

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, January 24, 2018

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

Absent: Daniel R. Lee, Chairman

In attendance: Timothy J. Gordon, Town Administrator
Marjorie E. Godfrey, Assistant Town Administrator
Luke McFadden, Fire Chief
Stephan Hooke, Director of Communications
James Hannon, Emergency Management Director

The meeting was called to order at 7:00 p.m. by Acting Chairman Moore, 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. Moore, second by Mr. Sheehan, that the Board of Selectmen approve the minutes of the regular meeting of Wednesday, December 13, 2017, as printed

VOTE: 3:0

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen approve the executive session minutes of the meeting of Wednesday, December 27, 2017, as printed

VOTE: 3:0

It was announced that nomination papers are available for the positions on the ballot for the Annual Town Election to be held on Saturday, April 7, 2018. The papers are due by February 20th.

Town Administrator Gordon reported that the departments are busy with preparing budget requests for FY2019. The Capital Improvement Planning Committee will meet next week to begin considering requests for FY2019. The LED streetlight materials are due to be delivered soon, and the installation will begin shortly thereafter.

Eagle Scout Adam Bussiere, a member of Boy Scout Troop 56, who received his Eagle Scout Award on January 14, 2018, was present with his parents. He was introduced, spoke briefly about completing a project of painting and installing shelving at a building on Technical Park Drive, and was presented with a citation recognizing his accomplishment.

Town Scholarship Committee Chairman David Dingley was present to recommend the appointment of two new Committee members. The candidates introduced themselves and spoke about their experience and qualifications.

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen appoint Marissa Cohen to the Town Scholarship Committee, with a term to expire on June 30, 2020

*Holbrook Board of Selectmen
Minutes of the Regular Session
of January 24, 2018*

VOTE: 3:0

MOTION: By Mr. Sheehan, second by Mr. McGaughey, that the Board of Selectmen appoint A. Leonard Olson to the Town Scholarship Committee, with a term to expire on June 30, 2018

VOTE: 3:0

Mr. James Crowley of Holbrook Insurance Center, Inc. presented the Town's options for insuring the two vacant schools, including the former South School and John F. Kennedy School. The premiums, deductibles, and coverages available were discussed. The schools would be insured for replacement cost, with \$7.5 million for the South, and \$8 million for the JFK. The schools will be winterized at an estimated \$3,500 each, and the water will be shut off in order to mitigate the risk for damage. Following discussion, the Board indicated that it selected the insurance with XS Brokers, at a cost of \$51,934, with a \$25,000 deductible and sublimits on the coverage.

Mr. McGaughey said the buildings are not worth the stated amounts, and the Town should look at insurance with \$1 million in coverage for each building. Mr. Crowley will do further research.

MOTION: By Mr. McGaughey, second by Mr. Sheehan, that the Board of Selectmen accept the recommendation for insurance for two vacant school buildings at \$51,934 with a \$25,000 deductible and sublimits from XS Brokers, and allow Mr. Gordon to make a decision if a lower premium is available following the research Mr. Crowley will do

VOTE: 3:0

At the special town meeting in November 2017, town meeting members approved the question for the town election ballot asking if the Town would approve changing the elected Treasurer/Collector to an appointed Treasurer/Collector. The Board discussed placing that question on the Annual Town Election ballot in April 2018, in order to ask the Townspeople to support the change.

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen submit the following question to the Town Clerk for placement on the Annual Town Election Ballot of April 7, 2018, in accordance with the vote taken under Article 27 of the Special Town Meeting held on November 13, 2017:

“Shall the town vote to have its elected Treasurer/Collector become an appointed Treasurer/Collector of the town?”

Yes _____
No _____”

VOTE: 3:0

Per the Town By-Laws, the date of the annual town meeting must be established in January.

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen vote to schedule the Annual Town Meeting on Wednesday, May 9, 2018, at 7:15 pm, in the Auditorium at Holbrook Middle-High School, 245 South Franklin Street

VOTE: 3:0

*Holbrook Board of Selectmen
Minutes of the Regular Session
of January 24, 2018*

MOTION: By Mr. Moore, second by Mr. McGaughey, that the Board of Selectmen vote to open the warrant for the Annual Town Meeting at 8:00 am on Thursday, January 25, 2018, and close it at 4:00 pm on Monday, April 2, 2018

VOTE: 3:0

An update was given on the steps that have been taken to get the word out that the weekly Blood Pressure Clinic is being relocated from the Council on Aging Senior Center back to the Town Hall, due to space limitations at the Senior Center. The change will be made on Wednesday, February 7, 2018. The Clinic will continue to be held on Wednesdays, from 1:00 to 2:00 pm.

Chief McFadden reported that the Fire Department has been busy with calls about water issues related to the heavy rain recently, and repairs on wires in the Brookville area.

Director Hooke reported that the Communications Department is now accredited by the National Center for Missing & Exploited Children. The department has been busy with the expansion of services to include dispatch for Rockland and with the expansion of the Communications building. An RFP has gone out for an owner's project manager (OPM), and the architect will be found next, so that blueprints can be submitted for the next grant. He thanked Chiefs McFadden and Smith for their help in cleaning out an area of the Public Safety Building for his use. Although he is in discussions with a couple of other towns about joining the regional dispatch, there is no room for them at this time.

ADJOURN:

MOTION: At 7:40 pm, by Mr. Moore, second by Mr. Sheehan, to adjourn the meeting

VOTE: 3:0

Kevin J. Sheehan, Clerk

Documents:

Agenda

Minutes

Citation for Adam Bussiere

Letters of interest for Scholarship Committee

Blood Pressure announcement