

Holbrook Board of Selectmen  
Minutes of the Regular Session of  
Wednesday, December 11, 2019

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

In attendance: Timothy J. Gordon, Town Administrator  
William Smith, Chief of Police  
William D. Marble, Jr., Deputy Police Chief  
Stephan Hooke, Director of Communications  
Lauren Mielke, Assistant Director of Communications  
Christopher Pellitteri, Superintendent of Public Works  
Jeanmarie Tarara, Town Clerk  
Eric Erskine, Director of Inspectional Services

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

MINUTES:

MOTION: By Ms. Vayda, second by Ms. Campanella, to approve the minutes of the regular session of Wednesday, November 6, 2019, as printed

VOTE: 5:0

MOTION: By Ms. Vayda, second by Ms. Campanella, to approve the minutes of the regular session of Wednesday, November 13, 2019, as printed

VOTE: 5:0

Town Administrator Gordon was recognized by Chairman Lee for his recent promotion to the rank of Colonel in the Air Force National Guard, and was congratulated by all.

Mr. Gordon reported that:

- The hiring of the new IT Coordinator will be on the next agenda.
- He recommended posting a temporary position in the Collector's office.
- The sale of 320R Weymouth St. has closed, and the conservation restriction has been recorded.

Police Chief William Smith introduced Officer Jonathan Ortiz, who was present with his family to be sworn in to the position. Mr. Ortiz, number 1 on a recent Civil Service certification, was offered a position at a previous meeting, came from the MBTA Police, and has been already completed the MBTA academy. Town Clerk Jeanmarie Tarara swore him in.

Chief Smith discussed the staffing of the Police Department going forward next fiscal year. The regional emergency communications center is expected to be operational in the late fall of 2020, and the dispatchers will be moved from the front lobby of the Public Safety Building to the new building. The front lobby will be un-manned. There will be a monitor and microphone in the entry ways, and visitors

will be instructed to wait there for an officer. The Chief explained that towns with regional dispatch have a station officer on duty to handle requests when there is a walk-in request for assistance. He explained that four officers are needed next fiscal year to cover all shifts. A list of public assistance duties that will be handled by a station officer was discussed. Director Hooke supported the Chief's request. Having a station officer would eliminate the need to take officers off the street while someone waits for them at the Public Safety Building. This discussion will continue at a meeting next month.

ALTERATIONS of the PREMISES: Wine & Malt Beverages Package Store License at 247 (aka 243) Plymouth Street – Clerks Variety Store:

Viralkumar S. Patel, the President of ASP Convenience, Inc. dba Clerks Variety Store, was present. The hearing notice was read.

MOTION: By Mr. Reilly, second by Ms. Vayda, to open the hearing on the application for alterations of the premises on the Wine & Malt Beverages Package Store License in the name of ASP Convenience, Inc. dba Clerks Variety Store, 247 (aka 243) Plymouth Street

VOTE: 5:0

The Chairman asked if any abutters were present and would like to speak. No one responded. Mr. Patel spoke about the improvements taking place at that location, and the Board reviewed the changes shown in the information submitted for approval. Clerks will use the entire new building that is under construction, and gasoline pumps/islands are being installed. Mr. Patel is hoping to have the store open by the end of January 2020.

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen vote to approve the alterations of premises as proposed by ASP Convenience, Inc. dba Clerks Variety Store at 247 (aka 243) Plymouth Street, and that the application be forwarded to the ABCC for consideration

VOTE: 5:0

MOTION: By Mr. Reilly, second by Ms. Vayda, to close the hearing on the application for alterations on the Wine & Malt Beverage Package Store License at 247 / 243 Plymouth Street

VOTE: 5:0

FY2020 Tax Classification Hearing:

Present: Patrick Harring, Principal Assessor and Pamela Holt, Assistant Assessor

The legal notice published in the Patriot Ledger was read.

MOTION: By Mr. Reilly, second by Ms. Campanella, to open the Annual Tax Classification Hearing to allocate the local property tax levy for the fiscal year ending on June 30, 2020

VOTE: 5:0

Mr. Harring thanked everyone that helped with compiling the information necessary for tonight's hearing. He explained that the Board of Selectmen is responsible for approving the classification shift, based on the information presented this evening. This is a revaluation year, with values as of January 1, 2019, which are based on the sales from calendar 2018. The overall assessed value of property in Holbrook increased 7.2% in value. All property classes increased in value except personal property. If

*Holbrook Board of Selectmen  
Minutes of the Regular Session  
Of December 11, 2019*

the same shift (1.67) is used as last year, the tax bill to the average single family home will increase 0.74% or \$44.14 for the year, and the bill for the average industrial/commercial property will increase 1.21%. The options for setting the shift were explained. Mr. Harring said there is excess capacity of \$1,614,827, indicating that the Town is taxing that much below the limit allowed. Discussion took place about taking the burden off residents and increasing the commercial / industrial base.

