

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, June 3, 2020

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

Absent: Richard B. McGaughey, Associate

In attendance: James M. O'Mara, Jr., Interim Town Administrator
Marjorie Godfrey, Assistant Town Administrator
Various department heads and members of the public

This meeting was held on Zoom, and available to the public via a Zoom link and log in information posted on the agenda. The Zoom meeting was recorded and broadcast on the Community Access Channels, and available on Holbrook Community and Access Media (HCAM) website. The meeting was called to order by the Chairman at 7:00 pm.

MINUTES:

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen approve the minutes of the regular session of Wednesday, April 22, 2020, as printed

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

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen approve the minutes of the regular session of Wednesday, April 29, 2020, as printed

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

Interim Town Administrator James O'Mara recognized State Reps Ronald Mariano and Mark Cusack for assistance with the Town receiving \$50,000 from the Executive Office of Public Safety for public safety, pending approval of the spending plan. A letter will be sent thanking Reps. Mariano and Cusack.

Town Accountant Bethiny Moseley and Superintendent of Public Works Christopher Pellitteri reviewed the history of the Water and Sewer Enterprise Funds. It was explained that the water and sewer accounts have been underfunded in FY19 and FY20, and 1%-2% increases are not keeping up with the expenses. The water expenses have been increasing, mainly due to debt, which is a stain on the fund. Mr. Pellitteri explained that they looked at other towns and how they structure their charges. The unmetered accounts need to be adjusted by 5% to reflect an accurate usage. And, other towns have established a base fee for water and sewer to cover costs. The lowest base quarterly fee that should be added to Sewer has been determined to be \$5.00, and the base quarterly fee for Water is recommended at \$23.00. The Sewer Fund would then be fully funded, but \$145,000 of retained earnings would still need to be used at town meeting to supplement the FY21 Water Enterprise account. The new base fees

would total \$112 per water/sewer customer per year, and follows suit with Braintree and Randolph. A 5-year outlook should be completed for stability in the rates. There will be a public hearing held at an upcoming meeting. If the accounts have a deficit, the deficit will go to the tax levy. Using retained earnings to fund the account is putting a bandaid on the problem.

Town Accountant Moseley explained that the Department of Revenue wants towns to have a 1/12th budget in place in case a town budget for next fiscal year has not been approved by July 1st. Information has been sent out to the Town departments. The 1/12th budget prepared by Ms. Moseley was reviewed. Town meeting is scheduled for June 24th and will potentially be held in the main parking lot at Holbrook Middle High School. The town election will be held on June 27th inside the school building.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen approve the 1/12th budget plan as submitted by the Town Accountant, totaling \$6,007,451.65, for the General Fund, and including the Joint Water expenses of \$153,719, Water Enterprise of \$465,030, Solid Waste Enterprise of \$57,446, and Sewer Enterprise of \$210,188

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

The Board reviewed the final copy of the employment agreement with James O'Mara, which included changes that had been previously agreed upon.

MOTION: By Mr. Lee, seconded by Ms. Vayda, that the Board of Selectmen vote to execute an Employment Agreement between the Town of Holbrook and Interim Town Administrator Jim O'Mara, effective June 1, 2020

ROLL CALL VOTE: Ms. Vayda – Yes
Mr. Lee – Yes
Ms. Campanella – Abstained
Mr. Reilly – Recused

Chairman Lee is appointed to the Town Hall Re-Opening Committee, but recommends that Mr. O'Mara now be appointed in his place on that committee.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen rescind the vote taken on May 20, 2020 to appoint Chairman Daniel Lee to the Town Hall Re-Opening Committee, and in his place, appoint Interim Town Administrator Jim O'Mara to the Committee

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

Wayne Darragh, the President of Community Opportunities Group, spoke about including Holbrook in a grant application he is writing for funding becoming available for Community Development Block Grants (CDBG) as part of the CARES Act. With Rockland as the lead community, the towns of Abington, Avon, Hull, Wareham, and Holbrook could join together with a grant application for

assistance to micro enterprises, together with a social service component to assist those affected by the COVID-19 virus, like providing additional funding for food pantries. There is a lot of competition expected, and the Dept. of Housing and Community Development has signaled that regional applications are more favorable. The Town would hear in July whether the grant has been approved.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Town of Holbrook participate in a regional application being prepared by Community Opportunities Group, Inc. for Community Development projects through DHCD and the federal CARES Act, including grants to businesses defined as micro-enterprises (5 or fewer employees, including the owner) and/or funding to support public social services activities designed to assist persons who have been impacted by the COVID-19 virus

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

The Board discussed appointing Mr. O'Mara to the Joint Water Board.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen appoint Interim Town Administrator Jim O'Mara as the Randolph/Holbrook Joint Water Board member for the Town of Holbrook

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

Mr. Pellitteri reported that recently there was a sudden drop in the water pressure that will be discussed at an upcoming water board meeting. Board members spoke about creating an open space and recreation committee, a master plan, and a community preservation commission.

Discussion took place about opening the public parks. Katie Goldrick, Chairman of the Board of Health said that there is a tremendous amount of caution on parks, and playgrounds are not allowed to re-open at this point. Chairman Lee said the Sumner and Brookville gates should be open for use of the fields and the walking track, and caution tape should be wrapped around the swings. It was discussed that notice needs to be given to residents about what is allowed. Chief Smith said green tarps can be used over the playground equipment and other towns are putting a couple of 2x4's at the top of the basketball hoops. Ms. Campanella said that tarps would be a safety issue. A couple of signs will be hung on the fence and gate.

Mr. Reilly asked that the ballfields working group be consulted on the suitability for open space, which should be incorporated into the master plan. All of the Town's open space should be assessed for the plan.

Mr. Pellitteri reported that Republic Services had issues this week with their equipment. They missed some stops and people should call the office with their address if they were missed. They have not been able to put on a second truck lately, due to the increase in volume in other towns.

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Mr. O'Mara announced that residents 60 and over should call the Council on Aging if they would like to receive frozen meats available from South Shore Elders.

Mr. Pellitteri said that there are significant costs associated with the processes that have been looked at to reduce PFAS at the treatment plant. They will be getting together with the engineers about where they are and the DEP guidelines. We are testing at 26 and test consistently while trying to filter it down. Mr. Lee asked that the numbers be reported when available.

MOTION: Made by Ms. Vayda, second by Ms. Campanella, to adjourn the meeting

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

Lindsay Vayda, Clerk

Documents:
1/12th budget
O'Mara agreement
Water/Sewer presentation