

Holbrook Board of Selectmen  
Minutes of the Regular Session of  
Wednesday, December 27, 2017

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

In attendance: Timothy J. Gordon, Town Administrator  
Marjorie E. Godfrey, Assistant Town Administrator  
Luke McFadden, Fire Chief  
William Smith, Chief of Police  
Stephan Hooke, Director of Communications  
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. Sheehan, second by Mr. McGaughey, to accept the minutes of the regular session of Wednesday, November 13, 2017, as printed

VOTE: 3:0:1 (Mr. Moore abstained)

Announcement: Christmas trees will be picked up the week of January 8 – 12, 2018

The SUPERINTENDENT OF PUBLIC WORKS position has been posted. Eleven applications have been received so far, and the deadline is December 29<sup>th</sup>. Mr. Gordon recommended that a 3-person committee be formed to review the resumes. Town Administrator Gordon and Selectman Kevin Sheehan will serve in that capacity. Chief Smith may be the third person, who will be chosen by Mr. Gordon.

Police Chief Smith introduced ERIN MCEACHEN, who was recently given a conditional offer as a Holbrook Police Officer. She will be starting the academy in February. The Chief will bring another candidate before the Board at the next meeting.

Police Officer Michael Eshner presented an update on his new position as the COMMUNITY OUTREACH OFFICER for the Department. This program is designed to create a partnership with the community, address quality of life issues, and network with other communities. A neighborhood watch program similar to NextDoor.com will be established. Officer Eshner is working with Holbrook Cares and the District Attorney's office to address opioid and other addiction issues. In the future, there will be an education seminar for parents, and a junior police academy for students in about the 6<sup>th</sup> grade. Mr. McGaughey suggested that officers walk and interact with residents as part of the program.

Chief Smith reported that the Department is continuing work toward certification. There are 159 standards to meet and more standards to become accredited.

The Tri Town Water Board has received three proposals for an Owner's Project Manager for the new water treatment plant. They have asked that each of the three towns appoint someone to review the proposals. Mr. Gordon suggested that Daniel Moriarty, Jr. be appointed.

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen appoint Building Inspector Daniel Moriarty, Jr. to serve on a Technical Review Team for the Tri Town Water Treatment Plant Owner's Project Manager selection

VOTE: 4:0

Environmental Partners Group, Inc. will be providing the engineering services for the Lake Holbrook Dam Replacement project. A grant has been received that will cover 75% of the cost of the engineering. The total cost of the complete project is estimated at \$1 million. Another grant application will be filed for the construction phase.

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen authorize Town Administrator Timothy Gordon to execute an agreement between the Town of Holbrook and Environmental Partners Group, Inc. Of Quincy, MA, for Engineering and Supplemental Services in Connection with the Design and Permitting of the Lake Holbrook Dam Replacement, for an amount not to exceed \$277,000.00

VOTE: 4:0

The Joint Salt Bid, which was awarded recently, was put back out to bid due to a recent change in the procurement laws that was missed in the original bid process. The bid results remained the same.

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen award the fiscal year 2018 winter salt bid to Eastern Minerals, for Solar Salt at a price of \$45.20 per ton delivered

VOTE: 4:0

#### ANNUAL LICENSE RENEWALS:

MOTION: By Mr. Lee, second by Mr. Sheehan, that the Board of Selectmen approve the renewal of the following licenses, effective January 1, 2018, provided that all taxes, fees, assessments, betterments and any other municipal charges are paid to date:

1. Common Victualler Licenses:
  - South Franklin Donuts, Inc. dba Dunkin Donuts
  - Holbrook Donuts, LLC dba Dunkin Donuts
2. Class II Auto Dealer's Licenses:
  - Revitalize Auto Reconditioning, Inc.
  - Redline Capital LLC dba Redline Motors

VOTE: 4:0

Chief McFadden thanked the community for its response to the Fire Department's Toys for Tots collection. He issued warnings about the use of space heaters and recreation on thin ice. Director Hooke reported that a part-time position for an IT person for the public safety departments has been posted. Responses to a request for proposals for a project manager for the communications center

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development grant are due January 13<sup>th</sup>. The next step will be to hire an architect so that plans can be drawn up for the construction of the building. The Chiefs will conduct interviews.

Director Hooke commended DISPATCHERS KENNETH TIRRELL and ANTHONY FOWLER for the assistance they provided to a motorist who delivered a baby on the side of the road recently.

MOTION: At 7:30 pm, made and seconded to adjourn the meeting

VOTE: 4:0

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Kevin J. Sheehan, Clerk

Documents:

Joint Salt Bid results

Minutes

Environmental Partners agreement