen, Citizen at Large	2015
	Kevin Sheehan, Selectmen's Rep.	2015
Energy Committee	Francis J. Duggan, Jr.	2017
	Gerald Graham	2017
	John Moriarty	2017

Permanent School Building Committee

VOTING MEMBERS:

Local budget official or member of local finance  
Committee

Peter Mahoney 6/30/17

One (1) Member of Community – HVAC

Frederick White 6/30/17

NON-VOTING MEMBERS:

Member who is MCPPO certified

Charles Mahoney 6/30/17

Town Administrator or Manager

William J. Phelan 6/30/17

Local Official responsible for Building Maintenance

Michael Bolger 6/30/17

VOTE: 2:0:2 (Mr. Sheehan and Mr. Moriarty abstained)

A list of vacancies on committees and in appointed positions was taken under advisement.

Town Treasurer/Collector Paul Digirolamo reported that he is working on the May reconciliation. He asked that the Board sign a \$1,450,000 note for borrowing for water improvements, including the 2013 water projects and the 2014 water main replacement projects.

Mr. Ecord was commended for his work in overseeing the water main projects. It was discussed that fifty of the larger old water meters will be replaced, which will increase the accuracy of those commercial bills.

Mr. Moriarty congratulated the recent graduates and the speakers from the Class of 2014.

MOTION: At 8:15 pm, to adjourn to executive session to discuss strategy related to collective bargaining with Union personnel (Clerical), and not return to open session

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

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Kevin J. Sheehan, Clerk

Documents:

Agenda  
Minutes  
Fire Dept. announcement  
Cultural Council request  
Appropriation Transfer Requests  
Vacation Carry-Over Requests  
CHA agreement  
MEGA agreement  
Dam repair application form  
Lottery letter  
Appointment list  
List of appointment vacancies