

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, November 29, 2017

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

In attendance: 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
Bethiny Moseley, Town Accountant

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. Moore, to accept the minutes of the regular session of Wednesday, October 25, 2017, as printed

VOTE: 4:0

Announcements:

- The 39th Annual Festival of Lights will be held on Saturday, December 2nd, at 4:45 pm.
- Yard Waste can be dropped off at the former landfill off of Maple Ave. from 8 am – 1 pm on December 2nd.
- The Historical Society's 4th Annual Children's Christmas Party will take place from 1 – 3 pm on Saturday, December 9th, at the former Roberts School at 320 Union Street.

The Cultural Council requested the appointment of a former member who has served for 6 consecutive years in the past. Town Counsel reviewed the statute and advised that, in his opinion, a former member can be reappointed after sitting out for one 3-year term.

MOTION: By Mr. Lee, second by Mr. McGaughey, that the Board of Selectmen appoint Nancy Murphy to the Holbrook Cultural Council, with a term to expire on November 29, 2020

VOTE: 4:0

Cynthia Brennan is currently serving as the part-time Coordinator for the Council on Aging.

MOTION: By Mr. Lee, second by Mr. McGaughey, that the Board of Selectmen appoint Barbara Moriarty to the Council on Aging, in the position formerly held by Cynthia Brennan, with a term to expire on June 30, 2018

VOTE: 4:0

Community Opportunities Group has requested that the Board approve a request for a grant extension for the 2016 Holbrook Rockland Grant, to be submitted to the Department of Housing and Community Development (DHCD) for approval.

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen authorize the Chairman to execute a Budget and Revision Form in order to request a program extension of the 2016 Holbrook – Rockland CDBG Grant to June 30, 2018

VOTE: 4:0

Chief McFadden presented a contract with a cleaning contractor for services at the Public Safety Building. He explained that they will provide services 3 days a week. They do work at other public safety buildings and police stations. Someone more focused on maintenance will also need to be used. The Sheriff's Department is no longer running the program the Town benefitted from in the past.

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen authorize the Chairman to execute a contract between the Town of Holbrook and M&M Contract Cleaning, Inc., 130 Liberty Street, Unit 1B, Brockton, MA, for janitorial services at the Holbrook Public Safety Building, 300 South Franklin Street, at a contract price of \$1,560.00 per month

VOTE: 4:0

JOINT MEETING WITH THE PLANNING BOARD TO FILL A VACANCY:

Present: Richard Monahan, Chairman, Vincent Ventosi

The Joint Meeting notice was read.

MOTION: By Mr. Lee, second by Mr. McGaughey, to open the joint meeting with the Planning Board to appoint a member to the Planning Board until the town election in April 2018

VOTE: 4:0

Mr. Monahan explained that the Planning Board met last night and voted unanimously to recommend the appointment of Mr. Christopher Golden to the vacant regular seat on the Planning Board. The letter received from Mr. Golden was read aloud. He served on the Planning Board previously for 12 years.

MOTION: By Mr. Moore, and seconded, to nominate Christopher Golden 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. McGaughey – Yes
Mr. Lee – Yes
Mr. Moore – Yes
Mr. Monahan – Yes
Mr. Ventosi – Yes

MOTION: At 7:29 pm, by Mr. Lee, second by Mr. Sheehan, to close the joint meeting

VOTE: 4:0

TAX CLASSIFICATION HEARING:

Present: Patrick Haring, Principal Assessor; Pamela Holt, Assistant Assessor

Board of Assessors members: William Marble; John Kearney

MOTION: At 7:30 pm, by Mr. Lee, second by Mr. Moore, that the Board of Selectmen open the Fiscal Year 2018 Tax Classification Hearing

VOTE: 4:0

Mr. Harring reviewed the information presented, explaining that the sales in 2016 were used to calculate the property values. The total assessed value has increased by 5.9%. The Selectmen will set the tax policy and allocate the taxes between the classes. The current shift is set at 1.69. The Board of Assessors recommends a change of the shift to 1.68. With Holbrook first in the commercial rate in Massachusetts, discussion took place about lowering the commercial rate with a shift of 1.67.

