

Holbrook Board of Selectmen  
Minutes of the Regular Session of  
Wednesday, June 12, 2019

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

Absent: Lindsay Vayda, Clerk

In attendance: Timothy J. Gordon, Town Administrator  
Marjorie E. Godfrey, Assistant Town Administrator  
Luke McFadden, Fire Chief  
William J. Smith, Chief of Police  
Christopher Pellitteri, Superintendent of Public Works

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. Campanella, second by Mr. Reilly, to accept the minutes of the regular session of Wednesday, May 1, 2019, as printed

VOTE: 4:0

MOTION: By Ms. Campanella, second by Mr. Reilly, to accept the minutes of the regular session of Tuesday, May 7, 2019, as printed

VOTE: 4:0

It was announced that the Summer Concert Series, sponsored by the Local Cultural Council, will begin on July 14th. There will be six concerts, weekly on Sundays at 6:00 pm, at the Gazebo at the playground located at 97 South Franklin Street.

Ms. Barbara Davis, the Chairman of the Town Scholarship Committee, reported that 13 applications were received from Holbrook students. Three scholarships of \$1,000 each were awarded to:

1. Katelin Andrews, a student at Holbrook Middle High School, who will be attending the University of Massachusetts Amherst, majoring in Political Science
2. Dylan Carter, a student at South Shore Christian Academy, who will attend Wheaton College in Illinois, majoring in History and Education
3. Hayli Manning, a student at Holbrook Middle High School, who will attend Boston University, majoring in Biochemistry and Molecular Biology

Ms. Davis also recognized Mr. David Dingley for his years of work serving on the Town Scholarship Committee.

Mr. Patrick G. Waters filed an application for a one day special alcohol license on behalf of Abington Bank. The bank would like to hold an employee cookout for bank employees only on Tuesday, June 18, 2019.

*Holbrook Board of Selectmen  
Minutes of the Regular Session  
Of June 12, 2019*

MOTION: By Mr. Reilly, second by Mr. McGaughey, that the Board of Selectmen grant a Special Alcohol License for Wine & Malt Beverages to Patrick G. Waters, representing Abington Bank, 6 Harrison Ave., Abington, effective 9:00 am on Tuesday, June 18, 2019, until 5:00 pm on June 19, 2019, in order to allow for the proper delivery, storage and disposal of all alcoholic beverages. The serving of Wine & Malt Beverages is limited to the hours of 4:30 pm until 7:30 pm on Tuesday, June 18, 2019, during a private bank employee-only cookout to be held in a fenced off area of the side yard at Abington Bank, 95 North Franklin Street, Holbrook

VOTE: 4:0

An amendment to the agreement with Allied Waste Services, which extended the agreement for two additional years, was considered by the Board.

MOTION: By Mr. Reilly, second by Ms. Campanella, that the Board of Selectmen authorize the Chairman to execute a Second Amendment to Solid Waste Collection and Disposal Agreement between the Town of Holbrook and Allied Waste Services of Massachusetts, LLC dba Republic Services of Fall River, effective July 1, 2019 – June 30, 2021

VOTE: 4:0

Chief McFadden asked that the Board consider extending the ambulance billing service agreement with New England Medical Billing for a second year. There have been no issues with the services provided.

Present: Ms. Nancy Dolgan from New England Medical Billing

MOTION: By Mr. Reilly, second by Ms. Campanella, that the Board of Selectmen vote to extend the Fiscal 2019 Ambulance Billing Service Agreement between the Town of Holbrook and New England Medical Billing for the 2020 Fiscal Year, including July 1, 2019 through June 30, 2020, as per Article VI, and authorize the Chairman to executive Appendix A of said agreement

VOTE: 4:0

Chief McFadden asked that the Board consider adjusting the ambulance billing rates, following the recommendation of the Fire Chiefs' Association and New England Medical Billing. For FY2019, the rates have been at Medicare plus 200%. For FY2020, the recommendation is the 2019 Medicare Rates plus 300%, but suspending some of the billing for specific utilization. There is related pending litigation that will be closely watched.

MOTION: By Mr. Reilly, second by Ms. Campanella, that effective June 30, 2019, the Town of Holbrook set the Holbrook Fire Department Ambulance Service Billing Rates at amounts equal to the applicable 2019 Medicare Allowable Rates plus 300% for the following items:

- The BLS Base Rate
- The ALS 1 Base Rate
- The ALS 2 Base Rate
- The Mileage Rate

and that the Holbrook Fire Department Ambulance Service suspend billing for all other specific procedures/billing codes

VOTE: 4:0

Supt. Pellitteri explained that the agreement with Environmental Partners Group for work at the Joint Water Treatment Plant needs to be amended to reflect a change in the scope of the engineering and repair work to be done.

