

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, January 13, 2016

Present: Matthew V. Moore, Chairman
Daniel F. Moriarty, III, Clerk
Richard B. McGaughey, Associate

Absent: Kevin J. Sheehan, Vice-Chairman

In attendance: Timothy J. Gordon, Town Administrator
Marjorie E. Godfrey, Assistant Town Administrator
Luke McFadden, Fire Chief
William Smith, Chief of Police
Benjamin Ecord, Superintendent of Public Works
Stephan Hooke, Director, Communications Department
Paul Digirolamo, Town Treasurer/Collector

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. Moriarty, second by Mr. McGaughey, to accept the minutes of the regular session of Wednesday, December 2, 2016, as printed

VOTE: 3:0

MOTION: By Mr. Moriarty, second by Mr. McGaughey, to accept the minutes of the regular session of Wednesday, December 9, 2016, as printed

VOTE: 3:0

It was announced that:

- The Permanent Cable Television Advisory Committee will conduct a public hearing on Tuesday, January 19, 2016 to discuss and hear comments from the public relative to the renewal of the Comcast license agreement. All are invited and encouraged to attend and/or offer comments.
- Holbrook Santa provided gift assistance for 95 Holbrook children in December.
- An elderly resident sent a letter recognizing the Public Works Department for helping her with preparing some cartons for recycling after she moved in, which she could not have done all by herself.
- Big Brothers/Big Sisters will be picking up donations in Holbrook on Saturday, January 16th. Call them in advance at 1-800-483-5503 to make arrangements for pickup.
- Town Administrator Gordon will be the Chairman's designee to vote at the Mass. Municipal Association's Annual Meeting on January 23, 2016.

An ANONYMOUS TIP LINE has been established so that residents can report any concerns they have about questionable activities in their neighborhood or the schools. This line is not for emergencies, and no calls will be returned. 781-767-COPS (2677). Officer Casey Surprenant was thanked for his work on social media on behalf of the Police Department.

The Town was incorporated on February 29, 1872. There is a leap year BIRTHDAY CELEBRATION to be held on Sunday, February 28th at 2:00 pm at St. Joseph's School hall. There will be music provided by students, at least two individuals will be honored for their service to the Town, and light refreshments will be provided. All are welcome.

A meeting was held with BETA Engineering about placing a roadway project on the Transportation Improvement Program (TIP). The area including South Franklin Street from Holbrook Square to Reeds Lane was chosen. The new school is being built and the new overlay district is in place along that road.

Mr. Gordon explained that:

- He recommends that the Town complete an application for a STATE COMMUNITY COMPACT focusing on Financial Management Best Practices. It is a nonbinding agreement, with the Town identifying which best practices it is interested in, and trying to implement them.

MOTION: By Mr. Moore, second by Mr. Moriarty, to authorize the Town Administrator, on behalf of the Board of Selectmen, to complete an application for a State Community Compact focusing on Financial Management Best Practices

VOTE: 3:0

- The Town has been working on receiving permission to destroy old records based on the State's RECORD RETENTION policy. Shred King will be shredding and disposing of approximately 3 tons of paper records.
- Mass. Gaming will be conducting a public hearing on the Brockton Casino proposal at the Junior-Senior High School on Thursday, January 28th.
- The former Selectmen's meeting room on the first floor of the Town Hall is being renovated. The handmade quilt, made by Town residents, displaying the history of the Town, will be hung in a glass case on a wall in the renovated room, which will be known as the HERITAGE ROOM. Display cases will be installed on the wall for displaying some of the Town's history.

A discussion took place about the lack of PARKING AT THE JUNIOR-SENIOR HIGH SCHOOL while it is under construction. There is not enough parking to accommodate the students, staff, voters, the poll workers, etc., for the annual town election and the presidential primary and election. A plan must be put in place. The Superintendent will be contacted.

- The date for the ANNUAL TOWN MEETING will be set by the Board at the next meeting. May 4 or 11 are under consideration.
- The proposed VERIZON PROJECT now includes a small cabinet to house equipment, instead of a new building.

PUBLIC HEARING to discuss a proposed FEDERAL FY2016 MASSACHUSETTS COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) REGIONAL APPLICATION WITH THE TOWN OF ROCKLAND, report on current grants, and discuss community development and housing needs and issues facing the Town:

Present: Wayne Darragh, Vice-President, Community Opportunities Group
Kathleen Kelleher, Associate, Community Opportunities Group

The hearing notice published in the newspaper was read aloud.

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of January 13, 2016*

MOTION: At 7:28 pm, by Mr. Moriarty, second by Mr. McGaughey, to open the public hearing
VOTE: 3:0

Mr. Darragh explained that this hearing is to consider the FY16 application. The last grant received was in 2005. Grants for the senior center have been unsuccessful twice. Mr. Darragh recommended that the Town consider housing rehab. A letter was read from a senior resident who received housing rehab services under the last grant and supports the program.

The tiered system used to arrive at a needs score on a scale of 0 to 35 was explained. It was suggested that Holbrook partner with the Town of Rockland in order to gain bonus points. Projects must meet national objectives: benefit low/moderate income citizens; eliminate slums or blighted areas; or meet a critical community need. Social service programs should be incorporated to earn bonus points.

It was explained that if Holbrook partners with Rockland, the grant funding would be split about 60% for Holbrook and 40% for Rockland. Rockland would be limited to \$350,000.

The current grant is continuing to use program income from the 2005 grant to assist homeowners. There are currently four more projects approved to participate.

