

Holbrook Board of Selectmen

Minutes of the Regular Session of

Tuesday, November 10, 2015

Present: Matthew V. Moore, Chairman  
Kevin J. Sheehan, Vice-Chairman  
Richard B. McGaughey, Associate

Absent: Daniel F. Moriarty, III, Clerk

In attendance: Timothy J. Gordon, Town Administrator  
Marjorie E. Godfrey, Assistant Town Administrator  
Luke McFadden, Fire Chief  
Benjamin Ecord, Superintendent of Public Works

The meeting was called to order at 7:00 p.m. by Chairman Moore, in the Selectman Noel C. King 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. Sheehan, second by Mr. McGaughey, to accept the minutes of the regular session of Wednesday, September 23, 2015, as printed

VOTE: 3:0

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to accept the minutes of the executive session of Wednesday, September 23, 2015, as printed

VOTE: 3:0

MOTION: By Mr. Sheehan, second by Mr. Moore, to accept the minutes of the regular session of Wednesday, September 30, 2015, as printed

VOTE: 3:0

It was announced that the Board of Assessors is waiting for the final certification of the new property assessments. The preliminary numbers are now available for review by property owners.

Chairman Moore acknowledged Veterans Day and thanked all Veterans for their service. He also recognized the Marine Corps, which was established 240 years ago.

Town Administrator Gordon reported that:

- Subway is expected to re-apply for a common victualler's license for the Highland Plaza.
- The purchase and sale agreement has been signed for the sale of 227 Plymouth Street. The closing has been scheduled for January 20, 2016.
- It has been suggested that the Town hold the Annual Festival of Lights on a Saturday evening at 5:30 pm. December 5<sup>th</sup> has been proposed. There was discussion, with some members preferring continuing on a weekday evening. Residents will be polled via Facebook.
- A department head meeting has been scheduled to discuss the 2017 budget process, capital improvements, record retention, and other issues.

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- Mr. Tom Comer from the County Sheriff's Department has looked at the demo project on the top floor of the Town Hall. Mr. Moore explained that the gilded ceiling, stage area and balcony may be restored to their former glory through the use of the Sheriff's Department and historic grants.
- The Permanent Cable Television Advisory Committee has begun working on the renewal of the 10-year license agreement with Comcast.
- The Planning Board has recently been presented with concept plans for three new projects.
- There is one vacant seat on the Finance Committee and one vacant seat on the Permanent School Building Committee for a Member at Large. These openings will be advertised on the Town's web page.
- The Library Director, Deb Clifton, is resigning her position effective December 5<sup>th</sup>.
- The MassDEP comment period for public comments on the proposed trash transfer station on Phillips Road is open until November 18<sup>th</sup>. The next step in the process will be hearings conducted by the local Board of Health.

The new Town Administrator, TIMOTHY J. GORDON, was sworn in to his position by Town Clerk Jeanmarie Tarara. Mr. Gordon began working in this capacity on Wednesday, November 4<sup>th</sup>. His wife, Nancy, was present for the ceremony.

Mr. Jeffrey Schofield, an independent contractor, spoke about his request to SOLICIT DOOR-TO-DOOR on behalf of Comcast. The members of the Board explained why they could not support door-to-door sales.

MOTION: By Mr. Moore, second by Mr. McGaughey, to deny the application for a permit to solicit door to door on behalf of Comcast/Xfinity from Mr. Jeffrey Schofield

VOTE: 3:0

Present: Keith O'Brien, Chairman; Fred White; Zack Gorman – Members of the Permanent Cable Television Advisory Committee

Mr. O'Brien explained that the Permanent Cable Television Advisory Committee has begun meeting with Attorney William August relative to the renewal of the COMCAST LICENSE agreement, which expires in 2018. Prior to February 10<sup>th</sup>, there will need to be an ascertainment hearing held. It can be held by the Board of Selectmen, which is the Licensing Authority, or it can be held by the Advisory Committee.

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to authorize the Permanent Cable Television Advisory Committee to hold the open hearing for the renewal process of the Comcast license

VOTE: 3:0

Mr. Gorman said the Committee will put together a report for the review and approval of the Selectmen.

APPOINTMENTS – Town Administrator Timothy J. Gordon:

MOTION: I move that the Board of Selectmen vote to appoint Town Administrator Timothy J. Gordon to the following committees or positions:

Randolph/Holbrook Joint Water Board Designee

Tri Town Water Board Designee

Capital Improvements Planning Committee  
Pavement Management Committee  
Surrounding Community Negotiating Team  
Memorial Day Committee  
Permanent School Building Committee, with a term to expire June 30, 2017

VOTE: 3:0

Mr. Gordon explained that Communications Director Steve Hooke needs a vote to authorize the Town Administrator to commit the Town for a construction grant application to expand the Communications Department through a State 911 Department Development Grant.

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen grant authority to Town Administrator Timothy J. Gordon to commit the Town of Holbrook's participation in the Norfolk County Regional – Public Safety Answering Point as a partner in updating Norfolk County Control into a Regional – Public Safety Answering Point, as set forth in the application for State 911 Department Development Grant funding submitted by the Town of Holbrook

VOTE: 3:0

The Annual MWRA MUNICIPAL DISCHARGE PERMIT Application requires the Chairman's signature. The questions in the application were answered by Supt. Ben Ecord, and reviewed by the Town's engineering consultant, Environmental Partners. This permit allows the Town to send waste to the MWRA.

MOTION: By Mr. McGaughey, second by Mr. Sheehan, to authorize the Chairman to execute the 2016 MWRA Municipal Discharge Permit Application

VOTE: 3:0

Police Chief Smith could not attend the meeting this evening. His request for 3 new police officers will be discussed at the next meeting.

Supt. Ecord explained that there was a bid opening for WASHED SAND FOR ICE CONTROL on November 4, 2015. Mr. Ecord recommended that the Board award the bid to the lowest responsible bidder, G. Lopes Construction, Inc. 490 Winthrop Street, Taunton, MA 02780.

MOTION: By Mr. Moore, second by Mr. Sheehan, to accept Supt. Ecord's recommendation to award the Sand Bid for fiscal year 2016 to the lowest responsible bidder, G. Lopes Construction, Inc., 490 Winthrop Street, Taunton, MA 02780, at a bid price of \$13.82 per ton delivered

VOTE: 3:0

Supt. Ecord reported that the lights at Weymouth, Pine and Sycamore Streets are complete. Additional signage has been put in place because people were going through the red lights. He said that other than one more paving job on Weymouth Street from over the hill to the pump station, the construction projects are done.

Chief McFadden reported that the pre-emptor at the Weymouth Street intersection has been tested and is working. He explained a mechanical problem with one of the Department's vehicles. A cost report has

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been submitted for Medicaid. Last year the Town received \$25,000, which closes the gap between the cost of providing the ambulance services and what Medicaid actually reimburses the Town.

ADJOURN:

MOTION: At 7:55 pm, By Mr. Sheehan, second by Mr. McGaughey, to adjourn the meeting

VOTE: 3:0

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Daniel F. Moriarty, III, Clerk

Documents:

MWRA permit application

Application for permit to solicit

Police Chief's request for new officers

Sand bid award recommendation