

Holbrook Board of Selectmen

Minutes of the Regular Session of

Wednesday, October 24, 2018

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

Absent: Joshua Reilly, Vice-Chairman

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
Lauren Mielke, Deputy Director of Communications
Paul Digirolamo, Town Treasurer/Collector
Christopher Pellitteri, Superintendent of Public Works
Bethiny Moseley, Town Accountant
Patricia Lugo, School Business Manager

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. Lee, that the Board of Selectmen accept the minutes of the regular session of Wednesday, September 26, 2018, as printed

VOTE: 4:0

Mr. Gordon reported that:

- The tax title property at 29 Chandler Street will be auctioned off on November 15, 2018
- The annual Lantern Walk in the Town Forest is scheduled for October 26th, with a rain date on the 27th
- Early voting for the state election is available now, and through Friday, November 2nd
- State Senator John Keenan will hold office hours on November 20th at 6:30 pm
- The Police Department has received its Certification, following a lot of hard work. Chief William Smith and the Department were congratulated.

Mr. McGaughey was advised that the 32 acre parcel adjacent to the Town Forest is not included in the tax title auction on November 15th because it is not ready yet. A parcel on Quincy Street, which has been listed as not buildable, is also not ready.

Mr. Gordon explained that the Human Resource Director Screening Committee reviewed 22 resumes, offered interviews to 9, and 3 declined. Three were called back for second interviews. Two finalists were present at this meeting – Bobby Lee Curry, the candidate recommended by the Screening Committee, and Donna Andrews.

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Due to the absence of Selectman Reilly at this meeting, discussion took place about postponing the interviews to another meeting. With some members indicating that Mr. Reilly wanted the Board to have an opportunity to conduct interviews, but would not necessarily object to the other members proceeding, the Board chose to proceed.

Ms. Curry introduced herself, and spoke about her experience in human resources, and answered some questions from the Board of Selectmen. Ms. Andrews introduced herself, and listed her experience and her accomplishments in the Holbrook Treasurer/Collector's office.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen offer the position of Human Resource Director for the Town of Holbrook to the Screening Committee's first choice, Bobby Lee Curry, contingent on negotiating an employment agreement
VOTE: 3:0:1 (Mr. McGaughey abstained)

Superintendent Pellitteri presented the Snow Removal Rates for the 2018 – 2019 winter. He explained that they are pretty competitive with other towns around Holbrook.

MOTION: By Ms. Vayda, second by Mr. Lee, that the Board of Selectmen approve the Contractor Snow Removal Rates for the fiscal year ending on June 30, 2019, as submitted and recommended by the Superintendent of Public Works
VOTE: 4:0

Superintendent Pellitteri presented a bid results summary for the Joint Salt Bid for 2018-2019. Mansfield takes the lead on this joint effort.

MOTION: By Mr. Lee, second by Ms. Vayda, that the Board of Selectmen award the winter salt bid to the lowest bidder, Eastern Minerals, at the bid price of \$47.50 per ton delivered, for Solar Salt, for the fiscal year ending on June 30, 2019, as recommended by the Superintendent of Public Works
VOTE: 4:0

Chief Smith explained that he identified two companies that could provide the services for assessment centers for the positions of Deputy Chief and Sergeant, and recommended BadgeQuest. They will handle the entire process, and will create a list of candidates for internal promotions for each position.

MOTION: By Mr. Lee, second by Ms. Vayda, that the Board of Selectmen accept the Proposal submitted by BadgeQuest, Inc. to Conduct an Assessment Center for the position of Deputy Chief for the Holbrook Police Department, at a fee not to exceed \$6,499.00 for up to five (5) candidates, and authorize the Police Chief to move forward with the process
VOTE: 4:0

MOTION: By Mr. Lee, second by Ms. Vayda, that the Board of Selectmen accept the Proposal submitted by BadgeQuest, Inc. to Conduct an Assessment Center for the position of Sergeant for the Holbrook Police Department, at a fee not to exceed \$6,499.00 for up to five (5) candidates OR \$8,499.00 for six (6) to ten (10) candidates, and authorize the Police Chief to move forward with the process
VOTE: 4:0

Mr. Gordon presented an updated version of a Request for Proposals related to the sale of 719 South Franklin Street, the former South School. The RFP will go out as soon as possible, and the deadline to respond will be changed to a date around January 10, 2019.

MOTION: By Mr. Lee, second by Ms. Vayda, that the Board of Selectmen authorize the Town Administrator to advertise the Request for Proposals for the Purchase of Town Owned Real Estate, formerly known as the South School, located at 719 South Franklin Street

VOTE: 4:0

Mr. McGaughey suggested that the former John F. Kennedy School might be needed in the future as a school. Mr. Gordon will follow up with the School Department. The School Committee has indicated that they want to continue the use of the fields. He will get estimates on rehabbing the building.

The November 14, 2018 Special Town Meeting Warrant was reviewed, and discussed briefly. There are more bills that remain unpaid from fiscal year 2018 than usual. FY18 was the first year using the SoftRight system for accounting and the auditors came out to do the audit early this year. There are also articles for supplemental appropriations to line items and funding for projects. The warrant includes an article for both a General By-law and a Zoning By-Law to prohibit the retail sale of adult (non-medical) marijuana.

MOTION: By Mr. Lee, second by Ms. Vayda, that the Board of Selectmen execute the November 14, 2018 Special Town Meeting Warrant

VOTE: 4:0

Chief Smith reported he worked with a representative from FEMA relative to storm reimbursement for two storms. The Officers' haunted house fundraiser is October 25 – 27 at the former South School. There will be a coffee hour at the Public Safety Building recognizing Sgt. Robert McNamara's retirement from Holbrook Police on October 31st.

Chief McFadden reported that he is working on filling positions, but has been notified that the Civil Service Lieutenant's list is on hold. Repairs are being made to the ladder truck.

Treasurer/Collector Digirolamo spoke about changing the dates on the Flexible Spending Account offered by the Town so that it begins the year in September.

Supt. Pellitteri said that the water mains on Richard Road are wrapping up. There have been recent water main breaks and water treatment plant issues. Early voting will be posted on the sign board in the morning.

Director Hooke reported the 911 grant application is usually out in April and due in May. This year it will be out in October and due in February. He had a meeting with the 911 Director. The grant will be mostly an equipment grant.

MOTION: At 8:15 pm, made and seconded, to adjourn to executive session to discuss strategy and conduct contract negotiations with nonunion personnel (Town Accountant), and not return to open session

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

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Lindsay Vayda, Clerk

Documents:

Minutes

STM warrant

BadgeQuest agreements

Snow removal rates

Salt bid recommendation

RFP South School