

Holbrook Board of Selectmen  
Minutes of the Regular Session of  
Wednesday, January 8, 2020

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

In attendance: Timothy J. Gordon, Town Administrator  
Marjorie Godfrey, Assistant Town Administrator  
Luke McFadden, Fire Chief  
William J. Smith, Chief of Police  
William D. Marble, Jr., Deputy Police Chief  
Paul Digirolamo, Town Treasurer/Collector  
Christopher Pellitteri, Superintendent of Public Works  
Eric C. 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 Mr. Reilly, that the Board of Selectmen accept the minutes of the regular session of Wednesday, November 20, 2019, as printed

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

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen accept the minutes of the regular session of Wednesday, December 4, 2019, as printed

VOTE: 5:0

It was announced that the Town Scholarship Committee has posted a request for donations to the Scholarship Fund for the 2020 scholarships.

Mr. Gordon reported that:

- Departments have submitted their budget requests for FY2021 to the Finance Committee
- The Capital Improvement Planning Committee will be beginning to meet soon
- The Ball Field Working Group has met, and a draft design plan was presented. A land swap with an abutting landowner is being considered to improve the design. They meet again on February 16th. Mr. Gordon will contact Mr. Paul West about fundraisers being held for work on the basketball courts and fields, in memory of Mr. Bill Buckley.
- MX Consulting will be coming out to look at restoring the Town Hall's wireless capability
- Resumes have been received for the IT Coordinator's position, and a search committee should be established at the next meeting
- A request for proposals for designer services for the exterior of the Public Safety Building is being worked on
- The Town's leap-year birthday is on Saturday, February 29th, and volunteers need to be identified to plan a celebration. February 29, 2022 will be the Town's 150th birthday.

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Director Hooke presented a renewal intermunicipal agreement with the Town of Rockland for Fire and Police dispatch services. It is a 3-year agreement with 3% increases in the fees.

MOTION: By Ms. Campanella, second by Ms. Vayda, that the Board of Selectmen authorize the Chairman to execute the Agreement for an Intermunicipal Primary Fire & Police Department Dispatch System Between the Town of Rockland, MA and the Town of Holbrook, MA, effective for Fiscal Years 2021 through 2023, as presented and recommended by Communications Director Steve Hooke

VOTE: 5:0

Members of the Board spoke in support of changing the name of the Board from “Board of Selectmen” to “Select Board”. Mr. Gordon provided information from the Mass. Municipal Association about what other towns have done, and at least 59 other towns are using the name “Select Board”. It was explained that it may require a home rule petition, but the Board will begin the process with a vote of support.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen vote to create a town meeting article for the next town meeting warrant to change the name of the Board of Selectmen to Select Board

VOTE: 5:0

Joint meeting with the Public Library Board of Trustees to fill a vacancy on the Board of Trustees:  
Present: Library Trustees Kenneth Howley and Terrence Yunits and Library Director Donald Colon  
Ms. Fabriana Villemenay, applicant for the appointment

MOTION: At 7:15 pm, by Ms. Vayda, second by Ms. Campanella, to open the joint meeting of the Board of Selectmen and Holbrook Public Library Board of Trustees, in order to appoint a resident to fill a vacancy on the Board of Trustees until the Annual Town Election in April 2020

VOTE: 5:0

The vacancy was created by the resignation of Mr. Eryc Courmac who moved out of Town.  
The notice posted about this joint meeting was read.

Mr. Howley spoke on behalf of the Library, in support of the appointment of Ms. Fabriana Villemenay, and asked that the Board of Selectmen vote in favor of the appointment.

MOTION: By Ms. Campanella, second by Ms. Vayda, that Fabriana Villemenay be appointed to fill the vacant position on the Board of Trustees of the Holbrook Public Library until the Annual Town Election in April 2020

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

MOTION: By Ms. Vayda, second by Mr. McGaughey, to close the joint meeting with the Library Trustees

VOTE: 5:0

Mr. Lee and Mr. Reilly recused themselves from the following discussion, and left the room.  
Ms. Vayda took over as the Acting Chairman for this discussion.

Mr. Digirolamo explained that he is recommending a temporary employee be hired to supplement the hours of an employee in the Tax Collector's office that cannot work full-time for the time being.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen approve the hire of Brandon Walker to fill the position of Temporary Part-Time Clerk / Intern in the Tax Collector's office, effective January 7, 2020

VOTE: 3:0

Mr. Lee and Mr. Reilly returned to the meeting.

Chief Smith continued the discussion from the last meeting relative to the staffing of the Police Department. He presented information gathered from the Uniform Crime Report, which tracks reportable crimes they receive monthly and yearly reports from the towns and cities. The report included data on crimes per thousand residents in various towns in Massachusetts, in comparison to the full-time staffing of the Police Department in that town. He explained that Holbrook's crime rate is high because of the towns/cities that surround us, but we have fallen behind in the staffing of the Police Department compared to other towns. Other departments with a larger staff are showing lower crime rates. At times, calls for assistance have to be prioritized for response because there is not an officer available to cover all calls immediately. The Board discussed taking a vote in support of the Chief's request as the Town begins considering the budgets for FY2021.

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen support Police Chief Smith's request for funding for staffing the Police Department with four additional officers

VOTE: 5:0

#### Updates:

Chief Smith – The new recruit will graduate from the academy on February 14th.

Chief McFadden – Holbrook Fire assisted Rockland at a 5-alarm fire; the newest Firefighter/Paramedic, Daniel Daly, is in training until mid-March; open burning runs from January 15 until May 1st; thanked the residents for their generosity on Toys for Tots donations, supporting a Firefighter campaign.

Supt. Pellitteri – There was a successful transfer to the new equipment at the Joint Water Treatment Plant on Monday. Chairman Lee asked about the agreement with Braintree Electric Light Department (BELD) for replacing/fixing streetlights. BELD is called when several lights need attention. Mr. Gordon will look at the contract with BELD. Water meters will be read next week.

Director Hooke recognized his staff for their work during the Rockland 5-alarm fire. There were also working fires recently in Whitman and Stoughton. The new communications building is progressing. The outside of the entire Public Safety Building should be completed by the fall of 2020.

Director Erskine presented information on the number of permits issued by Inspectional Services during 2019. There were 849 permits issued with fees totaling \$267,568.09. Stewart's on Plymouth Street has been issued a temporary certificate of occupancy. The walls are up in Tractor Supply, and they are working on the other stores in the plaza. The gas station in Brookville square will begin in the spring. Old English Square is going through Planning for some commercial spaces and apartments out front. The back of the project will still be condos.

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Chief Smith explained that the Police Department's towing policy was changed last year so that tow companies from Holbrook and bordering towns are used. Lynch's Towing is a heavy hauler town company the Department and the State Police use.

MOTION: At 8:00 pm, by Mr. Reilly, second by Ms. Vayda, to adjourn the meeting  
VOTE: 5:0

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Lindsay Vayda, Clerk

Documents:

Letter of interest from Ms. Villemenay  
Resume for Temp. Clerk/Intern  
Crime report vs. Fulltime sworn officers  
Minutes  
Rockland dispatch agreement