Mr. Darragh said that including a social service would earn 5 bonus points, and recommended that a supplemental fuel assistance program be created. It would service those who do not qualify for federal assistance, but meet the CDBG income limits, or those who run out of federal assistance before the end of the heating season. The grant would be approximately 20% admin, 70% rehab, and 10% fuel assistance.

The Community Development Strategy and the target area for housing activities were reviewed. The target area generally includes the area west of South Franklin Street, from the square to the Brockton line, west to the Randolph line, and east up Union Street, including the Town square and a portion of Plymouth Street, ending at Weymouth Street. Up to 20% can be used for emergency repairs for those residents outside the target area.

MOTION: By Mr. Moore, second by Mr. Moriarty, to approve the Community Development Strategy for submission to the Department of Housing and Community Development (DHCD) as part of the FY16 grant application

VOTE: 3:0

MOTION: By Mr. Moore, second by Mr. Moriarty, that the Board of Selectmen vote to submit an FY16 regional CDF1 joint application with the Town of Rockland to include two activities – a housing rehab program and a fuel assistance program

VOTE: 3:0

MOTION: By Mr. Moore, second by Mr. Moriarty, to designate Town Administrator Timothy Gordon as the Environmental Certifying Officer for the purposes of the environmental review record

VOTE: 3:0

MOTION: By Mr. Moore, second by Mr. Moriarty, that the Board of Selectmen authorize the Chairman and other Town staff to sign grant application forms as necessary

VOTE: 3:0

Resident Stephanie Trowbridge introduced herself and spoke about her interest in an appointment to the vacant position on the PERMANENT SCHOOL BUILDING COMMITTEE for a Citizen at Large.

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of January 13, 2016*

MOTION: By Mr. Moriarty, second by Mr. Moore, that the Board of Selectmen appoint Stephanie Trowbridge to the Permanent School Building Committee as a Citizen at Large, with a term to expire on June 30, 2016

VOTE: 3:0

Chief McFadden explained that the AMBULANCE ABATEMENTS before the Board are the result of routine write offs, uncollectable amounts, and insurance adjustments.

MOTION: By Mr. Moore, second by Mr. Moriarty, to accept the ambulance abatements for the quarter of July 1, 2015 to September 30, 2015, totaling \$156,225.39

VOTE: 3:0

Communications Director Hooke reviewed the terms of the 3-year renewal agreement for primary DISPATCH FOR THE SHARON FIRE DEPARTMENT. The opt-out provision has been changed from 3 months to 6 months and the fees have been increased 43%. Mr. Gordon reported that the actual cost is based on the call volume, and Sharon is pleased with the services. The renewals with Abington and Whitman will be next.

MOTION: By Mr. Moore, second by Mr. Moriarty, to approve the Agreement for an Intermunicipal Primary Fire Department Dispatch System Between the Town of Sharon and the Town of Holbrook, effective December 15, 2015 through June 30, 2019, with annual fees of \$150,000 for FY17, \$154,500 for FY18, and \$159,135 for FY19, and authorize the Chairman to execute the agreement

VOTE: 3:0

The Board reviewed the documents and list of betterments to be placed on the properties included in PHASE V of the SEWER PROJECTS (Crescent Dr., Dorian Way, High Street, Leonard Lane, Spring Lane, Spring Street) and the PLYMOUTH STREET EXTENSION project.

MOTION: By Mr. Moore, second by Mr. Moriarty, to adopt and execute a Certificate of Assessment including the Common Sewers under Phase V (Spring Street area) and the Plymouth Street Extension, as presented, and more particularly described in Exhibit A

VOTE: 3:0

Mr. Gordon explained that a request must be sent to Governor Charlie Baker asking that he file SPECIAL LEGISLATION so that the Department of Revenue can recertify the Town's TAX RATE. It was noticed within hours of the tax rate being set that a payment due in June for the borrowing for the new school was not included in the calculations. Mr. Gordon prepared a letter for the review of the Board.

MOTION: By Mr. Moore, second by Mr. Moriarty, to authorize a letter to the Governor's Office requesting legislation to recertify the tax rate

VOTE: 3:0

Department updates:

- Open burning season begins the end of the week
- Excise tax bills will be going out soon

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of January 13, 2016*

- Lockdown & active shooter training in the schools is continuing
- The Gloucester Police Chief will be coming to Holbrook to discuss the program used in Gloucester to fight the addiction and overdose problem
- Safety Net training is being conducted to help with Alzheimer's patients
- Residents with basketball hoops were advised to pull them back from the street so that they are not damaged during the Town's snow removal efforts
- The Police Department is leaving notes on cars parked overnight on the street that there is a parking ban. The information is also on Facebook and the Department's website

Chief Smith described an incident on January 6, 2016, when Officers Michael Eshner and Samuel Sterling responded to an incident involving an individual with a knife. They worked patiently together and diffused the situation without incident. The Sergeant on duty, Sgt. Robert McNamara, commended their actions. They will be recognized by the Board of Selectmen at the next meeting.

MOTION: At 8:20 pm, to adjourn to executive session to discuss strategy as it relates to litigation (Norfolk County Agricultural School), and not return to open session

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

Daniel F. Moriarty, III, Clerk

Documents:

Minutes

Letter to Governor Baker

Request for appointment to PSBC

Ambulance Abatement request

Certificate of Assessment

Sharon Dispatch Agreement

Letter from resident re: PWD

CDBG hearing information