MOTION: By Mr. Reilly, second by Ms. Campanella, that the Board of Selectmen approve and execute Amendment 1 to an Agreement Between the Randolph/Holbrook Joint Water Board and Environmental Partners Group for Engineering and Supplemental Services in Connection with the Great Pond Water Treatment Plant Comprehensive Performance Evaluation, at a fee not to exceed Two Hundred Ninety Thousand Fifty Dollars (\$290,050.)

VOTE: 4:0

Supt. Pellitteri requested that the Chairman be authorized to sign contracts for repairs at the Joint Water Treatment Plant, due to the urgency of the work. The water pressure has been fluctuating 15 pounds.

MOTION: By Mr. Reilly, second by Ms. Campanella, that the Board of Selectmen authorize Chairman Lee to execute contracts on behalf of the Town of Holbrook, for repairs at the Randolph/Holbrook Water Treatment Plant

VOTE: 4:0

The Town's consultant, Community Opportunities Group, has requested that the FY16 Block Grant Program be extended until December 30, 2019, to allow them to complete final projects.

MOTION: By Mr. Reilly, second by Mr. McGaughey, that the Board of Selectmen authorize the Chairman to execute a Program Revision Form to request an extension of the FY16 Community Development Block Grant Program until December 30, 2019, as requested by the Town's Consultant, Community Opportunities Group

VOTE: 4:0

The Board considered hiring a Part-Time Temporary employee for the Treasurer/Tax Collector's office.

MOTION: By Ms. Campanella, second by Mr. McGaughey, that the Board of Selectmen approve the hiring of Ryan McMahon to fill the position of Temporary Part-Time Principal Clerk, at \$19.25 per hour, in the Treasurer/Collector's Office, effective June 3, 2019, for a period not to exceed six months, and as per the Town By-Laws, Section 10 – the Salary Administration Plan

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

Requests for vacation carry-over from FY19 into FY20 were considered by the Board.

Supt. Pellitteri explained that Public Works Supervisor Dean Hill has stepped up and helped out at the Treatment Plant during emergency situations because of the staffing in the department. Because of the timing, he was unable to use more vacation than the Board generally approves for carry-over.

MOTION: By Mr. Reilly, second by Mr. McGaughey, that the Board of Selectmen grant the following requests for vacation carry-over from FY19 into FY20:

William J. Smith – 7 days

Luke McFadden – 10 days

*Holbrook Board of Selectmen  
Minutes of the Regular Session  
Of June 12, 2019*

William Marble, Jr. – 5 days  
Stephan Hooke – 7 days of vacation to be used in FY20 and the remaining 6 days  
to be added to his sick time (per his contract)  
Dean Hill – 15 days

VOTE: 4:0

There is currently 1 vacancy on the Conservation Commission. Two members whose terms expire at the end of the month are not being re-appointed. The Board considered filling those positions.

MOTION: By Mr. McGaughey, second by Mr. Reilly, that the Board of Selectmen appoint Martin Faherty to the Conservation Commission, effective immediately, with a term to expire on June 30, 2020

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

MOTION: By Mr. McGaughey, second by Mr. Reilly, that the Board of Selectmen appoint Paul Callinan to the Conservation Commission, effective July 1, 2019, with a term to expire on June 30, 2022

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

MOTION: By Mr. McGaughey, second by Mr. Reilly, that the Board of Selectmen appoint Fred White to the Conservation Commission, effective July 1, 2019, with a term to expire on June 30, 2022

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

**ANNUAL APPOINTMENTS:**

MOTION: By Mr Reilly, second by Ms. Campanella, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated:

Animal Control Officer	Laurice Hedges	2020
Assistant Building Inspector	Eric C. Erskine	2020
Emergency Management Director	William J. Smith	2020
Field Driver/Pound Keeper	Laurice Hedges	2020
Norfolk County Advisory Board Rep.	Daniel R. Lee	2020
Parking Clerk and Hearings Officer	Jeanmarie Tarara	2020
Plumbing & Gas Inspector	John F. Callahan	2020
Assistant Plumbing/Gas Inspector	Mark J. Grzybinski	2020
Sealer of Weights and Measures	Eric C. Erskine	2020
Town Accountant	Bethiny Moseley (3 year appointment)	2022
Town Counsel	Murphy, Hesse, Toomey and Lehane	2020
Wiring Inspector	Gerald Graham	2020
Assistant Wiring Inspector	David Keenan	2020

