

Holbrook Board of Selectmen

Minutes of the Regular Session of

Wednesday, September 12, 2018

Present: Pamela E. Campanella, Chairman  
Joshua Reilly, Vice-Chairman  
Lindsay Vayda, Clerk  
Richard B. McGaughey, Associate  
Daniel R. Lee, Associate

In attendance: Timothy J. Gordon, Town Administrator  
Marjorie E. Godfrey, Assistant Town Administrator  
Luke McFadden, Fire Chief  
William J. Smith, Chief of Police  
Stephan Hooke, Director of Communications  
Christopher Pellitteri, Superintendent of Public Works

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

MINUTES:

MOTION: By Ms. Vayda, second by Mr. Reilly, to accept the minutes of the regular session of Wednesday, August 8, 2018, as printed

VOTE: 5:0

MOTION: By Ms. Vayda, second by Mr. Reilly, to accept the minutes of the executive session of Wednesday, August 8, 2018, as printed

VOTE: 5:0

The Town Administrator reported that:

- Firefighter Robert Lawrence is retiring after 42 years of service.
- Six of the applicants are still interested in HR Director position. Interviews will be scheduled.
- A meeting was held at 55 High Street, with the owner and DEP. It was discussed that it is critical to resolve the ongoing issue involving asbestos as soon as possible. The DEP is talking with the contractor, and they will be getting rid of the dumpsters and wrapping the building.
- There was a tour of MassMedicum's facility for Town officials on August 29<sup>th</sup>.
- The request for proposals for the two vacant schools should be ready by the end of the month. Real estate auctioneer Paul Zekos is being consulted.
- Lieutenant Donald Austin is retiring from the Fire Department this month after 36 years of service.

Officers Daniel Ford and Casey Surprenant, representing the Holbrook Police Officers, requested use of the former South School for 3 nights in order to conduct a Haunted House fundraiser.

MOTION: By Mr. Reilly, second by Mr. Lee, that the Board of Selectmen grant the request of the Holbrook Patrolmen's Association to use the former South School, 719 South Franklin

Street, in order to prepare for a Haunted House fundraiser on October 25 – 27, 2018, and break down after the event, as requested, with the following stipulations:

- The Patrolmen’s Association must obtain special event insurance and submit a certificate of insurance to the Selectmen’s office in advance of the event
- The Patrolmen’s Association must provide guards at the entrances to the unused wings of the school to prevent entry into those areas during the event

VOTE: 5:0

Mr. William Currie and Ms. Sandra Lemieux addressed the Board on behalf of the Council on Aging members. The COA needs a new facility due to the overcrowding in the current building and the lack of privacy when seniors and others need to meet privately to obtain assistance with an issue. The programs the COA can offer are limited due to the size of the building. Mr. Currie asked that the Town keep the former JFK School, and apply for grants for assistance with renovating it as a facility for the seniors and the youth of the Town. Mr. Currie also read a list of other uses the building could potentially be used for. Mr. Gordon suggested the Building Inspector be consulted, a planning grant may be necessary, and advised that money from the sale of the current COA building would need to be appropriated at town meeting before it could be used.

Mr. Gordon advised that the Request for Minor Modification of Site Assignment for TLA Holbrook LLC did not require the action of the Board of Selectmen. No action was taken on this item.

There was an inspection of 429 South Street on August 30<sup>th</sup> with department heads, where the owner has approximately 17 dogs. Reports were made, and the Building Inspector has issued a cease and desist, giving the owner 14 days to conform to the zoning regulations. There is a 30 day appeal period and the ZBA has 100 days from the date the appeal is filed to make a decision (Ch. 40A). This issue is in the hands of the Building Inspector. The Board of Health may discuss it and take action.

Town Clerk Jeanmarie Tarara was present about the future location of elections, starting with the November 2018 state election. The School Superintendent has stated that there is a problem accommodating the elections with the school calendar. St. Joseph Church has offered the gymnasium in the School for November 6<sup>th</sup>. Members of the Board discussed how much the new school is costing the taxpayers and that before the school was built the residents were told that it would be an asset for the entire community. It was discussed that having two precincts vote in each of the schools or using the gymnasium be considered. Members of the Board want the elections to continue at the school, and asked the Town Administrator to meet with the School Department about the issue.

MOTION: By Mr. Lee, second by Ms. Vayda, that the Board of Selectmen vote to re-locate the November 6, 2018 election to Saint Joseph School at 143 South Franklin Street, Holbrook – just for the November State election

VOTE: 5:0

Chief Smith requested that the Board approve the Delegation agreements received from the Human Resources Division (HRD), Civil Service, for Assessment Centers in order to create lists of candidates for the positions of Deputy Chief and Sergeant. He explained that assessment center tests are more relevant to the job and identify the best candidates.

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MOTION: By Mr. Reilly, second by Mr. McGaughey, that the Board of Selectmen authorize the Chairman to execute a Delegation Agreement for a Sole Assessment Center Between the Holbrook Police Department and the Massachusetts Human Resources Division, for scoring and ranking candidates on an eligible list for the position of Deputy Police Chief

VOTE: 5:0

MOTION: By Mr. Reilly, second by Mr. Lee, that the Board of Selectmen authorize the Chairman to execute a Delegation Agreement for a Sole Assessment Center Between the Holbrook Police Department and the Massachusetts Human Resources Division, for scoring and ranking candidates on an eligible list for the position of Police Sergeant

VOTE: 5:0

Supt. Pellitteri said the Richard Road water main replacement work will begin next week. He requested that the Board sign the contract.

