

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, April 1, 2020

Present: Daniel R. Lee, Chairman
Joshua Reilly, Vice-Chairman
Lindsay Vayda, Clerk
Pamela E. Campanella, Associate (Remotely on Zoom)

Absent: Richard B. McGaughey, Associate

Remotely on Zoom: Timothy Gordon, Town Administrator
Marjorie Godfrey, Assistant Town Administrator
Luke McFadden, Fire Chief
William Smith, Chief of Police
Stephan Hooke, Director of Communications
Karl Stammen, Esq., representing The Viking Club
Patrick Culhane, Esq.

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.

The notice on the agenda was read, related to changes in the Open Meeting Law due to COVID-19, allowing the Town to hold the meetings remotely on Zoom during the shutdown of the Town Hall, in order to allow public access to the meetings.

A notice, indicating that the Town Hall is closed to the public until further notice due to COVID-19, and letting the public know how to speak to someone and/or pay a bill or leave a document for a department, was read, and is posted on the Town's website.

The proposed COVID-19 Town of Holbrook Staffing Policy was read.

MOTION: By Mr. Lee, second by Ms. Vayda, that the Board of Selectmen vote in favor of putting the Staffing Policy in place as read

VOTE: 3:0:1 (Mr. Reilly abstained)

It was discussed that the Board of Registrars has recommended the postponement of the Annual Town Election, currently scheduled for Saturday, April 4, 2020.

MOTION: By Ms. Vayda, second by Ms. Campanella, that, pursuant to Chapter 45 of the Acts of 2020, and because of the state of emergency declared by the Governor pursuant to Executive Order 591 – Declaration of a State of Emergency to Respond to COVID-19, and because of the recommendation of the Holbrook Board of Registrars, the Town of Holbrook's Annual Town Election is hereby postponed

VOTE: 3:0:1 (Mr. Reilly abstained)

Public Works Superintendent Christopher Pellitteri recommended that the Board vote to fill the position of Public Works Craftsperson/Laborer – Grade II. The candidate being recommended has been working on a part-time temporary basis.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen accept the recommendation of the Superintendent of Public Works and hire Stephen Wolongevicz to fill the full-time position of Public Works Craftsperson/Laborer – Grade II, effective Monday, April 6, 2020

VOTE: 4:0

The hearing on the applications of the South Shore Viking Association, Inc. dba The Viking Club, for an All Alcohol Private Club License, a Common Victualler's License, and an Entertainment License at 220 South Franklin Street, was continued from the Selectmen's meeting of March 18, 2020, due to the COVID-19 Pandemic.

MOTION: At 7:16 pm, by Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen continue the hearing on the applications of the South Shore Viking Association, Inc. dba The Viking Club (Mark J. Delory, Manager) at 220 South Franklin Street, for:

A Private Club All Alcohol License

A Common Victualler's License

An Entertainment License

VOTE: 4:0

Atty. Karl Stammen spoke on behalf of The Viking Club, requesting the licenses for the new location of the Club following the sale of their long term location in Braintree. He has been in contact with the abutter at 232 South Franklin Street, and has agreed to install a fence between the properties. The building will be used for meetings of members and guests, and no functions will be held there. There are about six dinners held yearly, with subgroups of the membership using the building to get together. The manager spoke about dinners that may be held monthly, but they are not looking to hold big parties. There are 115 paid members, and 15 – 16 members that usually come in.

Ms. Campanella was concerned about alcohol signage because the building is across from the public school. Atty. Stammen agreed that there would be no alcohol advertising with neon lights in the windows.

Mr. Reilly asked about the entertainment license, and was told there could be an accordion, or a band with traditional music. The hours for the entertainment license were discussed. They asked for 11 am – 1 am for flexibility, but agreed to a 10 pm limit on Sundays.

It was explained that the functions in Braintree have been held indoors with some cooking. Mr. Delory said they may possibly do a bazaar outside so the ladies could display their wares, but they would come to the Town for approval.

The neighbor next door was assured that the Board of Selectmen would be made aware of any problems, and there are mechanisms in place to make sure the Club is a good neighbor. Chairman Lee said he called Braintree, where the Club has been located since 1953, and there have been no violations.

