

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, October 12, 2016

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

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

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. Lee, that the Board of Selectmen approve the minutes of the regular session of Wednesday, September 14, 2016, as printed

VOTE: 3:0

It was announced that the Town Forest Committee has scheduled the following events:

- October 20 – Lantern making for the October 28th Lantern Walk
- October 23 – Harvest Hike
- October 28 – Fall Lantern Walk

Mr. Gordon reported that:

- Robert McKenna, who did an outstanding job, has resigned from the Memorial Day Committee
- He is working on town meeting and collective bargaining
- Student Government Day will be held on Thursday, October 13th
- The water project on Laurel Park is complete; the Pond Street water project begins next week
- Inspectional Services Code Enforcement has identified five problem properties. Title checks are being done and letters will go out.
- A surveyor is being hired to serve on the Survey Board for Inspectional Services
- Work has begun on implementing the Soft Right financial system
- When the recorded Orders of Taking from the Registry of Deeds are received, the abutters will be notified that the process is complete
- D'Ambrosio & Brown has collected \$180,000 in overdue taxes this year, and they are considering a foreclosure auction
- The Dept. of Public Works did an outstanding job fixing/rebuilding the Lake Holbrook Dam

Department Updates:

Fire Chief McFadden reported that the Department's open house last Saturday was a great success.

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Police Chief Smith reported that the Department found a school class ring of a person who has passed away, and was able to find and return the ring to the mother of the owner. The Department has received some new vehicles.

Superintendent Ecord reported that the Pond Street water project will begin, and the milling and paving projects will be completed where the previous water projects were done, and on Route 139, beginning next week.

Treasurer/Collector Digirolamo reported that the collections are slightly higher than they were last year on water and sewer bills. The loan servicing bureaus have been calling to check on balances.

Town Accountant Moseley reported that the balance sheet has gone to the Dept. of Revenue. Free cash is being certified. The auditors will be in and out going forward. The consultant on the new Soft Right financial software will be out on October 24th. The Town will begin using Soft Right on July 1, 2017, and payroll will be added on January 1, 2018. Some FY2016 budget issues will be addressed on the special town meeting warrant of November 16th.

Resident ADAM FABIAN, who has requested an appointment to the Town Forest Committee, introduced himself and spoke about his involvement with the Cub Scouts and the out of doors.

MOTION: By Mr. Moriarty, second by Mr. Lee, that the Board of Selectmen appoint Mr. Adam Fabian to the Town Forest Committee, with a term to expire on June 30, 2017

VOTE: 3:0

Mr. Gordon explained that he met with the three candidates for the position of WIRING INSPECTOR, including Mr. Jason Churchey, Mr. David Keenan, and Mr. Gerald Graham, the current Assistant Wiring Inspector. All candidates are experienced and qualified. Noting his 17 year experience as an inspector, Mr. Gordon recommended that Mr. Graham be appointed to the position. The Assistant's position will now be posted.

MOTION: By Mr. Lee, second by Mr. Moriarty, that the Board of Selectmen accept the Town Administrator's recommendation to hire Mr. Graham as the part-time Wiring Inspector for the Town of Holbrook and appoint him with a term to expire on June 30, 2017

VOTE: 3:0

Superintendent Ecord explained that the Town is in a consortium that issues the request for bids for WINTER SALT on behalf of the members of the consortium. He presented the Selectmen with a summary of the Joint Salt Bid for FY2017, and recommended awarding the bid to Eastern Minerals, the low bidder.

MOTION: By Mr. Moriarty, second by Mr. Lee, that the Board of Selectmen award the winter salt bid for the period ending on June 30, 2017, to Eastern Minerals, for Solar Salt at the low-bid price of \$53.50 per ton delivered, as per the recommendation of the Superintendent of Public Works

VOTE: 3:0

Mr. Gordon presented and explained an analysis he prepared about the WATER AND SEWER RATES, including historical information and the revenues received and expenses incurred. Several water projects were completed in 2015, and approximately \$4.6 million was borrowed in April 2015. Water is

expected to have a deficit of \$498,368 this fiscal year, and Sewer is expected to be in deficit by \$82,000, if the rates are not increased. He suggested that the Board consider a single rate for residential and commercial ratepayers, and that the rates be increased now and modestly each year going forward.

MOTION: By Mr. Moriarty, second by Mr. Lee, that the Town increase the Water Rate structure effective for the FY17 enterprise fund billing, as follows:

- Residential Metered Rate will increase to \$6.51 per hundred cubic feet
- Commercial Metered Rate will increase to \$6.51 per hundred cubic feet
- All non-metered rates will increase by 23%

VOTE: 3:0

MOTION: By Mr. Moriarty, second by Mr. Lee, that the Town increase the Sewer Rate structure effective for the FY17 sewer enterprise fund billing, as follows:

- Residential Metered Rate will increase to \$7.30 per hundred cubic feet
- Commercial Metered Rate will increase to \$7.30 per hundred cubic feet
- All non-metered rates will increase by 5%

VOTE: 3:0

Mr. Gordon reviewed the draft articles that have been received for the SPECIAL TOWN MEETING warrant of November 16, 2016. The warrant will be prepared, reviewed by town counsel and voted by the Board at the next meeting, on October 26th.

ADJOURN:

MOTION: At 7:50 pm, to adjourn the meeting

VOTE: 3:0

Daniel F. Moriarty, III, Clerk

Documents:

Request for appointment to Town Forest Committee

Salt Bid Summary

Water & Sewer Rate analysis

Minutes

Articles for STM