

Holbrook Board of Selectmen  
Minutes of the Regular Session of  
Wednesday, March 27, 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  
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.

MINUTES:

MOTION: By Ms. Vayda, second by Mr. McGaughey, that the Board of Selectmen accept the minutes of the meeting of Wednesday, February 27, 2019, as printed

VOTE: 5:0

MOTION: By Ms. Vayda, second by Mr. McGaughey, that the Board of Selectmen accept the minutes of the executive session of Wednesday, February 27, 2019, as printed

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

Announcements:

- The Historical Society, with funding from the Holbrook Cultural Council, will host a talk by Stephanie Schorow, the author of "Boston on Fire" on April 7, 2019 in the Noel King Room
- Applications are available in the Town Clerk's office & on the Town's website for the 2019 Town Scholarship for graduating Holbrook residents

Mr. Gordon reported that:

- The Finance Committee expects to be complete with the 2020 draft budget on April 22<sup>nd</sup>
- There will be joint meetings of the Finance Committee and Board of Selectmen on May 1<sup>st</sup> and July 15<sup>th</sup> to consider year end appropriation transfers
- Town meeting articles are due by Friday, March 29<sup>th</sup>
- He and Supt. Pellitteri will be attending a TIP meeting tomorrow on the Union St. renovation which is at 75% design. Appraisals will need to be done for temporary takings at a cost of \$70 to \$100,000 for this \$4 million project
- There are a group of residents that have already been meeting about the ball fields. The work to be done this year is approximately \$9,500, but a rehab plan is needed. There will be an article on the town meeting warrant
- Republic Waste will come before the Board at the next meeting about FY2020

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- The Brigadoon project has been approved by the Planning Board. The Planning Board will draft conditions next
- There will be a draft procurement policy before the Board next week
- A draft order of conditions was given to the Board for consideration for the earth removal permit for T L Edwards. That project will be going before the Conservation Commission and to the Board of Selectmen on April 8<sup>th</sup>

Director Hooke introduced Public Safety Telecommunicator Michael Salvi, and Deputy Director Mielke explained the circumstances on February 5, 2019 when an emergency call came in from the father of a 2-week old baby that was not breathing. Dispatcher Salvi was able to direct the father on CPR until help arrived and took over. His actions were instrumental in saving the baby's life. He was presented with a certificate of recognition.

Director Hooke reported that supervisory staff attended stress management training. He commended the staff for handling stressful calls, including a call recently about a man in Rockland who had his arm amputated at work. Although he lost his arm, but it could have been much worse.

Shepard Long of Stikeleather Real Estate requested the use of the Town Hall front parking lot in order to sponsor a community shredding event for Town residents.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen grant the use of the front Town Hall parking lot to Shep Long of Stikeleather Real Estate for a free shredding event for Holbrook residents on Saturday, May 18, 2019 from 9:00 am to 2:00 pm

VOTE: 5:0

Chairman Campanella recused herself and left.

Mr. Reilly opened the discussion on the request of the Town of Braintree that the Board designate a route for trucks to go to and from the transfer station without the use of South Street in Braintree.

Timothy Carey, District Councilor in Braintree, and David Soars, Traffic Engineer for Braintree were present, and said that South Street residents do not need the noise, traffic, trash, etc.

It was discussed that a letter was received from TLA's attorneys, Beveridge & Diamond stating that the Board of Selectmen is not the permit granting authority in this project. The Planning Board and Board of Health are. A letter was received from the Town of Randolph, noting that the South Street/Centre Street is important to other businesses along that street. MassDOT has advised that it is not a state road, and the towns would need to agree that the particular route could not be used. It cannot be mandated.

Braintree is requesting that only certain trucks be barred from using the roadway, but there is an industrial park on the road, and the risks are the same for those other trucks. Braintree explained that it is a new business in that area that they would like to use state numbered roads. Chief Smith advised that this would be totally unenforceable due to the bias of singling out one group. The Board decided to have the information sent to Town Counsel for an opinion on the Board's authority in this matter and re-schedule the discussion to another meeting.

Chairman Campanella returned to her seat.

Mr. Gordon advised that T. L. Edwards will be going before the Conservation Commission again on April 8<sup>th</sup>, and will come to the Board of Selectmen on April 10<sup>th</sup> for an Earth Removal Permit.

Adam Fabian of the Town Forest Committee spoke about the completion of some bridges in the Town Forest, and provided pictures. An Eagle Scout candidate is completing his project at the shed at 255 Pine Street. Mr. Fabian will be resigning from the Committee after June 2, 2019 because he will be traveling out of the country and other commitments.