MOTION: By Mr. Lee, second by Mr. Reilly, that the Board of Selectmen vote to execute an Agreement Between the Town of Holbrook and Oliveira Construction for the Richard Road Water Main Replacement Work, at the total bid price of One Hundred Twenty Thousand Three Hundred Seven Dollars and forty-nine cents (\$120,307.49)

VOTE: 5:0

Chief McFadden explained that the Fire Department was in the top 10% of applicants and received an Assistance to Firefighters Grant. The power-lift stretchers will reduce the need to manually lift stretchers into the ambulance. He asked that the Board authorize him to accept the very competitive award.

MOTION: By Mr. Lee, second by Ms. Vayda, that the Board of Selectmen authorize the Fire Chief to accept an FFY2017 Assistance to Firefighters Grant award in the amount of Seventy-Four Thousand Two Hundred Eighty-Six Dollars (\$74,286.00), with a 5% match from the Town in the amount of Three Thousand Seven Hundred Fourteen Dollars (\$3,714.00) for the purchase of two (2) Power-Lift Stretcher Systems for the Holbrook Fire Department's two (2) Class I Ambulances

VOTE: 5:0

Mr. TERRY EDWARDS, a developer, and a spokesman for Mr. Edwards, informally presented information about plans he is developing for a project on the property he now owns, which was formally the Brooks Contractors property off East High Street, on the Avon/Holbrook line. It was explained that he will be back before the Board for an earth removal permit for approx. 20 ½ acres of land where he wants to remove soil and rocks. He is planning to extend a road and build an industrial/commercial park. He will be back at an upcoming meeting.

Mr. Gordon explained that about 30% of Holbrook residents do not participate in the Town trash program, and there is a loss of revenue to fund the Enterprise Fund. A significant deficit has developed over the last two years. The Town has a contract with Republic Services until July 1, 2019, but other options need to be explored. The contract cost the Town \$37,000/month last year, and is running \$42,000/month this year. Collections of the current Town fees have been delayed, and are being collected through the lien process. Discussion took place about increasing the current fee, notifying

residents they have three companies to choose from to contract with privately (subscription service), putting the program on the tax rate, and finding out how other communities handle waste without the use of the bags. Doing away with the blue trash bags for the pay-as-you-throw program and buying barrels for the residents would cost the Town about \$250,000 for the barrels and would require a fee increase to make up from the revenue from the sale of the bags.

John Troupe of Troupe Waste Services was present. He did not see problems with the Town offering three vendors to the residents, but recommended that the Board give the vendors several months to prepare.

Discussion about the options, including raising the fee and going with the subscription service, will continue at an upcoming meeting. An option to include the program in the tax rate will not be considered.

Updates:

Supt. Pellitteri said the request for proposals for the replacement of water meters will be back on the 24<sup>th</sup>. He attended a meeting on the MS4 permit for storm water management.

Chief Smith reported that all of the new cars for the Department are in now. He invited Board members to attend a Certification ceremony in Dover on October 24<sup>th</sup>.

Chief McFadden reported that two members are retiring, including Lt. Donald Austin, Jr. and FF/EMT Robert Lawrence, after 40 and 42 years, respectively. He reported that there was a car on fire inside a garage, and the Department had the fire under control in about ten minutes.

Director Hooke said orientation was last week and training for new employees is this week. He recognized Deputy Director Mielke for revamping the training program.

Treasurer/Collector Digirolamo said the water/sewer bills are due tomorrow.

Citizens' Concerns:

Tiffany Sheehan, 37 Dale Road, said that the reports on 4 INDIAN ROAD do not address the excavation. Diana DiMartino, 33 Dale Road spoke about the wall that was previously in back of her house. Chairman Campanella asked that Mr. Moriarty have the retainer wall fixed before the winter at that location. Kimberly Lynch of 1 Kathy Way asked about the cutting of trees and questioned if there is a stop work order.

The OLD CASTLE facility on Spring Street was discussed. The Town Administrator and Building Inspector met and spoke with the manager about the noise issue and the doors being left open. Board of Health Chairman Paul Callinan also called them. Trucks are coming in to Old Castle and 84 Lumber at 4:00 am now. All businesses need to follow the working hour guidelines. Mr. Callinan said the Board of Health may have to take hard action and hold a public hearing to restrict Old Castle's hours of operation.

The Board of Health hearings for the TRANSFER STATION at 3 Phillips Road will be held on October 17, 23, and 24, at Holbrook Middle-High School, in the auditorium.

MOTION: Made and seconded, at 9:50 pm, to ADJOURN to executive session to discuss strategy and conduct contract negotiations with nonunion personnel (Fire Chief), to discuss strategy as it relates to collective bargaining with Union personnel (Clerical Union), and not return to open session

ROLL CALL VOTE: Ms. Vayda – Yes  
Mr. McGaughey – Yes  
Ms. Campanella – Yes

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Mr. Reilly – Yes  
Mr. Lee – Yes

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Lindsay Vayda, Clerk

Documents:

Amendment 1 – Beta Group, Inc. (Union St.)  
Minutes  
Request for use of former South School  
COA re: former Kennedy School  
Town Clerk request to move elections  
Delegation Agreements for Sole Assessments  
Richard Road water main contracts  
Fire Chief letter re: Assistance to FF grant