

Holbrook Board of Selectmen

Minutes of the Regular Session of

Wednesday, July 8, 2015

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

In attendance: Edward J. O'Brien, Interim Town Administrator  
Marjorie E. Godfrey, Assistant Town Administrator  
William Smith, Acting Chief of Police  
Benjamin Ecord, Superintendent of Public Works

The meeting was called to order at 7:00 p.m. by Chairman Gordon, in the Selectmen's Meeting Room, Holbrook Town Hall, Floor 3R, 50 North Franklin Street, Holbrook, MA 02343, and began with the Pledge of Allegiance.

MINUTES:

MOTION: By Mr. Moore, second by Mr. Sheehan, to accept the minutes of the regular session of Thursday, June 4, 2015, as printed

VOTE: 5:0

MOTION: By Mr. Moriarty, second by Mr. Sheehan, to accept the minutes of the executive session of Thursday, June 4, 2015, as printed

VOTE: 5:0

It was announced that LAKE HOLBROOK will be chemically treated to control nuisance aquatic vegetation on Friday, July 17, 2015.

Mr. Gordon explained that the TLA TRANSFER STATION project is now in a site suitability comment period with the Mass. Department of Environmental Protection (DEP).

Mr. O'Brien reported that:

- Code enforcement issues in the Upland Street area are being addressed by the Building Inspector
- There is an upcoming meeting with Representatives of the Metropolitan Area Planning Council (MAPC) to discuss the surrounding community designation related to the potential casino to be built in Brockton, options for the Union Street renovation project, and other projects
- There is a meeting with representatives of the Old English Square project scheduled
- The former Stop & Shop building is being advertised as available for lease
- The eligibility list for the appointment of the new police chief has been completed by Badgequest and the Human Resources Division and received by the Town. Acting Chief William Smith is first on the list, and Sgt. William Marble scored second. There is a 17 day appeal period, ending on the 13<sup>th</sup>, and a contract will have to be negotiated. A formal swearing in could be done on July 22<sup>nd</sup>.

MOTION: By Mr. Sheehan, second by Mr. Moriarty, that the Board of Selectmen appoint William Smith to the position of permanent full-time POLICE CHIEF, subject to the 17 day waiting period and successful contract negotiations

VOTE: 5:0

Present: Wayne Darragh, Community Opportunities Group  
Ruth Davey, Clerk, Community Development Office

Discussion took place relative to the Community Development Block Grant PROGRAM INCOME FUNDS and the allowed use of those funds. Mr. Darragh explained that they must be used in compliance with the plan in the office. A request to use them other ways could be submitted for the approval of the Dept. of Housing and Community Development. In response to a question about converting a school to a senior center, Mr. Darragh said the funds could be used for handicap access of a public building or converting a public building to a senior center. The PreK-12 school is about two years until completion, when two elementary schools are expected to be vacated. Since there are already families on a waiting list who have qualified for housing rehab loans, it was decided to amend the Program Income Plan and complete four projects at this time. The program income fund will continue to grow due to ongoing re-payments of previous loans. Mr. Darragh will amend the Program Income Plan to reflect the housing rehab projects. The next grant application will be due in February 2016.

MOTION: By Mr. Moore, second by Mr. Moriarty, to authorize releasing \$100,000 of program income to complete housing rehab projects for four citizens who are in the queue with the Community Development outreach program and enter into an agreement with Community Opportunities Group, Inc. for housing rehab services

VOTE: 5:0

In order to fund the \$20,000 for the services of the Program Manager and the Housing Rehab Specialist, Mr. Darragh said additional construction funds that are already available will be used.

ENTERTAINMENT LICENSE – J D SMITH, INC. dba SMITH’S CATERING 220 SOUTH FRANKLIN STREET:

MOTION: By Mr. Sheehan, second by Mr. Moriarty, to open the hearing on the application of J D Smith, Inc. dba Smith’s Catering, 220 South Franklin Street, for an entertainment license for live entertainment during functions, including small bands, singers, and disc jockeys

VOTE: 4:0:1 (Mr. McGaughey abstained)

MOTION: By Mr. Moriarty, second by Mr. Sheehan, to continue the hearing on J D Smith, Inc. dba Smith’s Catering, until the next meeting, on July 22<sup>nd</sup>

VOTE: 4:0:1 (Mr. McGaughey abstained)

The SOLID WASTE contract discussion was postponed until the next meeting.

Mr. Ecord explained that Environmental Partners has been hired to look at the structure of the LAKE HOLBROOK DAM, decide on a recommended fix, and complete follow up information with the Department of Conservation and Recreation (DCR). Some trees will be removed around the dam, because it appears the root system is damaging the structure of the dam.

A letter from the COPELAND FAMILY FOUNDATION, INC., of Milton, MA, was read. The Foundation voted to donate the sum of \$6,000.00 to the Town of Holbrook, to be used for the Animal Shelter. This is an increase of \$1,000.00 over previous annual donations to the Town. The Board indicated their appreciation for the Foundation's support and generosity.

Town Treasurer Paul Digirolamo reviewed the list of properties included in the TAX TITLE AUCTION on July 15, 2015. The Board indicated the minimum bids should include the tax title amount plus the fees indicated on the handout sheet, and asked Mr. Digirolamo to consult with Building Inspector Daniel Moriarty, Jr.

Chairman Tim Gordon recused himself at 7:40 pm and left the room.

