

BOARD OF SELECTMEN'S MEETING WEDNESDAY, OCTOBER 21, 2020

In attendance: Daniel Lee, Joshua Reilly, Lindsay Vayda, Pamela Campanella, Richard McGaughey, James O'Mara, Town Administrator, Emily R. Martin, Assistant to the Town Administrator

This meeting was held live 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 the Holbrook Community Access and Media (HCAM) website.

1. Chairman Daniel Lee convened the meeting at 6:00 p.m. in the King Conference Room at the Town Hall of Holbrook.

2. Lindsay Vayda moved, Richard McGaughey seconded, and at 6:03 p.m. the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, and Pamela Campanella voting yes, to enter into Executive Session for the purpose of discussing negotiating strategy with respect to non-union personnel (Communication Center Director and Deputy Director) believing that having such discussions in Open Session would have a detrimental effect on the negotiating position of the Board, and to return to Open Session for the purpose holding a Board of Selectman's meeting.

3. At 7:22 p.m., Chairman Lee opened a public hearing for the Town's Verizon Cable License Renewal by reading the public notice of the hearing into record. Keith O'Brien, Chair of the Holbrook Permanent Cable Television Advisory Committee, provided a background of the Comcast License that was renewed in 2018 and how that will affect the Verizon renewal, as well as noting the need for capital improvements for HCAM. Attorney Bill August addressed the meeting, noting the purpose of this agenda item is to invite the Board and the public to speak to Holbrook's cable related needs, which will then be provided to Verizon for review. Mr. August informed the Board that in his initial communications, Verizon had been very responsive, and had sent draft documents to prepare for negotiations.

Zack Gorman, Executive Director of HCAM, asked the Board to consider the commentary of the following residents and Town officials, all of which was in support of HCAM:

Julie Hamilton, Holbrook School Superintendent

Katie Goldberg, Chair of the Board of Health

Tom Benvie, Holbrook Historical Society, Veteran's Agent, host of Holbrook Then & Now

George Starr, Holbrook High Senior

Aiden Kelly, Holbrook High Graduate

Daniel Lee, Chair of the Board of Selectmen

A memo from Planning Board Chair Chris Golden was read into record, and Mr. Gorman noted the receipt of 8 letters of support to be included with the submission to Verizon. After the comment period, Mr. Gorman, Mr. O'Brien, Chairman Lee, and Attorney August thanked everyone for providing their support for HCAM.

4. Chairman Lee moved, Lindsay Vayda seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, Daniel Lee voting yes, Joshua Reilly voting yes, and Pamela Campanella voting yes, to continue the public hearing for the transfer of a liquor license from its October 7, 2020 meeting.

It was noted that at the previous meeting, there had been confusion on the application process for a transfer of liquor license, but there had been a resolution to the Board's questions.

Lindsay Vayda moved, Richard McGaughey seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, and Pamela Campanella voting yes, to approve the application from Gregg Lake Associates Inc., doing business as Highland Liquors, to transfer its Retail Package Store License to Jiyadhruv Inc., doing business as Highland Liquors, at 464 N. Franklin Street.

Daniel Lee moved, Joshua Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, Daniel Lee voting yes, Joshua Reilly voting yes, and Pamela Campanella voting yes, to approve of the pledge of license and pledge of inventory from Gregg Lake Associates Inc., doing business as Highland Liquors, to Jiyadhruv Inc., doing business as Highland Liquors, at 464 N. Franklin Street.

5. Fire Chief Luke McFadden attended via Zoom to present his Quarterly Report, informing the Board of an absence due to COVID, a catastrophic failure of Ambulance 2 (which Ford will be making a \$3,500 contribution for repairs), the need for some general repairs and maintenance to be made to the Public Safety building, recent purchases of PPE, and the Fire Department's receipt of grants that provided \$150,000 of services at a cost of \$8,000 to the Town. Chief McFadden thanked the Town of Randolph for lending Holbrook an ambulance while HFD's was out of service, and also thanked the Public Works Department Superintendent and staff for their work on landscaping the rear of the Public Safety building.

6. Chairman Lee discussed the contract Chief McFadden submitted between Holbrook and MassDOT for the Route 139 reconstruction project. Mr. Lee noted that there will be many documents that need to be signed in the process, noting that the Board naming additional authorized signatories for the project would facilitate a quicker timeline on the project. Chair Lee noted that for the contract between MassDOT and Public Works, it would also benefit the Board to have additional signatories delegated, and therefore combined the motions.

Daniel Lee moved, Richard McGaughey seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, Daniel Lee voting yes, Joshua Reilly voting yes, and Pamela Campanella voting yes, to approve the authorization of the Interim Town Administrator James O'Mara, Fire Chief Luke McFadden, and Superintendent Pellitteri as primary signatories for the agreements between the Town of Holbrook and the Massachusetts Department of Transportation regarding project # 606501, and to authorize the Chairman of the Board and the Town Treasurer to act as other authorized signatories, as appropriate.

