

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, June 14, 2017

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

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

The meeting was called to order at 7:00 p.m. by Chairman Lee, in the Selectman Noel C. King Meeting Room, Holbrook Town Hall, Floor 3R, 50 North Franklin Street, Holbrook, MA 02343, and opened with the Pledge of Allegiance.

MINUTES:

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to accept the minutes of the regular session of Wednesday, April 26, 2017, as printed

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

MOTION: By Mr. Moriarty, second by Mr. Sheehan, to accept the minutes of the executive session of Wednesday, April 26, 2017, as printed

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

MOTION: By Mr. Moriarty, second by Mr. Sheehan, to accept the minutes of the regular session of Wednesday, May 3, 2017, as printed

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

MOTION: By Mr. Sheehan, second by Mr. Moriarty, to accept the minutes of the executive session of Wednesday, May 3, 2017, as printed

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

A citizen concern was discussed relative to a TAX TITLE PROPERTY that abuts the Town Forest, and may be auctioned off soon. The concern is about the size of the parcel, and whether it is 32 acres or 24. It was requested that a survey of the property be done by Norfolk County Engineering.

It was announced that TOWN FOREST DAY will be held on Saturday, June 17th at 10:00 am, and that there are vacancies on the Town FINANCE COMMITTEE.

Firefighter Brian Macauley spoke about the Firefighters' 3RD ANNUAL CAR SHOW FUNDRAISER at the Sumner Field on Sunday, July 23, from 10 am to 2 pm. Muscular Dystrophy covers the insurance on the event.

Town Administrator Gordon reported that:

- The new PreK-12 school building will be substantially complete as of June 15, 2017 and turned over to the Town. A public open house will be held in August.
- The Site Suitability Application for TLA Holbrook for the transfer station on Phillips Road is in the public comment period.
- David Farrell, the Veterans' Agent from Brockton will be filling in for Holbrook temporarily.
- An Assistant Building Inspector is needed to fill in in the absence of the Inspector
- Mr. Jim Day has resigned from the Zoning Board of Appeals
- Mr. Woodbury, the consultant on the purchase of the streetlights, will be coming back to speak to the Board at an upcoming meeting.
- The School Committee wants a representative on the Economic Development Advisory Committee for the discussions on the re-use of the elementary schools

State SENATOR JOHN KEENAN presented information on the state's budget outlook for FY2018, including a projected 3.9% increase in unrestricted local aid anticipated at this time. He provided updates on his legislative agenda and projects involving the Town, including dental insurance through the Group Insurance Commission and local cable program broadcasting in high definition. The recreational marijuana regulations are currently being discussed.

Chief Smith was recognized for completing a CERTIFICATE PROGRAM in Local Leadership, Public Safety, and Community Challenges, consisting of 6 courses, 150 hours of education, at Suffolk University.

Ms. Denise Hinckley explained that the Holbrook Coalition of Churches would like to reschedule the previously-approved Family Fun Night at the Sumner Field from July 1, 2017 to August 26, 2017. Everything else will stay the same.

MOTION: By Mr. Moriarty, second by Mr. Sheehan, that the Board of Selectmen approve the request of the Holbrook Coalition of Churches to move the date of the Family Fun Night at the Sumner Field from July 1st to August 26th, 2017, subject to the same conditions previously discussed

VOTE: 5:0

A representative of the BROOKVILLE BIBLE CHURCH presented a proposal for improvements to the landscaping and repairs and paint on the inside of the Council on Aging building at 9 Jewel Road. This project is scheduled to be completed by the fall. Pastor Shawn Keener and the Church's Outreach Team are organizing the work at no cost to the Town. The Board thanked those involved.

MOTION: By Mr. Moriarty, second by Mr. McGaughey, to accept the proposal from the Brookville Bible Church for the interior and exterior improvements at the Council on Aging

VOTE: 5:0

An APPROPRIATION TRANSFER REQUEST was presented on behalf of the Veterans' Agent.

MOTION: By Mr. Moriarty, second by Mr. Moore, that the Board of Selectmen grant the request to transfer \$1,350.00 from Health Insurance 01-914-5173-019 to Veterans 01-543-5770-000, in order to pay for a burial benefit for a Veteran and for flags

VOTE: 5:0

A resident of East Shore Road recently sent a letter opposing the cutting of trees and clearing of the Town owned land along Lake Holbrook on NORTH SHORE ROAD. The Conservation Commission Chairman, Timothy Stinson, said that a person has been cutting the shrubs and small trees, but the activity is allowed under 310 CMR. He said the soil is high and dry, with no sign of wetland plants. The area is now cleaner and better looking, and people are using the property again. A homeowner on N. Shore Road complained that the drug activity has now moved down toward her house. Mr. Moore asked that there be coordination between the Dept. of Public Works and the homeowner. Mr. Lee asked that the gentleman cleaning up the area stop where the houses are.

