

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, January 29, 2020

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
Marjorie Godfrey, Assistant Town Administrator
Luke McFadden, Fire Chief
William J. Smith, Chief of Police
William D. Marble, Jr., Deputy Police Chief
Stephan Hooke, Director of Communications
Lauren Mielke, Deputy Director of Communications
Christopher Pellitteri, Superintendent of Public Works
Eric C. Erskine, Director of Inspectional Services
Catherine Goldrick, Chairman, Board of Health

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, December 18, 2019, as printed

VOTE: 5:0

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen accept the minutes of the executive session of Wednesday, December 18, 2019, as printed

VOTE: 4:0:1 (Mr. Lee abstained)

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen accept the minutes of the regular session of Wednesday, January 8, 2020, as printed

VOTE: 5:0

Mr. Gordon reported that:

- The FY21 budget process is ongoing
- The Capital Improvement Planning Committee will meet on February 25th
- The Conservation Commission will be discussing the request for a Conservation Agent
- Weston & Sampson is preparing a final draft and cost estimate for the Ball Field Working Group on the property from the Sumner Field over to the former JFK school on Plymouth Street
- The wireless service at the Town Hall is being worked on, with access points being added
- The Board will be considering whether to switch to documents on tablets, rather than paper
- The IT Coordinator's position has been narrowed to about a dozen, out of about 70 resumes.
- The Finance Committee, Historic Commission and Conservation Commission all need a member(s)

- The Town's leap-year birthday will be celebrated on February 29th at 1:00 pm at the Middle High School

Wayne Darragh, the President of Community Opportunities Group and the Town's consultant on the Community Development Grant, was present to ask the Board to approve the use of \$90,000 of Program Income funds for an extensive rehab project on a manufactured home that suffered some fire damage. Up to \$80,000 would be used for the rehabbing of the home, with the other \$10,000 for the services of Community Opportunities Group. Mr. Darragh provided the background on the damage to the home and the poor quality work that has been done by others hired by the homeowner. The home is currently uninhabitable.

Mr. Darragh explained that DHCD has changed the way program income is handled. They will add any program income the Town has to a grant application. The Town can either get another grant to continue, or it can use the program income for emergencies.

MOTION: By Ms. Vayda, second by Mr. Lee, that the Board of Selectmen grant the request to use up to \$90,000 of Community Development Program Income funds to complete the necessary repairs of a manufactured home with fire damage, as discussed with Mr. Wayne Darragh

VOTE: 5:0

James Crowley, President of Holbrook Insurance Center, Inc., was present about the insurance on the two vacant schools (former South and JFK), which is due for renewal at this time. Discussion took place about whether the insurance on the vacant buildings needed to be kept. The Town has liability coverage on the properties. The former South School property is under agreement, it is included in the agreement that the insurance will be maintained until the sale takes place. If renewed and cancelled, the premium would be prorated down to as far as 25%. Mr. Gordon said the terrorism insurance should be pulled. Mr. Crowley will look into reducing the premium and/or reducing the amount of coverage and provide further information at the next meeting.

Resident Dorothy Potchner asked the Board about putting a by-law article on the town meeting warrant about people keeping their property clean. Ms. Campanella said that she does not want to see a by-law that could be used by a resident against a neighbor they do not like. She wanted everyone to be considered, and did not want a nit-picky by-law. She said she wants the town to continue being one where neighbors help neighbors, especially if someone has a problem or a reason why they cannot keep things up. Mr. Gordon will take another look at the draft article previously prepared.

Resident Cheryl McAvenia spoke about the students who worked on the bill on tobacco that was passed by the state legislature, and suggested that the Selectmen honor them and their advisor, Ms. Mary Clougher. Mr. Lee said it would be considered for a Selectmen's meeting or the Town Birthday.

Phil Silverman, Esq., representing MassMedicum Corp., was present to explain the request of the Cannabis Control Commission (CCC) for a signature from the Town indicating whether MassMedicum is, or is not, in compliance with the Town By-Laws. He explained that MassMedicum is currently growing medical marijuana, but they need to get permission from the CCC to do sales until their retail facility opens. He explained that there will be one upcoming change in MassMedicum. Dr. Kurnick is selling his majority interest and becoming a minority shareholder. An Illinois company, also headed by a doctor, will be the majority shareholder. MassMedicum is applying to grow marijuana for the

recreational market, and the CCC is making sure the facility in Holbrook is in the correct zone. The next step will be a provisional license, and a special permit from the town for recreational. Director of Inspectional Services, Eric Erskine, confirmed that MassMedicum is in compliance with the zoning by-laws. Mr. McGaughey said he would like to wait on the vote of the Board until he has time to do further research.