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen vote to classify the Town of Holbrook under the Classification Act at a Factor of 1.67 for Fiscal Year 2018

VOTE: 4:0

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen vote NOT to adopt the Residential Exemption or the Small Commercial Exemption for Fiscal Year 2018

VOTE: 4:0

MOTION: At 7:48 pm, by Mr. Moore, second by Mr. Sheehan, to close the hearing

VOTE: 4:0

Chief Smith explained that he would like to recommend Emily McEachen for the position of Police Officer on the Holbrook Police Department. She is the number one candidate on the list. This appointment will be contingent on all of the usual required prerequisites.

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen accept the recommendation of Police Chief William Smith, and appoint Emily McEachen as a Full-Time Permanent Police Officer on the Holbrook Police Department, contingent on passing all required testing, including physical, psychological and fitness exams, the successful completion of the police academy, and the removal of tattoos required to be in compliance with the rules and regulations of the Holbrook Police Department

VOTE: 4:0

Chief Smith explained that there will be a sergeant retiring in October, due to his age. Because of the difficulty in getting new recruits into an academy, he would like to look at the next candidate on the list when he returns from military duty in December, and consider him. Civil Service will be contacted about the Town hiring two officers from this list, instead of just one.

AMEND ARTICLE 32 of the POLICE CONTRACT relative to Lateral Transfers:

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen amend the Police Collective Bargaining Contract, Article 32 – Lateral Transfers, as follows:

Striking the current section B, "For purposes of Seniority and Longevity Pay, unless otherwise mandated by State/Civil Service Law, an Officer's first day after appointment/rehire is his/her first day of continuous Holbrook Police Service".

And replacing it with the following: "For purposes of Seniority, unless otherwise mandated by State/Civil Service Law, an Officer's first day after appointment/rehire is his/her first day of continuous Holbrook Police Service. For purposes of Longevity Pay, unless otherwise mandated by State/Civil Service Law, an Officer's first day after appointment is his/her first day of continuous Holbrook Police Service. If the Officer is a rehire, prior years of service with the Holbrook Police Department will be included in the total years of service for purposes of longevity pay."

VOTE: 4:0

REORGANIZATION following the resignation of former Selectman Daniel Moriarty, III.

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to keep Daniel Lee as the Chairman

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

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to nominate Selectman Moore as the Vice-Chairman

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

MOTION: By Mr. Lee, second by Mr. McGaughey, to nominate Selectman Sheehan as the Clerk

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

Chairman Lee recused himself from the following discussion and votes and left the room.

Following a recent agreement with the CLERICAL UNION to reorganize the Treasurer/Collector's office, two appointments were made:

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen appoint Donna Andrews to the position of Assistant Treasurer, effective November 27, 2017, per the Memorandum of Agreement with the International Union of Public Employees, Local 151, voted on November 8, 2017

VOTE: 3:0

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen appoint Brenda Lee to the position of Assistant Collector, effective November 27, 2017, per the Memorandum of Agreement with the International Union of Public Employees, Local 151, voted on November 8, 2017

VOTE: 3:0

Chairman Lee returned to the meeting.

Chief McFadden reported that the Fire Department is involved with training, inspections, hydrants and permits. The Firefighter's Civil Service exam is March 24, 2018. Toys for Tots are being collected until December 18th. He cautioned residents to keep their Christmas trees watered and to use extension cords properly.

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About 10 applications have been received for a position in the Public Works Department. Mr. Moore said that the fence at the Historical Society's building on Union Street is in disrepair and that the new memorial honoring Lt. Heins, on the corner of Pine and Weymouth Streets, needs a street sign so that people driving by know what the memorial is for. Supt. Ecord will be notified.

Chief Smith spoke about the Winter Parking Ban, in place from November 15th to April 15th each year, from 12:00 am until 6:00 am, daily.

Chairman Lee said that debris is being left at the dumpster at the landfill, and suggested new locks be put in place.

MOTION: At 8:10 pm, to adjourn to executive session to discuss strategy and conduct contract negotiations with non-union personnel (Town Accountant), and not return to open session

ROLL CALL VOTE: Mr. Sheehan – Yes
Mr. McGaughey – Yes
Mr. Lee – Yes
Mr. Moore – Yes

Kevin J. Sheehan, Clerk

Documents:
Request to appoint Nancy Murphy to Local Cultural Council
Request for appointment of Barbara Moriarty to COA
CDBG Budget & Revision Form and explanation
Contract with M&M Contract Cleaning, Inc.
Requests for appointment to Planning Board
Tax Classification information from Assessors
Letter recommending Emily McEachen to Holbrook Police