Communications Director Stephan Hooke reported that \$564,000 in additional revenue will come to the Town with Holbrook for dispatching ROCKLAND POLICE AND FIRE. There will also need to be a deputy director, 3 dispatchers and an IT person added. There will likely be a construction project in the future. Director Hooke has applied for a \$3.7 million development grant with no Town match for an expansion of the dispatch area.

MOTION: By Mr. Moore, second by Mr. Moriarty, that the Board of Selectmen authorize the Chairman to execute an Agreement for an Intermunicipal Primary Fire & Police Department Dispatch System between the Town of Rockland, MA, and the Town of Holbrook, MA

VOTE: 5:0

Fire Chief McFadden explained that it is time again to review and update the AMBULANCE RATES. A review of the communities in the area showed that the majority set them at the Medicare plus 200% rate.

MOTION: By Mr. Moore, second by Mr. Moriarty, to accept the Chief's recommendation to set the BLS Base Rate, the ALS1 Base Rate, and the ALS2 Base Rate at Medicare plus 200% for FY2018, and keep the other rates the same as FY2017

VOTE: 5:0

Mr. Gordon reported that there are three applicants for the position of COUNCIL ON AGING COORDINATOR, including the current interim coordinator, who has expressed interest in continuing in the position. Members of the Board supported keeping Cynthia Brennan in the position, citing the improvements that have been made since she began.

Mrs. Brennan was present and updated the Board on the recent activities at the Council on Aging, including the Citizen's Police Academy.

Mr. Gordon explained that Tri Town Water wants to assess the potential of the reactivation of the COCHATO RIVER DIVERSION to the Richardi Reservoir. The surface and groundwater status in the area will be determined.

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MOTION: By Mr. Moore, second by Mr. Moriarty, that the Board of Selectmen authorize the Chairman to execute a Contract Between the Tri-Town Water Board and Woodard & Curran for Engineering Services: Cochato River/Richardi Reservoir, with the Town of Holbrook 15% share not to exceed \$7,500.00

VOTE: 5:0

An agreement with a current financial software vendor for licensing and support in FY2018 was considered by the Board. The Town will also obtain historical data from LAWRENCE BRAVERMAN ASSOCIATES, LLC.

MOTION: By Mr. Sheehan, second by Mr. Moriarty, that the Board of Selectmen authorize the Chairman to execute a Software Licensing and Support Agreement Between Lawrence Braverman Associates, LLC and the Town of Holbrook for FY2018, for a total cost of \$1,675.00

VOTE: 5:0

The Board considered an agreement for the construction phase of Dam Safety Improvements at the GREAT POND DAM for the Tri Town Water Board.

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen authorize the Chairman to execute a Contract Between the Tri-Town Water Board and D&C Construction Company, Inc. for Dam Safety Improvements at the Great Pond Dam, with the Town of Holbrook's 14% share not to exceed \$157,500.00

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

Mr. Gordon asked that the Board consider increasing his MILITARY LEAVE Days clause in his employment agreement, from 10 days to 17 days.

MOTION: By Mr. Moore, second by Mr. Moriarty, that the Board of Selectmen approve a Memorandum of Agreement Between the Town of Holbrook and the Town Administrator, Timothy Gordon, in order to amend his contract under Section 8f "Military Leave" by increasing the number of paid military leave days from 10 days to 17 days, effective in fiscal year 2017

VOTE: 5:0

The Board considered requests for VACATION CARRY-OVER from FY2017 into FY2018.

MOTION: By Mr. Moriarty, second by Mr. Moore, that the Board of Selectmen grant the following requests for vacation carry-over from FY2017 into FY2018:

William J. Smith – 7 days

Luke McFadden – 7 days

Daniel Daly – 5 days

Arthur Boyle – 10 days (60 hrs.)

Marjorie Godfrey – 10 days (70 hrs.)

Stephan Hooke – 7 days of vacation to be used in FY18, and the remaining 8 days to be added to his sick time (per his contract)

John Hoell – 15 days

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DISCUSSION: Treasurer/Collector Paul Digirolamo submitted the request that John Hoell (a Clerical Union employee) be allowed to carry over 15 days of vacation.

VOTE: 5:0

The Board was notified by the Massachusetts State Lottery Commission that Convenience Mart, 779 South Franklin Street, and T Square Food Shop at 31 N. Franklin Street, are being offered KENO MONITORS. If the Board has any objections, they must reply in writing within 21 days. There were no objections.

