

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, March 9, 2016

Present: Kevin J. Sheehan, Vice-Chairman
Daniel F. Moriarty, III, Clerk
Richard B. McGaughey, Associate

Absent: Matthew V. Moore, Chairman

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

The meeting was called to order at 7:00 p.m. by Acting Chairman Sheehan, 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. Sheehan, to accept the minutes of the regular session of Wednesday, February 24, 2016, as printed

VOTE: 2:0:1 (Mr. McGaughey abstained)

MOTION: By Mr. Moriarty, second by Mr. Sheehan, to accept the minutes of the executive session of Wednesday, February 24, 2016, as printed

VOTE: 2:0:1 (Mr. McGaughey abstained)

It was announced that:

- There will be a Bulky Items & White Goods curbside collection during the week of March 21st.
- A public hearing will be held by the Mass. Department of Transportation – Highway Division on Wednesday, April 6, 2016 at 7:00 pm, in the Selectman Noel C. King Meeting Room at Town Hall regarding the proposed reconstruction of Union Street.

Town Administrator Gordon reported that:

- The reconstruction of Union Street is primarily being funded by a federal earmark. The Metropolitan Planning Organization (MPO) will be meeting in April and considering funding the balance of the approximately \$400,000 the Town needs to complete the project as designed.
- Tomorrow (March 10), there is a meeting with Mass. Dept. of Environmental Protection (DEP) to discuss the soil fill project the Town is considering at the former landfill off Maple Ave., which will level the ground and provide an area that could be used for recreation, in addition to providing the Town with income for accepting the soil.
- The renovation of the Heritage Room, the former Selectmen's meeting room on the first floor of Town Hall is nearly complete.
- The Board of Selectmen's proposed FY17 Town budget will be discussed at a Selectmen's meeting on March 30th.

Chief McFadden explained the six-community memorandum of understanding that will allow the Fire Departments of Avon, Canton, Holbrook, Norwood, Randolph, and Sharon, to apply jointly for a REGIONAL ASSISTANCE TO FIREFIGHTERS GRANT (AFG) for the purchase of power stretcher and power load retention systems for the ambulances in those communities. The value of this grant to the Town of Holbrook, if received, is \$92,898.27, with a 10% match of \$9,289.73.

MOTION: By Mr. McGaughey, second by Mr. Moriarty, to authorize the Fire Chief to execute a Memorandum of Understanding on behalf of the Town of Holbrook Fire Department, related to a 2015 Regional Assistance to Firefighters Grant (AFG) application regarding Power Stretchers/Power Load Retention Systems

VOTE: 3:0

The Massachusetts State Lottery Commission notified the Board that Hennessey News, 102 South Franklin Street, is being offered the KENO TO GO game. The Board took no action.

It was reported that the Town's 35th quadrennial BIRTHDAY PARTY, on Sunday, February 28, 2016, was a great success. The party was attended by approximately 220 adults and numerous children. Congressman Stephen Lynch, State Senator John Keenan, State Reps. Ron Mariano and Mark Cusack all attended.

Department updates:

- Police: The newest recruits have completed their probationary period. Civil Service has approved the lateral transfer of an officer from the Town of Avon, and he will start next week. There was a ceremony at the Public Safety Building today when the Spirit of Blue presented a check to pay for the new tablet for the Police motorcycle. In July, the Public Safety Building will host a blood drive in conjunction with Dana Farber.
- Public Works: Spring cleanup has begun. The streets are being swept, pot holes are being filled, and the grates around the trees in the Square are being fixed. The parks will need to be prepared for spring sports, the Town Hall renovation is continuing, with the work on the Heritage Room being done completely in house.
- Fire: Two members are out with on-the-job injuries, putting a strain on the budget. Non-essential spending has been curtailed. The call volume in January/February this year was as high as last year when the Town experienced record breaking snow.
- Communications: An equipment grant, with a value of \$222,000, has been received for the startup equipment to add Canton to the regional dispatch, but it is contingent on the Intermunicipal agreement currently being reviewed by Canton.

MOTION: At 7:20 pm, to adjourn to executive session to discuss strategy and conduct contract negotiations with non-union personnel (Communications Director), and return to open session

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

The open session meeting resumed at 7:28 p.m.

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Mr. Sheehan explained that the terms of an employment agreement had been reached with the Director of Communications. Mr. Hooke will have dual responsibilities, including management of the communications center and personnel, and oversight of the IT and radio equipment. He will no longer be paid overtime. All stipends, except a uniform allowance, have been removed. He will handle the planning, engineering and technology needs of the center, eliminating the need to hire consultants. The salary will be: \$111,000 for FY17; \$113,220 for FY18; and \$115,484 for FY19.

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen enter into an Employment Agreement between the Town of Holbrook and Communications Director Stephan A. Hooke, for a three year term beginning on July 1, 2016

VOTE: 3:0

ADJOURN:

MOTION: At 7:30 pm, to adjourn the meeting

VOTE: 3:0

Daniel F. Moriarty, III, Clerk

Documents:

Minutes

Letter from Lottery Commission

Fire MOU for regional grant

Employment agreement – Stephan Hooke