

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, February 13, 2019

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
Lauren Mielke, Deputy 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.

The recent passing of Robert Matson was observed during a moment of silence. Mr. Matson formerly served as a member of the Library Board of Trustees, a member of the Permanent Cable Television Advisory Committee, and most recently, as a member of the Council on Aging Board.

MINUTES:

MOTION: By Ms. Vayda, second by Mr. Lee, that the Board of Selectmen accept the minutes of the regular session of Wednesday, December 12, 2018 as printed

VOTE: 5:0

MOTION: By Ms. Vayda, second by Mr. Lee, that the Board of Selectmen accept the minutes of the regular session of Wednesday, January 9, 2019 as printed

VOTE: 5:0

Chief McFadden introduced Fire Lt. Stephen Duggan, who was promoted to Lieutenant following the retirement of Lt. Donald Austin. Lt. Duggan was sworn in by Town Clerk Jeanmarie Tarara, and congratulated by all.

Firefighter/Paramedic Stephen Sciara, a new member of the Fire Department, was introduced by Chief McFadden, sworn in by Town Clerk Jeanmarie Tarara, and congratulated by all.

Chief McFadden spoke about the heroic efforts of three Holbrook Firefighters at the scene of a house fire in Avon on December 25, 2018 that involved the entrapment of a resident. Lieutenant Eric Beltramini, Firefighter Matthew Gray, and Firefighter Patrick Campbell were recognized, thanked and presented with a Certificate of Recognition by the Board of Selectmen for their meritorious conduct.

Chief McFadden explained that the ambulance abatements before the Board were routine and recommended that they be approved as presented by New England Medical Billing.

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of February 13, 2019*

MOTION: By Ms. Vayda, second by Mr. McGaughey, that the Board of Selectmen grant the ambulance abatements for the quarter including October 1, 2018 through December 31, 2018, in the amount of Two Hundred Sixty-Nine Thousand, Seven Hundred Seventy-Three Dollars and sixty-five cents (\$269,773.65), as presented and recommended by Chief McFadden

VOTE: 5:0

Chief William Smith discussed a long narcotics investigation that concluded with four arrests, the seizure of cash, a vehicle and narcotics. The officers involved, including Detective Daniel Ford, Detective Keysha Mitchell, Sergeant Detective Brian MacGregor, with assistance from Officer Eric Gunderway, Officer James Landers, Officer Joshua Knowlton and K-9 Bo, and Officer Michael Eshner were recognized for their exemplary service and thanked for their effort to eradicate illicit drugs from Holbrook. They were presented with Certificates of Recognition by the Board of Selectmen.

Chief Smith presented an update on the Police Department: Over the past year, housebreaks and drug offences have gone down, but domestics and motor vehicle accidents and noise complaints have gone up; the recent blood drive on behalf of Dana Farber was a huge success; the Junior Police Academy will be held July 29 – August 2, 2019; the department will have the retirement of K-9 Bo on July 1, 2019; a grant has been received for a new dog; in 2018, there were 34 overdoses, with 7 fatalities. Ms. Vayda suggested that the Chief reach out to the Sheriff about the Jr. Police Academy.

Mr. Gordon reported that:

- The Finance Committee is meeting weekly to review departmental budgets for FY20. The budget requests of the Selectmen/Town Administrator are not much different from FY19. A joint meeting of the Board of Selectmen with the Finance Committee will be held in March, possibly March 27th, so that the two boards can discuss the budgets.
- The next Town Administrator Forum will be held on May 1st, and the topic will be the May 7th town meetings.
- Mr. Terry Edwards went before the Conservation Commission about his project off High Street and goes before the Planning Board on the 20th of February. The Planning Board has been told that the Selectmen would like input on the conditions to be required when the Earth Removal Permit request goes before the Selectmen again.
- The Board of Health is working on by-laws regarding marijuana.
- The former South School Request for Proposals is open until April 3rd.
- The Economic Development Advisory Committee will meet on March 6th.
- He took a hike on the “32 acres” with Chief Smith and Supt. Pellitteri, and the rock was found. He reviewed the motions and votes of the Selectmen from the January 9th meeting, and said that the Board has no authority over that property after voting not to take the property away from the Tax Title Custodian. The Treasurer can proceed with the sale of the property now. The geological survey some Board members requested previously has not been completed.
- Mr. Arthur Boyle, the former Health Agent, is available to fill the vacant Health Agent’s position on a temporary basis. Chairman Campanella said it is the Board of Health’s job to make that choice, and suggested that the Board of Health call an emergency meeting to vote on the issue.

