

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, September 13, 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
William J. Smith, Chief of Police
Luke McFadden, Fire Chief
Benjamin Ecord, Superintendent of Public Works
Stephan Hooke, Communications Director
James Hannon, Emergency Management Director

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. Moriarty, second by Mr. Moore, that the Board of Selectmen approve the minutes of the regular session of Wednesday, July 12, 2017 as printed

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

MOTION: By Mr. Moriarty, second by Mr. McGaughey, that the Board of Selectmen approve the minutes of the executive session of Wednesday, July 12, 2017, as printed

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

MOTION: By Mr. Moriarty, second by Mr. McGaughey, that the Board of Selectmen approve the minutes of the regular session of Wednesday, August 9, 2017, as printed

VOTE: 3:0:2 (Mr. Sheehan & Mr. Moore abstained)

MOTION: By Mr. Moriarty, second by Mr. McGaughey, that the Board of Selectmen approve the minutes of the executive session of Wednesday, August 9, 2017, as printed

VOTE: 3:0:2 (Mr. Sheehan & Mr. Moore abstained)

Announcements:

- There will be a Ceremonial Ribbon Cutting at the new PreK-12 school on September 23rd at 10 am, followed by guided tours.
- The Town Forest Committee will conduct a Fall Lantern Walk in the Town Forest on October 20th at 7:00 pm.

Mr. Gordon reported that:

- The RFP's for the South School and the JFK School have been issued, and will be opened on October 24th and November 15th, respectively.

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- Second notices have gone out on overdue Water & Sewer bills. The Town has the option to shut off water services if bills go unpaid.
- The Metropolitan Area Planning Council (MAPC) is in the procurement process for the Town's LED streetlights
- The Tri Town Water Board is preparing an RFP for a project manager for the new treatment plant project.
- He will speak to the MWRA about a brief presentation about Holbrook receiving water from the MWRA
- The Planning Board will hold a hearing next week on recodifying the Town's zoning by-law
- He recommended that the personnel by-laws and the hiring process be reviewed

Police Chief Smith introduced OFFICER NATHANIAL A. ROOKARD, JR., whose family was present while Town Clerk Jeanmarie Tarara swore him in to his new position. Officer Rookard was congratulated by all.

Ms. Mary Clougher was present with five students from Holbrook to update the Board on the celebration of the 30th annual Student Government Day and the 1st annual PEACE DAY on September 21, 2017. The Board of Selectmen presented a Citation certificate honoring Peace Day 2017.

Three Notices of Activities and Use Limitations (NAULs), received from the US Environmental Protection Agency (EPA) were discussed at a previous meeting and reviewed and explained by Town Counsel. The Town Administrator advised that the Board should consider voting on accepting them at this time.

MOTION: By Mr. Moriarty, second by Mr. Sheehan, that the Board of Selectmen authorize the Chairman to sign the Notices of Activities and Use Limitations (NAULs) as presented by the US EPA for 3 Phillips Road, Holbrook, 645 South Street, Holbrook and 655R South Street, Holbrook

VOTE: 5:0

Mr. Ray Spillane and Ms. Katie Goldrick explained that Mr. Spillane is requesting permission to conduct a FISHING DERBY in the Lake Holbrook area on Saturday, October 14th. All activities will be along the shore, and not in the street. The need for liability insurance coverage was discussed.

MOTION: By Mr. Moore, second by Mr. Moriarty, that the Board of Selectmen grant the request of Mr. Ray Spillane to conduct a Fishing Derby at the Lake Holbrook area on Saturday, October 14, 2017, with the following stipulations:

- That the hours of the party be limited to 11:00 am until 4:30 pm
- That the group obtain their own insurance (special event policy) and name the Town as an additional insured in order to protect the Town
- That a Police detail or details are present for the event, per the recommendation of Police Chief William Smith
- That a responsible person serve as an Emergency Contact for the event, contact the Public Safety Communications Center prior to the start of the event, and provide a telephone number where they can be reached by Public Safety personnel, if necessary
- No alcoholic beverages are to be consumed, stored, or displayed in the street or on any public property

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- There are to be no bonfires or any other outside non-cooking fires
- Upon the conclusion of the event, all barriers, trash, etc. are to be removed from the street and public property

VOTE: 5:0

7:30 PM: A joint meeting was held with the PLANNING BOARD, in order to fill a vacancy on the Planning Board until the annual town election in April 2018.

Members of the Planning Board present:

Paul Currie, Chairman; John Callahan, Jr.; Michelle Duggan; and Vincent Ventosi

The joint meeting notice was read.

MOTION: Made and seconded, that the Board of Selectmen open the joint meeting with the Planning Board for the purpose of appointing a resident to fill a vacancy on the Planning Board until the Annual Town Election in April 2018

VOTE: 5:0

Mr. Currie spoke about the experience and knowledge Mr. Richard Monahan has and his previous service on the Planning Board, and indicated that the Planning Board nominated Mr. Richard Monahan with a 4:0 vote.