VOTE: 4:0

MOTION: By Mr Reilly, second by Ms. Campanella, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated: Board of Registrars Elizabeth Diana Despres 2022

VOTE: 4:0

*Holbrook Board of Selectmen  
 Minutes of the Regular Session  
 Of June 12, 2019*

MOTION: By Ms. Campanella, second by Mr. McGaughey, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated:

Constables	Ralph J. Colarusso	2020
	Mark Shanly	2020

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

MOTION: By Mr Reilly, second by Ms. Campanella, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated:

Special Police Officers	Gregorio Batista	2020
	Robert Demarco	2020
	James Gramm	2020
	James Hannon	2020
	William Keegan	2020
	Michael Lee	2020
	Robert McNamara	2020
	Richard Reuss	2020
	Joseph Salvucci	2020
	Armando Soto	2020
	Kenneth Terrill	2020
	Scott Stuart	2020

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

MOTION: By Mr Reilly, second by Ms. Campanella, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated:

Holbrook Historical Commission	Esther Tucker	2022
	David Dingley	2022

VOTE: 4:0

MOTION: By Mr Reilly, second by Ms. Campanella, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated:

Local Emergency Planning Committee		
	Daniel R. Lee	2020
	William J. Smith	2020
	Christopher Pellitteri (PWD)	2020
	Luke McFadden	2020
	Lt. Eric Beltramini (FD)	2020

VOTE: 4:0

MOTION: By Mr Reilly, second by Ms. Campanella, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated:

Permanent Cable Television Advisory	Paul Digirolamo	2022
	Keith O'Brien	2022

VOTE: 4:0

*Holbrook Board of Selectmen  
Minutes of the Regular Session  
Of June 12, 2019*

MOTION: By Mr Reilly, second by Ms. Campanella, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated:

Town Forest Committee David O. Dingley 2022

VOTE: 4:0

MOTION: By Mr Reilly, second by Ms. Campanella, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated:

Town Scholarship Committee Linda Austin 2022

William D. Kirtz 2022

VOTE: 4:0

MOTION: By Mr Reilly, second by Ms. Campanella, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated:

Zoning Board of Appeals James A. Day 2022

Domenico Crugnale, Associate 2020

Tiffany Sheehan, Associate 2020

VOTE: 4:0

MOTION: By Mr Reilly, second by Ms. Campanella, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated:

Capital Improvements Planning Committee Michael Fleming, Citizen at Large 2020

Daniel R. Lee, Selectmen's Rep. 2020

VOTE: 4:0

MOTION: By Mr Reilly, second by Ms. Campanella, that the Board of Selectmen appoint the following positions, effective July 1, 2019, and expiring on June 30th of the year indicated:

Permanent School Building Committee

Voting Members:

School Committee Member Elizabeth C. Tolson 2022

Member knowledgeable in educational Mission and function of facility Barbara Davis 2022

Member of Community – Construction/ Facilities Management James Day 2022

One (1) Member of Community – At Large Stephanie Trowbridge 2022

VOTE: 4:0

Citizen Concern:

Citizen Concern:

Ms. Sheila Hartwell asked about the Council on Aging Coordinator's position and whether the Board had a job description yet. Mr. Lee informed her that the COA Coordinator rescinded her resignation. Mr. Lee said he understands there was an electrical permit check turned over a month old.

*Holbrook Board of Selectmen  
Minutes of the Regular Session  
Of June 12, 2019*

ADJOURN:

MOTION: At 7:41 pm, made and seconded, to adjourn to executive session to discuss strategy and/or conduct negotiations with non-union personnel (Deputy Police Chief), and return to open session

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

RETURN TO OPEN SESSION at 7:51 PM:

Chairman Lee explained that the employment agreement with the Deputy Police Chief is being amended to include some language changes, and he reviewed the changes briefly.

MOTION: By Mr. Lee, second by Mr. McGaughey, that the Board of Selectmen amend the Employment Agreement Between the Town of Holbrook and Deputy Police Chief William D. Marble, Jr.

VOTE: 4:0

MOTION: At 7:53 pm, to adjourn the meeting

VOTE: 4:0

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Lindsay Vayda, Clerk

Documents:

Minutes

Special Alcohol License application

Amendment to Solid Waste agreement

New England Medical Billing agreement

Environmental Partners Amendment 1

Community Development Grant Extension Request

Vacation carry-over requests

Conservation appointment requests

Annual Appointment list