7. Public Works Superintendent Pellitteri submitted a contract for approval by the Board between Holbrook and Kennefick Corporation, for labor to be performed in connection with the Lake Holbrook Dam Replacement Project. Mr. Pellitteri informed the Board that the State had already given \$1,000,000 towards the project, intended to update antiquated infrastructure.

Pamela Campanella moved, Lindsay Vayda seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, Daniel Lee voting yes, Joshua Reilly voting yes, and Pamela Campanella voting yes, to approve and sign an agreement between the Town of Holbrook and Kennefick Corporation in the amount of no more than \$807,700 for contractor and labor supplemental services in connection with the Lake Holbrook Dam Replacement Project, and to authorize the Interim Town Administrator to sign any additional documents on behalf of the Board.

8. Superintendent Pellitteri submitted the results of the Joint Salt Bid in which Holbrook participated, there were two companies that responded; Eastern Minerals at \$43.18 per ton delivered, and Morton Salt at \$47.51 per ton delivered). Director Pellitteri recommended awarding the bid to Eastern Minerals.

Lindsay Vayda moved, Joshua Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, Daniel Lee voting yes, Joshua Reilly voting yes, and Pamela Campanella voting yes, to approve the award of the Town of Holbrook Joint Salt Purchase for 2020-2021 to Eastern Minerals at the rate of \$43.18 per ton of solar salt delivered.

9. Lindsay Vayda moved, Joshua Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, Daniel Lee voting yes, Joshua Reilly voting yes, and Pamela Campanella voting yes, to appoint William Wood to the temporary Custodial, Sanitization, and Maintenance position in the Public Works Department at the rate of \$23.46 per hour, 40 hours per week, 20 hours of which will be funded by the CARES Act.

10. Lindsay Vayda moved, Joshua Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, Daniel Lee voting yes, Joshua Reilly voting yes, and Pamela Campanella voting yes, to appoint Joshua Tucker to the Craftsperson/Laborer – Grade 1 position in the Public Works Department, at a rate of \$22.14 per hour, 40 hours per week.

11. Building Inspector Eric Erskine attended the meeting via Zoom to discuss Town owned property at 18 Newton Avenue. There have been three previous Treasurers who have attempted to auction off the land, but it is a non-buildable lot. The value of the land is about \$5,000, there is a tax title balance of \$13,278.90, and the cost to auction the property is approximately \$5,000. Selectman Vayda noted that this property could be a good candidate for Open Space within the Town, Chairman Lee stated the Board was in agreement to not auction off the property.

12. Planning Board Chair Chris Golden attended the meeting via Zoom to discuss the current vacancies on his Board. He stated there had been three applicants, and has submitted his recommendation of appointees to serve on the Planning Board until the next Annual Town

Election. Mr. Golden noted that he Alternate member is appointed, and would not need to run for office in the election.

Lindsay Vayda moved, Joshua Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, Daniel Lee voting yes, Joshua Reilly voting yes, and Pamela Campanella voting yes, to appoint Paul Anastasio as Planning Board member, and appoint Eric Helfer as Associate Planning Board Member, to serve until the next Annual Town Election.

13. The Board discussed the Town Hall Support Position that had been approved at its last meeting. Interim Town Administrator Jim O'Mara informed the Board that there had been two qualified applicants he recommends, and that it would be filled as two part-time positions for 17.5 hours per week each. The intent of this role is to help cover absences or staffing needs within various departments.

Pamela Campanella moved, Lindsay Vayda seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, and Pamela Campanella voting yes, to appoint Ariel Harrold and Lauren Fidler to the Temporary Town Hall Support position at a rate of \$19.64 per hour, for 17.5 hours a week each, to be funded through the CARES Act, to provide administrative assistance in any Town Hall offices that are understaffed due to the COVID-19 pandemic.

14. The Board discussed the articles that were submitted to the November 18, 2020 Special Town Meeting Warrant, including the report from the Open Space Committee, a proposal to create a Field Committee, rescinding the vote to adopt a Sewer Bank, and a Noise Ordinance article. As only the new articles that had been submitted to the warrant were provided, the Board requested the full warrant be put on its October 28, 2020 meeting for approval.

15. Daniel Lee moved, Joshua Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, Daniel Lee voting yes, Joshua Reilly voting yes, and Pamela Campanella voting yes, to appoint Thomas Monahan to the position of Van Driver for the Council on Aging at a rate of \$14.50 per hour, contingent upon the COA performing the appropriate background checks.

16. The Board discussed the upcoming November 18, 2020 Special Town Meeting, and the location options available for consideration due to the ongoing COVID-19 pandemic. Interim Town Administrator James O'Mara stated he had previously spoken to the superintendent of facilities at the school to develop a plan to meet in the gymnasium that follows social distancing guidelines. A "drive-in" Town Meeting prototypical was discussed as another potential option, but there were many concerns raised as to how to facilitate that Meeting model.

16. Lindsay Vayda moved, Joshua Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, Richard McGaughey voting yes, Daniel Lee voting yes, Joshua Reilly voting yes, and Pamela Campanella voting yes, to adjourn at 9:02 p.m.