MOTION: By Ms. Vayda, second by Ms. Campanella, to table the subject until the Board of Health holds an emergency meeting to decide what to do with the Health Agent’s position

DISCUSSION:

Ms. Campanella said the Health Agent from Braintree has been called in the past, and that is what should be done again until the Board of Health acts on the vacancy.

7:39 pm: Mr. Reilly left the room, recusing himself

Discussion took place about appointing someone on a temporary basis. Mr. Gordon suggested that a motion could state that the person would be temporary, until a permanent Health Agent is hired, and at an hourly rate not to exceed \$28.11 per hour, which is the wage listed for the position on the Wage & Salary Plan. Mr. Lee explained that a person needs to be appointed by the Town and sworn in to the position before they can go out and perform services for the Town.

VOTE ON MOTION: 4:0

SALARY ADMINISTRATION BY-LAW HEARING:

Mr. Reilly returned to his seat.

MOTION: At 7:53, By Ms. Vayda, second by Mr. Lee, that the Board of Selectmen open the Salary Administration Hearing to consider amendments to the Town of Holbrook By-Laws, Section 10 – Salary Administration Plan

VOTE: 5:0

Mr. Lee read the hearing notice.

Town Clerk Jeanmarie Tarara spoke about the need to add the election workers to the salary schedule. She recommended that the workers be paid minimum wage on an hourly basis, but that the wardens be paid \$270 for a 14 hour day, and the registrars be paid \$350 per year. The list of workers will be brought before the Selectmen for appointment by the Board.

The position of Public Health Nurse for the Board of Health was discussed. This position has been hired as a contractor until now, but should be an employee. Therefore, the position should be added to the salary schedule. Salary adjustments will be considered for all positions. Department heads with employees on the schedule should come and speak about salary increases.

MOTION: By Ms. Vayda, second by Mr. Lee, that the Board of Selectmen continue the Salary Administration By-Law hearing, and re-open the hearing at 7:15 pm on Wednesday, March 13, 2019, in the Selectmen Noel C. King Meeting Room

VOTE: 5:0

Mr. Keshav Shukla of Sri Radha Bhakti, of 711 South Franklin Street, was before the Board requesting permission for the Hindu Temple to use the former South School cafeteria and grounds for the annual Festival of Colors – Children’s Dance and Drama. The performances are open to all residents who would like to attend. It was mentioned that there is no heat and no running water at the former South School.

MOTION: By Mr. Lee, second by Ms, Vayda, that the Board of Selectmen authorize the Town Administrator to execute an Application for Use of Town Property, granting the use of the Town-owned grounds and cafeteria of the former South School, located at 719 South Franklin Street, to Sri Radha Bhakti, for the Festival of Colors – Children’s Dance and Drama event, from 9 am to 3 pm on Saturday, April 6, 2019, and allowing for set up of the event on Friday, April 5, 2019, with a fee to be paid to the Town of Holbrook in the

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of February 13, 2019*

amount of \$100, and proof of insurance for the event to be submitted in advance of the event

VOTE: 5:0

Ms. Katie Goldrick of Holbrook Rotary withdrew the request for a One Day Special License that appeared on the agenda.

Mr. Gordon recommended that Mrs. Ruth Davey, who resigned from the Community Development Office a few months ago, be hired for the part-time temporary position in that office. Discussion took place about the need to hire a permanent employee. It was explained that the position has remained vacant, and that the records in the office need to be brought up to date, and Mrs. Davey, who worked in that office for many years, is all trained. It would be a temporary position.