MOTION: Made by Mr. Moriarty, seconded by Mr. Sheehan, to nominate Mr. Richard Monahan for appointment to the Planning Board, to fill a vacancy until the Annual Town Election in April 2018

ROLL CALL VOTE:	Mr. Sheehan – Yes	Mr. Currie – Yes
	Mr. McGaughey – Yes	Mr. Callahan – Yes
	Mr. Lee – Yes	Ms. Duggan – Yes
	Mr. Moriarty – Yes	Mr. Ventosi – Yes
	Mr. Moore – Yes	

MOTION: Made and seconded, to close the joint meeting with the Planning Board

VOTE: 5:0

Adam Fabian, the Chairman of the TOWN FOREST COMMITTEE, provided an update:

- The Fall Lantern Walk has been re-scheduled to October 20th
- Three bridges will be constructed with the help of the Boy Scouts and volunteers. The Rotary generously provided the materials
- Boy Scouts will be marking the trails, and the Girl Scouts will be building bat houses
- Camp Hatch, property located off Pond Street, is under the Conservation Commission, but the Forest Committee would like to be the stewards of the property. Mr. Gordon will speak to Town Counsel about the options.
- Asked about the surveying of the “32 acres” of Town-owned tax title property adjacent to the Town Forest. Mr. Gordon advised that the Treasurer is consulting Town Counsel.
- Noted that the Open Space plan is out of date

Chief Smith requested that the Board call for a Civil Service list from the 2017 open competitive exam for one new full-time permanent POLICE OFFICER to fill a vacancy due to a resignation.

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MOTION: By Mr. Sheehan, second by Mr. Moriarty, that the Board of Selectmen request a Civil Service list of candidates from the Civil Service Police Officer eligible list established on September 1, 2017, in order to fill a vacancy for one full-time permanent Police Officer on the Holbrook Police Department, per Chief Smith's request

VOTE: 5:0

The Chief reported that a drug raid was conducted at 60 Juniper Road, and the Department has received a new trailer, which will gather traffic data on the streets around Town.

Health Agent Arthur Boyle recommended that the Board appoint Ms. Heidi Prisco to fill the Administrative Assistant's position recently created within the Clerical Union for the Inspectional Services Department.

MOTION: By Mr. Moriarty, second by Mr. McGaughey, that the Board of Selectmen accept the recommendation of Health Agent Arthur Boyle and appoint Ms. Heidi Prisco to fill the position of Administrative Assistant in the Inspectional Services Department, effective on Monday, September 18, 2017, and in accordance with the agreement between the Town and the International Union of Public Employees, Local 151 (Clerical Union)

VOTE: 5:0

Treasurer/Collector Paul Digirolamo recommended the Board appoint Ms. Donna Andrews to fill the vacant position of Principal Clerk in the Tax Collector's office.

MOTION: By Mr. Moriarty, second by Mr. McGaughey, that the Board of Selectmen accept the recommendation of Treasurer/Collector Paul Digirolamo, and appoint Ms. Donna Andrews to fill the vacant position of full-time Principal Clerk in the Treasurer/Collector's office, effective Monday, September 18, 2017, and in accordance with the agreement between the Town and International Union of Public Employees, Local 151 (Clerical Union)

VOTE: 5:0

Mr. Digirolamo reported that water demands have gone out.

An agreement with Green World Finance LLC for the financing of the procurement and installation of the Town's LED Street Lights, was considered. Mr. Gordon recommended an annual payment for 5 years.

MOTION: By Mr. Moriarty, second by Mr. Sheehan, that the Board of Selectmen authorize the Chairman to execute the proposal from Green World Finance LLC to finance the purchase and installation of the Town's LED Street Lights, in the amount of \$200,000.00, and indicate in Section 3) Proposed Terms, the Board's choice of Terms to be an Annual payment for 5 years, at an interest rate of 2.62%, with the payment to be \$42,651.28

VOTE: 5:0

Discussion took place about the location of elections going forward. The School Department cannot accommodate the annual town election in 2018 because their school year calendar is already established. Town Clerk Jeanmarie Tarara said she contacted St. Joseph Church about the use of the School

facilities, and the State and the Diocese has no problem with it. The Board discussed changing the town election to a Saturday. Ms. Tarara spoke against moving the Town election to Saturday.

Mr. Gordon will reach out to the MWRA for a brief presentation on Holbrook hooking up to the MWRA for its water supply. Dissolving Joint Water may take an act of the Legislature. He advised that in May/June 2015, the Tri Town Water Board voted to move forward with the new Tri Town Water plant.

How to proceed with the hiring of a new Supervisor in Public Works was discussed. There are 5 candidates. The Board indicated that the two candidates on the Department and the one external Holbrook resident should be considered at this time. Selectman Moriarty will participate in the interviews with Mr. Gordon and Supt. Ecord.

The Firefighters have requested to begin bargaining for a 3-year successor agreement. The bargaining committee will consist of Mr. Gordon, Chief McFadden and Chairman Lee.

Chief McFadden reported that fire drills have taken place at the new school facility, and the Fire Department's Annual Open House will be held on October 7, 2017.

Superintendent Ecord reported that there have been two water main breaks recently; they have been working on Castle Canyon; and the "No Truck" signs have been put up in the Belcher Street area.

Director Hooke announced that Wireless Direct service now accepts cell phone calls from those in Holbrook, Abington, and Whitman, which go directly to the Holbrook Communications Center. Sharon and Canton will be added later.

Mr. Moore recognized and thanked David Baskin, CPA, for a very generous donation for sports at the Middle-High School, which will offset the fees usually paid by the students, making sports fee-free this school year.

MOTION: Made and seconded at 8:30 pm, to adjourn the meeting

VOTE: 5:0

Kevin J. Sheehan, Clerk

Documents:

Minutes

Joint meeting notice (Planning)

Green World Finance agreement

EPA NAULs

Request for Fishing Derby

Request to call for Police list

Recommendation for Ms. Prisco

Recommendation for Ms. Andrews