ANNUAL APPOINTMENTS:

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen make the following appointments, effective July 1, 2017:

Animal Control Officer	Laurice Hedges	2018
Building Inspector	Daniel F. Moriarty, Jr.	2018
Emergency Management Director	James Hannon	2018
Field Driver/Pound Keeper	Laurice Hedges	2018
MBTA Advisory Board Delegate (Chair or Designee)	Matthew V. Moore	April 2020
Norfolk County Advisory Board Rep.	Daniel R. Lee	2018
Parking Clerk and Hearings Officer	Jeanmarie Tarara	2018
Plumbing & Gas Inspector	John F. Callahan	2018
Assistant Plumbing/Gas Inspector	Mark J. Grzybinski	2018
Public Works Supervisor	Daniel Daly	2018
Sealer of Weights and Measures	D. Leo Donovan	2018
Town Counsel	Murphy, Hesse, Toomey and Lehane	2018
Wiring Inspector	Gerald Graham	2018
Assistant Wiring Inspector	David Keenan	2018

VOTE: 3:0:2 (Mr. Lee & Mr. Moriarty abstained)

MOTION: By Mr. Moriarty, second by Mr. Sheehan, that the Board of Selectmen make the following appointments, effective July 1, 2017:

Board of Registrars	Ellen Doherty Walsh	2020
Conservation Commission	Frank Duggan, Jr.	2020
	Kevin Bardon	2020
Constables	Ralph J. Colarusso	2018
	Jerold Loomis	2018
	Mark Shanly	2018
Council on Aging	Catherine Brennan	2018
	Cynthia Brennan	2018
	Louise Currie	2018
	William Currie	2018
	Gary Newton	2018
	Mary E. Pacuska	2018
	Pauline Smith	2018
	Jerane Swanton	2018
	Paul Stigas	2018

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Special Police Officers	Richard Reuss	2018
	Dennis Sullivan	2018
	Armando Soto, Jr.	2018
	Robert Demarco	2018
	Michael Lee	2018
	Danny Steele	2018
	Kenneth Terrill, Jr.	2018
	William A. Keegan, Jr.	2018
	James Hannon	2018
	Joseph Salvucci	2018
	David Reilly	2018
	James Gramm	2018
	Holbrook Historical Commission	Pauline M. Smith
	Carol McDonald	2020
Local Emergency Planning Committee	Daniel R. Lee	2018
	William J. Smith	2018
	Benjamin F. Ecord	2018
	Luke McFadden	2018
	Brian Macauley (FD)	2018
	Paul Callinan (BOH)	2018
	James Hannon (EMD)	2018
Permanent Cable Television Advisory	William M. Buckley	2020
	Margaret M. Brady	2020

VOTE: 5:0:1 (Mr. Lee abstained)

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen make the following appointments, effective July 1, 2017:

Permanent Veterans' Memorial Committee	Gary L. Newton	2020
	Dwight R. Nelson	2020
Town Forest Committee	Adam Fabian	2020
Town Scholarship Committee	Daniel J. Dieso, Jr.	2020
Zoning Board of Appeals	Stephen Zeboski	2020
	Scott McLellan/Associate Member	2018
Capital Improvements Planning Committee	Michael Fleming, Citizen at Large	2018
	Danh Nguyen, Citizen at Large	2018
	Daniel F. Moriarty, III, Selectmen's Rep.	2018
Energy Committee	Francis J. Duggan, Jr.	2020
	Gerald Graham	2020
	John Moriarty	2020

PERMANENT SCHOOL BUILDING COMMITTEE

Local budget official or member of local finance		
Committee	Peter Mahoney	6/30/20
One (1) Member of Community – HVAC	Frederick White	6/30/20
Member who is MCPPO certified	Patricia Coppola-Lugo	6/30/20
Town Administrator or Manager	Timothy J. Gordon	6/30/20

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Local Official responsible for Building Maintenance Michael Bolger 6/30/20
VOTE: 4:0:1 (Mr. Moriarty abstained)

The Board will meet again next Wednesday to consider an amendment to the Police Union contract. Chief Smith would like to appoint one of the sergeants as a Commander, and promote one more officer to the rank of sergeant.

A flag that was flown over the Capitol Building at the request of Congressman Stephen Lynch, and a citation from Governor Charlie Baker, were received, each recognizing the 100th anniversary of the dedication of Mary Wales Holbrook Park and the 100th Memorial Day celebrated in Holbrook.

MOTION: At 9:40 pm, to adjourn to executive session to discuss strategy as it relates to litigation (Norfolk County Agricultural School), and not return to open session

VOTE: Mr. Sheehan – Yes
 Mr. McGaughey – Yes
 Mr. Lee – Yes
 Mr. Moriarty – Yes
 Mr. Moore – Yes

Kevin J. Sheehan, Clerk

Documents:

Minutes
Appointment list
Brookville Bible Church proposal
Letter of concern about N. Shore Road clearing
Agreement with Rockland for Dispatch
Ambulance Rates
Tri Town agreement with Woodard & Curran
Lawrence Braverman Associates LLC agreement
Tri Town Water Dam Safety Improvements agreement
MOA with Town Administrator Gordon
Vacation carry-over requests