MOTION: By Mr. Lee, second by Mr. Reilly, that the Board of Selectmen approve the hiring of Ruth Davey to fill the position of Temporary Part-Time Principal Clerk in the Community Development Office, at 12 hours per week, at the rate of pay for a Part-Time Principal Clerk under the Salary Administration Plan, currently \$19.25 per hour for FY2019, effective February 4, 2019

VOTE: 5:0

Supt. Pellitteri recommended that Mr. Bill Baxter be hired to fill the vacancy for a Public Works Craftsperson/Laborer – Grade II, which is vacant due to the retirement of Mr. Philip Malm. Mr. Reilly said that although Mr. Baxter appears to be quite qualified, in the future, he would like to see a search committee formed with one member of the Board of Selectmen on it when there is a vacancy.

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen approve the hiring of Bill Thomas Baxter to fill the position of Craftsperson/Laborer – Grade II in the Holbrook Public Works Department, effective Tuesday, February 19, 2019, as recommended by the Superintendent of Public Works

VOTE: 4:0:1 (Mr. McGaughey abstained)

Supt. Pellitteri explained that the Water Meter Replacement Program will begin soon, and recommended that the Board approve the contract with Baystate Winsupply for the completion of the program. They will reach out through mailings and make arrangements for installations of new water meters.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen execute an Agreement between the Town of Holbrook and Baystate Winsupply for services necessary for the construction and completion of the Water Meter Replacement Program, at a contract price not to exceed One Hundred Eighty-Three Thousand One Hundred Eighty Dollars (\$183,180.00)

VOTE: 5:0

Supt. Pellitteri reported that the new water meters will be radio transmitted. There will be no more estimated bills. Bills will go out four times a year, and the time to read the meters will be cut in half.

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen authorize the Town Administrator to execute a Purchase Order Agreement for Cold Water Meters between

the Town of Holbrook and Ti Sales, for the Water Meter Replacement Program, at a price not to exceed Five Hundred Forty-Five Thousand One Hundred Ninety Dollars and eight cents (\$545,190.08)

VOTE: 5:0

Supt. Pellitteri reported that the Union Street renovation project is going to be moved up on the TIP from 2022 to 2021, and the 100% submittal will need to be complete. MassDOT was contacted about signal adjustments at the South Franklin and South Street intersection.

It is time to negotiate successor collective bargaining agreements with the Clerical and Public Works Unions. A member of the Board of Selectmen should be designated to sit on the negotiating team.

MOTION: By Ms. Vayda, second by Mr. McGaughey, that the Board of Selectmen designate Madam Chair Pamela Campanella as the Selectmen's Representative for the purpose of participating in contract negotiations with the Clerical Union for a successor agreement to be effective July 1, 2019

VOTE: 3:0:2 (Mr. Reilly & Mr. Lee abstained)

MOTION: By Ms. Vayda, second by Mr. McGaughey, that the Board of Selectmen designate Chairman Pamela Campanella as the Selectmen's Representative for the purpose of participating in contract negotiations with the Public Works Union for a successor agreement to be effective July 1, 2019

VOTE: 3:0:2 (Mr. Reilly & Mr. Lee abstained)

The Scholarship Committee has issued an urgent request for donations for the Town Scholarship. No amount is too small.

Treasurer/Collector Digirolamo said that his office is busy with the real estate, excise and water bills all due at the same time. Due to an injury in his office, he may have to ask other clerical employees to work extra hours. He has four parcels of land to put out for auction and after putting a conservation restriction on the "32 acres" abutting the Town Forest, he will sell the whole piece of land to the highest bidder. Chairman Campanella asked that he consider conserving some of the parcel, and much discussion followed. The Treasurer explained that he supports following the vote of town meeting by putting the conservation restriction on the larger part of the parcel and selling the entire parcel in tact. Ms. Campanella and Ms. Vayda advocated for splitting the parcel in two, with the larger parcel being added to the Town Forest. It was noted that anyone can attend and purchase the property at auction.