MOTION: By Ms. Campanella, second by Ms. Vayda, that the Board of Selectmen authorize the Chairman to execute and submit the Town's Municipal Response to the Cannabis Control Commission, indicating that MassMedicum Corp.'s proposed Marijuana Establishment is in compliance with the Town's By-Laws

VOTE: 4:1 (Mr. McGaughey opposed)

The Board considered the renewal of two licenses that were filed after January 1, 2020.

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen approve the renewal of the following licenses effective January 1, 2020, provided that all taxes, fees, assessments, betterments and any other municipal charges are paid to date:

Sparta Food Services dba Holbrook House of Pizza, 31 N. Franklin St. – Common Victualler License

Hype Motors, Inc., 204 South Franklin Street – Class II Auto Dealers License

VOTE: 5:0

Mr. Gordon explained that Environmental Partners Group will have oversight during the construction of the new Tri Town Water treatment plant. An agreement for extra services as the Owners Project Manager was before the Board.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen execute an Agreement Between Tri Town Water and Environmental Partners Group, Inc. for Water Treatment Plant OPM Services – Extra Services Request No. 3, with Holbrook's 16% share being \$158,880.32 of the total contract amount of \$993,002.00

VOTE: 5:0

AECOM USA has been chosen to design the new water treatment plant.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen execute an Agreement Between the Tri-Town Water Board of Water Commissioners and AECOM USA of Massachusetts, Inc. for Water Treatment Plant Design Services, with Holbrook's 16% share not to exceed \$652,564.80 of the total contract amount of \$4,078,530.00

VOTE: 5:0

TOWN MEETINGS SCHEDULED:

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen schedule the Annual Town Meeting on Wednesday, May 6, 2020 at 7:15 pm in the Auditorium at Holbrook Middle High School, 245 South Franklin Street

VOTE: 5:0

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MOTION: By Ms. Campanella, second by Ms. Vayda, that the warrant for the May 6, 2020 Annual Town Meeting open at 8:00 am on Thursday, January 30, 2020, and that it close on Friday, March 27, 2020 at 12:00 pm

VOTE: 5:0

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen schedule a Special Town Meeting on Wednesday, May 6, 2020 at 8:15 pm in the Auditorium at Holbrook Middle High School, 245 South Franklin Street

VOTE: 5:0

MOTION: By Ms. Campanella, second by Ms. Vayda, that the warrant for the May 6, 2020 Special Town Meeting open at 8:00 am on Thursday, January 30, 2020, and that it close on Friday, March 27, 2020 at 12:00 pm

VOTE: 5:0

Department updates:

Director Hooke said that they will be hiring five part-time employees to fill vacancies; they have new pre-employment software to assist in selecting candidates; they were invited by the 911 Department charged with incentivizing regionalization, and all but one of the requests he submitted were accepted. Supt. Pellitteri said they have been busy cleaning up the Town; the second water pump will be installed at the Joint Water treatment plant this summer.

Chief McFadden said he will be before the Board soon with a grant; New England Medical Billing will attend to discuss ambulance abatements.

Director Erskine said Stewart's will have its full certificate of occupancy soon; Set Point RX, a gym, is opening; Dollar Tree and Family Dollar will be going in with Tractor Supply; plans have been received for 21 North Franklin Street for commercial on the 1st floor and apartments on the 2nd and 3rd; online permitting is up and running; he is working on a new fee schedule, including plan review fees; he would like the Board to consider an alternate inspector to fill in when he is not available.

Chief Smith said they have been very busy, including assisting Randolph and Hingham; the department is receiving training in mental health issues.

Ms. Goldrick spoke about not being informed about issues that affect the Board of Health, including reports of water testing, information on boil water orders, a court hearing involving the BOH, and when the 2021 budget requests are due.

MOTION: At 8:43 pm, made and seconded, to adjourn to executive session to discuss strategy as it relates to collective bargaining with Union employees (Clerical), and return to open session

ROLL CALL VOTE: Ms. Vayda – Yes
Mr. McGaughey – Yes
Mr. Lee – Yes
Mr. Reilly – No
Ms. Campanella – Yes

RETURN TO OPEN SESSION AT 9:35 pm:

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It was explained that the Board decided to put the vote on the contract off for one week.

MOTION: At 9:36, made by Ms. Vayda, second by Ms. Campanella, to adjourn the meeting

VOTE: 3:0

Lindsay Vayda, Clerk

Documents:

Insurance quote

Request from W. Darragh

Cannabis Control request

Environmental Partners Request No 3

AECOM USA agreement