Chief Smith requested that the Board continue the process of promoting a Sergeant to the rank of Deputy Chief from the list generated from the recent assessment center process.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen move forward with the process of promoting a Sergeant on the Holbrook Police Department to the rank of Deputy Chief, as recommended by Chief Smith

VOTE: 5:0

Chief Smith requested that the Board continue the process of promoting an Officer to the rank of Sergeant from the list generated from the recent assessment center process.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen move forward with the process of promoting a Police Officer on the Holbrook Police Department to the rank of Police Sergeant, as recommended by Chief Smith

VOTE: 5:0

Chief Smith reported that he is waiting for the packets completed by the new recruit candidates, and background checks will be done. A candidate will be given an offer of a conditional position, and after passing the medical, psychological and PAT, they will be sent to the academy this summer.

Mr. Gordon explained that the Board has been given copies of draft job descriptions for the positions of Director of Inspectional Services and Conservation Agent. The Human Resources Director researched these positions, looking for the best model. The positions should be presented to the Finance Committee. Discussion took place about whether a full-time building inspector is needed. Ms. Vayda said that the job description needs more detail, and Mr. Lee said that the inspector should be a contract employee. Mr. Gordon will bring the information to the Finance Committee.

The Conservation Commission is putting the information on the Conservation Agent's position on its agenda for April 8<sup>th</sup>. Discussion took place about adding Conservation to the Inspector's job, but Ms. Vayda said the Conservation Agent should be someone well educated in that field.

Mr. Gordon advised that the three new committees the Board is considering appointing could be set up as working groups, which would not be making any decisions, and there would be greater flexibility. Mr. Reilly felt that there should be transparency and accountability, with meetings posted and minutes. The committees include: Ball Field Advisory Committee; Council on Aging Advisory Committee; and Holbrook Landfill RE-Purpose and Oversight Advisory Committee.

A group of residents has already started meeting with Supt. Pellitteri about the ball fields. Kevin Costa, a former member of the Finance Committee, explained that the group includes representatives of Little League, Soccer, and Flag Football. They have talked about the fields, fixing them, and needing a long range plan. It was recommended that this committee for sports be a working group.

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MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board direct the Town Administrator to create a Ball Field working group to assess the current condition of the Town's playing field and to make recommendations for changes and improvements

VOTE: 5:0

MOTION: By Mr. Reilly, that the Board form a five-member Council on Aging Advisory Committee to develop a future plan for a new COA facility. Interested residents should send an email of interest to Marjorie Godfrey at [mgodfrey@holbrookmassachusetts.us](mailto:mgodfrey@holbrookmassachusetts.us)

DISCUSSION: Ms. Vayda said it should be 7 members. Mr. Reilly amended his motion to 6 members. SECOND by Ms. Vayda

VOTE: 5:0

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board form a five member Holbrook Landfill Re-Purpose and Oversight Advisory Committee to determine the most appropriate re-use of the Holbrook landfill based on the Town needs; and to provide oversight to the landfill project. Interested residents should send an email of interest to Marjorie Godfrey at [mgodfrey@holbrookmassachusetts.us](mailto:mgodfrey@holbrookmassachusetts.us)

VOTE: 5:0

UPDATES:

Treasurer/Collector Digirolamo said that employees have been pitching in to catch up his department. The demands have gone out on excise taxes.

Supt. Pellitteri said that funds were secured from the Finance Committee to start cleaning up the ball fields, and Mento is donating manpower for the work. The work will start at the Kennedy and Brookville. Grass has been planted on the soccer fields. Auctions were held through Municibid and some old trucks and small equipment were sold for \$60,000.

CITIZEN CONCERNS:

Patricia Greely said there should be an Open Space Committee to determine what to use the landfill for. Mr. Reilly said the Town could consider accepting the Community Preservation Act at an upcoming town meeting.

Alison Bowden spoke about the Municipal Vulnerability Preparedness Grant, which leads to an action grant. Supt. Pellitteri said Holbrook is working with Braintree on storm water management which also ties into the MS4 permit.

MOTION: At 8:45 pm, by Mr. Reilly, second by Ms. Vayda, to adjourn the meeting

VOTE: 5:0

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Clerk

Documents: Minutes, Cert. of Recognition request for use of town hall parking lot, letters re: transfer station designated route request, draft job descriptions (Director of Inspectional Services & Conservation Agent), draft Earth Removal Permit Order of Conditions for TL Edwards, shredding event information