CITIZEN CONCERNS:

Resident Sue Murray, 20 Roosevelt Road, informed the Board that she is not in favor of selling the "32 acre" parcel, which she said will allow a developer to build a larger condo project. She heard that the Council on Aging wanted to move into the former JFK School, which would then free up the COA building to be sold to help renovate the JFK and keep the Town Forest.

Mr. Matt Hooris, 2 Beach Road, was in about the excessive lighting at the On The Way General Store since the new owners purchased the property. He said there are eight LED lights on the roof of the building that light the entire area. He has approached the owner multiple times, and not much has been done to improve the situation. He has complained to the Building Department, without much assistance from that department. He presented pictures of the situation. Mr. Gordon said the Building Inspector

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of February 13, 2019*

has gone out and has issued a letter giving the owner a week to correct the violations or pay \$100 per day fines.

Ms. Pam Vayda, Hillsdale Road, said she did not vote at town meeting for the Treasurer to sell the "32". Ms. Cheryl McAvenia wanted to know how people were supposed to know the "32" would be discussed at this meeting and asked that the Board require the Town Scholarships to include children who do not necessarily excel in academics.

A resident, Alison Bowden, Hillview Ave., said that a loss of protected property that belongs to the people is a permanent loss.

Discussion took place about putting Holbrook Meadows & Recreation on the agenda to discuss the re-use of the former landfill. Mr. Lee said that they have a license agreement with the Town and the Chairman cannot just keep them from coming to a meeting to speak to the Board.

MOTION: By Mr. Lee, second by Mr. McGaughey, to ensure that Holbrook Meadows & Recreation Park LLC will be on the agenda for the meeting on February 27, 2019, and that it remains on the agenda for subsequent meetings until a vote is taken

VOTE: 3:2 (Ms. Campanella & Ms. Vayda against)

Ms. Vayda discussed the need for a deadline for placing items on the agenda, in order to allow enough time to prepare the packets for the meetings and enough time for the Selectmen to be able to prepare properly for meetings.

It was discussed that the Chairman will not be available to attend the February 27th meeting. Mr. Lee agreed to amend the motion to allow the Chairman to be present.

MOTION: By Mr. Lee, second by Mr. Reilly, to reconsider my previous motion

VOTE: 3 in favor

MOTION: By Mr. Lee, second by Mr. Reilly, that they be on the next agenda on March 13, 2019

VOTE: 5:0

ADJOURN TO EXECUTIVE SESSION:

Mr. Lee left the room.

Mr. Reilly left the room.

MOTION: At 10:16 pm, made and seconded, to adjourn to executive session to discuss strategy as it relates to collective bargaining with Union personnel (Public Works Department Employees), and return to open session

VOTE: Mr. McGaughey, Ms. Vayda, & Ms. Campanella – in favor

10:43 pm: RETURN TO OPEN SESSION

Selectmen Present: Pamela Campanella, Chairman
Lindsay Vayda, Clerk
Richard McGaughey, Associate

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of February 13, 2019*

Selectmen Absent: Joshua Reilly, Vice-Chairman
Daniel Lee, Associate

MOTION: By Ms. Vayda, second by Mr. McGaughey, that the Board of Selectmen execute a Side Letter of Agreement Between the Town of Holbrook and the International Union of Public Employees, Local 150 (Public Works Department Employees), which Amends Article 26, "Alcohol and Drug Testing" by inserting a new Section E

VOTE: 3:0

MOTION: At 10:45 pm, made and seconded, to adjourn the meeting

VOTE: 3:0

Documents: Minutes; Fire Chief's letter re: FF's efforts on 12/25/2018; Ambulance Abatement request; Police Chief's request re: narcotics investigation; certificates for Fire/Police; Salary Admin By-Law & Schedule; request to use Town property (South School); request to hire PWD employee; contracts with Winsupply and Ti Sales; Union requests to negotiate (Clerical & PWD); Side Letter PWD Union

Lindsay Vayda, Clerk