Mr. O'Brien suggested that the Board appoint the Town Administrator Search Advisory Committee to include:

Selectman Matthew Moore  
Interim Town Administrator Edward O'Brien  
School Representative Nancy Alterio  
Residents Paul Currie and Michael Fleming

Others who volunteered for the committee were thanked for coming forward and supporting the Town.

MOTION: By Mr. Sheehan, second by Mr. Moriarty, to appoint the members of the Town Administrator Search Committee as discussed

VOTE: 4:0

Mr. O'Brien explained that he contacted the Towns of Avon and Abington regarding the salary of their Town Administrator/Manager. With Avon at \$135,000 and Abington at \$140,000, he recommended that the Board establish a recommended range of \$110,000 - \$135,000, depending on the experience and education of the candidate.

MOTION: By Mr. Moore, second by Mr. McGaughey, to accept the Town Administrator salary range as an annual salary of \$110,000 - \$135,000, as presented

VOTE: 4:0

Chairman Gordon returned to the meeting at 7:47 pm

Mr. O'Brien reported that Rep. Ronald Mariano and Sen. John Keenan will do research to find an additional \$600,000 needed to fund the completion of the UNION STREET RENOVATION as planned. The engineering firm of Howard Stein Hudson suggested the Town consider reducing the scope of the project. Different scenarios were reviewed. The Mullins Company will be consulted to find out where they are on the Old English Square project, which would have included the renovation of a portion of Union Street.

Resident Ellen Walsh submitted biographical information on MR. NOEL KING, a former Selectman who served in the Army during WWII. He died following a bombing attack at Guadalcanal in January 1943. Mrs. Walsh suggested that the Board consider naming the new meeting room after Mr. King.

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MOTION: By Mr. Moore, second by Mr. Sheehan, to accept the name of the new Selectmen's Meeting Room to be known as the NOEL C. KING MEETING ROOM

VOTE: 5:0

APPOINTMENTS:

It was explained that an appointment was made to fill the Planning Board's Associate Member's position at a previous meeting. That vote will need to be rescinded and reconsidered at a meeting with both the Planning Board and the Board of Selectmen present.

MOTION: By Mr. Moore, second by Mr. Moriarty, to rescind the appointment of Chris Golden as the Associate Member of the Planning Board

VOTE: 5:0

MOTION: By Mr. Gordon, second by Mr. Moriarty, to appoint the following Emergency Management Auxiliary Police Officers, with terms to expire on June 30, 2016:

Toni Cann  
Vincent A. Digiacomio  
Donald McCabe  
Kimberly Medeiros  
Richard Reuss  
Scott Stuart  
Dennis Sullivan  
Kenneth Terrill, Jr.  
Shane M. Tiberio  
Danny Steele

VOTE: 5:0

MOTION: By Mr. Gordon, second by Mr. Moriarty, to appoint the following members of the Council on Aging, with terms to expire on June 30, 2016:

Catherine Brennan  
Liliana Cesarini  
Louise Currie  
William Currie  
Robert Matson  
Raymond Molling  
Gary Newton  
Mary E. Pacuska  
Monica Scanlan  
Pauline Smith  
Jerane Swanton

VOTE: 5:0

YEAR END TRANSFERS:

MOTION: By Mr. Gordon, second by Mr. Moore, to grant the request to transfer \$50.00 from Board of Health 01-511-5112-000, to be transferred to Planning 01-175-5114-000, in order to balance the clerical payroll due to an unanticipated step increase at 6 months

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VOTE: 5:0

MOTION: By Mr. Sheehan, second by Mr. Moriarty, to grant the request to transfer \$736.85 from Selectmen General Expense 01-122-5421-000, to be transferred to Town Administrator 01-123-5112-000, in order to pay the salary for the Interim Town Administrator during June 2015

VOTE: 5:0

MOTION: By Mr. Gordon, second by Mr. Sheehan, to request that the Finance Committee transfer the sum of \$16,525.95 from the RESERVE FUND, said sum to be transferred to Town Administrator Contractual Obligations 01-123-5190-000, in order to pay the contractual obligations for former Town Administrator William Phelan to cover unused personal and sick time

VOTE: 5:0

Chief Smith reported that a \$1,500 grant has been received to pay for needle resistant gloves, and a resident is donating \$5 and \$10 gift cards to be given to children for things like using a helmet or using a crosswalk.

Supt. Ecord reported on the progress of the water, sewer, and signalization projects that are ongoing.

Treasurer Digirolamo reported that he is preparing for the annual audit. Mr. Gordon suggested that he consider borrowing for the whole school project in order to benefit from the low interest rates.

The subject of accepting more streets will be discussed at an upcoming meeting.

Mr. O'Brien said that a resident has inquired about the possibility of a 40R project on North Franklin St. The next step in constructing a new Tri Town Water Treatment Plant involves a formal presentation to the Board of Selectmen or Town Councils in Randolph, Holbrook and Braintree.

Mr. Gordon announced that he is resigning from the Board of Selectmen, effective on July 9<sup>th</sup>. Mr. Moore spoke on behalf of the remaining Board members and thanked Mr. Gordon for his dedication and accomplishments on behalf of the Town.

ADJOURN:

MOTION: At 8:20 pm, by Mr. Moore, second by Mr. Sheehan, to adjourn the meeting

VOTE: 5:0

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Daniel F. Moriarty, III, Clerk

Documents:

Appropriation transfer requests, Reserve Fund request, Community Opportunities Group agreement, minutes, letter re: Noel C. King, Smith's Catering application info, letter from Copeland Family Foundation, Tax Title auction list