MOTION: By Mr. McGaughey, second by Mr. Reilly, that the Board of Selectmen keep the shift at 1.67 for FY2020

VOTE: 4:1 (Ms. Vayda abstained)

Mr. Harring discussed the form LA-5 that must be signed by a majority of the Board for Gateway, the state's website. Mr. Harring explained the Residential Exemption and Small Commercial Exemption.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen vote not to adopt the Residential Exemption for FY2020

VOTE: 5:0

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen vote not to adopt the Small Commercial Exemption for FY2020

VOTE: 5:0

MOTION: At 8:20 pm, by Mr. Reilly, second by Ms. Campanella, to close the public hearing for allocating the local property tax levy for the fiscal year ending on June 30, 2020

VOTE: 5:0

Sale of Town property at 719 South Franklin Street (former South School):

Present: Town Counsel, David DeLuca, Esq., Murphy, Hesse, Toomey & Lehane  
Stephen Zeboski, Properties R E Company, Inc., the buyer

Atty. DeLuca explained that he was before the Board with a development agreement that should have accompanied the purchase and sale agreement the Board considered previously for the sale of 719 South Franklin Street. There is also a request to amend the P&S in order to add wording relative to a 1031 exchange agreement. It should have been included in the original P&S, but was not, and there is no consequence to the Town if added. Mr. DeLuca advised that he sees no reason for the Town to resist the change. The 1031 exchange agreement is a tax avoidance provision available within the tax code that is used frequently to defer capital gains, not eliminate them.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen execute a Development Agreement between the Town of Holbrook and Properties R E Company, Inc. for the proposed redevelopment of the property known as the former South School, located at 719 South Franklin Street, Holbrook

VOTE: 4:0:1 (Ms. Campanella abstained)

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen authorize the Chairman to sign an amended Purchase & Sale agreement including the provision for a 1031 exchange

VOTE: 4:0:1 (Ms. Campanella abstained)

State Rep. Ronald Mariano and the Town's legislative delegation were thanked for supporting another \$100,000 earmark grant in the state budget, which will be used for various projects at the Town Hall.

MOTION: By Ms. Campanella, second by Ms. Vayda, that the Board of Selectmen vote to accept the FY2020 State Earmark Grant in the amount of \$100,000, and authorize the Town Administrator to execute all grant documents and expend the funds in compliance with the grant budget

VOTE: 5:0

Supt. Pellitteri explained that he recommended the hiring of Mr. Stephen Wolongevicz as a temporary employee in the Public Works Department.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen accept the recommendation of the Superintendent of Public Works to hire Stephen Wolongevicz as a temporary employee under the Wage & Salary schedule

VOTE: 5:0

Supt. Pellitteri provided a Public Works update:

A \$1 million grant, which represents 75% of the project, has been received for the reconstruction of the Lake Holbrook Dam in the Grove. Engineers from Environmental Partners have suggested looking at a footbridge as an alternative to sidewalks. Something will be prepared for town meeting in the spring. Major components for the treatment plant have been received, necessitating a hard shutdown in order to transfer the power from the old electrical components to the new ones.

Chief Smith requested that the Board vote to accept gifts received for the Animal Shelter.

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen vote to accept gifts on behalf of the Holbrook Police Department, including the sum of \$1,455.00, received from LG Jian, Inc. (Golden Pacific Restaurant), and the sum of \$811.00 received from Ayat Corp. / T Square Food Shop, and authorize the expenditure of the total amount of \$2,266.00, to be used for the Holbrook Animal Shelter

VOTE: 5:0

Director Erskine provided an update on the Inspectional Services Department:

The building permit has been issued to Tractor Supply for a \$2.5 million project. Eventually, there will be three more tenants added to that location. All State on Union Street and Stewarts on Plymouth Street are nearing completion. Projects will be picking up on Spring Street. Over 400 building permits were issued in 2019. The construction of the emergency communications center is slow due to the weather. More letters were sent out about buildings in shambles. Holbrook has one of the lowest Weights and Measures fee schedules in the state. Wiring and Plumbing are not bad, but the way they are figured is antiquated. Mr. Erskine is looking for a computer program and hopes to have them on line in early January. New files are being established for each house/address in Town.

Communications Director Hooke provided an update:

The Telecommunicators have received 16 hours of training as of today, and are ahead of schedule. Because the center is regional, funding has been provided for 32 hours of training for each person. As far as the construction of the new building, concrete will be poured at the end of the week. The steel is

*Holbrook Board of Selectmen  
Minutes of the Regular Session  
Of December 11, 2019*

next, and should be done before Christmas. He commended his staff – from January until today, over 47,000 calls, which involve equipment being sent out, have been answered and handled.

Chief Smith provided an update:

On Friday, when the concrete is being poured at the Public Safety Building, King Road will be shut down. In service training is being held at the Randolph Academy. Next week, the Board will be asked to accept the EOPS Grant. Hands-free-only driving when using a cell phone has been passed by the legislature, and takes effect in February. Drivers will get three warnings, then fines, and there will be heavy enforcement throughout the state.

ADJOURN:

MOTION: At 9:05 pm, made and seconded, to adjourn the meeting

VOTE: 5:0

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Lindsay Vayda, Clerk

Documents:

Gift Acceptances for Police (Animal Shelter)

Development Agreement

Amended P & S – Properties R E Company, Inc.

State Earmark Grant Acceptance

Tax Classification presentation