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen grant the request of South Shore Viking Association, Inc. dba The Viking Club for an All Alcohol Private Club License to Expose, Keep for Sale, and to Sell Alcoholic Beverages to be Drunk on the Premises, Mark J. Delory, Manager, at 220 South Franklin Street, and grant the hours of sale, to include Monday – Saturday, 11:00 am – 1:00 am and Sundays 11:00 am – 1:00 am, contingent on the receipt of the following:

- Submission of a fire safety certificate from Inspectional Services

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- Payment of the license fees totaling \$1,060 (\$860 Club Alcohol, \$100 Common Victualler, and \$100 Entertainment)
- Proof of workers' compensation and liquor liability insurance for the new location in Holbrook

VOTE: 3:1 (Ms. Campanella abstained)

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen grant the request of the South Shore Viking Association, Inc. dba The Viking Club, for a Common Victualler's License, in order to serve prepared food to the members and guests of the social club at 220 South Franklin Street

VOTE: 3:0:1 (Ms. Campanella abstained)

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen grant the request of the South Shore Viking Association, Inc. dba The Viking Club, for an Entertainment License, in order to allow live entertainment, including an accordion or live band between the hours of 11:00 am – 1:00 am, Monday – Saturday, and 11:00 am – 10:00 pm on Sunday

VOTE: 3:0:1 (Ms. Campanella abstained)

MOTION: At 7:45 pm, made and seconded, to close the hearing

VOTE: 4:0

Selectman Reilly recused himself and left the room.

Director Hooke explained that the child safety seats acquired through a grant will be distributed at the Communications Center, by appointment. The grant purpose is to make sure that the safety seats are installed correctly. There was no Town match on the grant. He recognized Supervisor O'Donnell who applied for the grant.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen accept the grant of \$4,991.50 worth of Child Passenger Safety Seats from the Massachusetts Executive Office of Public Safety & Security federal fiscal year (FFY) 2020 Child Passenger Safety Seat Distribution Grant Program, on behalf of the Holbrook Regional Communications Emergency Center and Communications Director Stephan Hooke

VOTE: 3:0

Mr. Reilly returned to his seat.

Katie Goldrick, Chairman, Board of Health, was present.

The Board of Health requested acceptance and approval of the expenditure of a \$6,000 grant from the Mass. Association of Health Boards' Public Health Support for COVID-19 Grant. The grant will fund various part-time temporary positions to support the residents, including 2 exercise coaches and a family counselor. Another \$6,000 grant is expected by mid-May. The positions, recommendations on appointments and stipends to be paid were reviewed:

- Richard Reuss, Board of Health Planning Coordinator, stipend of \$300 per week for 8 weeks, totaling a maximum of \$2,400. This is a part-time position with no benefits and is subject to grant funding.

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- Samantha Higgins, Crisis Counselor, stipend of \$350 per week for 8 weeks, totaling a maximum of \$2,800. This is a part-time position with no benefits and is subject to grant funding.
- Jennifer Santospago, Enrichment Instructor, stipend of \$250 per week for 6 weeks, totaling a maximum of \$1,500. This is a part-time position with no benefits and is subject to grant funding.
- Danielle McDonagh, Enrichment Instructor, stipend of \$100 per week for 8 weeks, totaling a maximum of \$800. This is a part-time position with no benefits and is subject to grant funding.

It was noted that the stipends add up to \$7,500, which is more than the current grant funding received to date.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen fill the positions funded by the Public Health Support for COVID-19 Grant, including a Board of Health Planning Coordinator, a Crisis Counselor, and two Enrichment Instructors

VOTE: 4:0

MOTION: By Ms. Vayda, second by Ms. Campanella, to accept the Public Health Support for COVID-19 Grant of \$6,000.00 from the Massachusetts Association of Health Boards, on behalf of the Holbrook Board of Health, and authorize the Board of Health/Health Agent to expend the grant funds

VOTE: 4:0

Chief Smith urged everyone to stay at home, especially over the next two weeks, as Massachusetts goes through an expected surge in COVID-19 cases.

MOTION: Made and seconded, to adjourn the meeting

VOTE: 4:0

Lindsay Vayda, Clerk

Documents:

COVID-19 Staffing Policy

Recommendation to postpone town election

Wolongevicz recommendation/resume

Viking Club applications

2 Grant Acceptance forms

BOH positions information