

Holbrook Board of Selectmen  
Minutes of the Regular Session of  
Wednesday, July 24, 2019

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 E. Godfrey, Assistant Town Administrator  
Luke McFadden, Fire Chief  
William Smith, Chief of Police  
Stephan Hooke, Director of Communications  
Lauren Mielke, Deputy Director of Communications  
Christopher Pellitteri, Superintendent of Public Works  
Eric Erskine, Assistant Building Inspector  
Cynthia Brennan, Council on Aging Coordinator  
Barbara Davis, Chairman, Town Scholarship Committee

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, to approve the minutes of the regular session of June 12, 2019, 2019, as printed

VOTE: 5:0

MOTION: By Ms. Vayda, second by Mr. Reilly, to approve the minutes of the executive session of June 12, 2019, as printed

VOTE: 5:0

Mr. Gordon reported that:

- The Library has posted a position for a Library Page
- A resident is needed for the Board of Health Marijuana Sub-Committee
- The special town meeting is scheduled for September 11<sup>th</sup>, with the warrant closing on August 1. The warrant will include a Joint Water borrowing article, a Tri-Town Water borrowing article, the former South School rezoning article, and an article for a ballot question to change the Treasurer/Collector's position from elected to appointed. Town Counsel is being consulted about a by-law regulating the aesthetic upkeep of properties
- The award letter for the purchase of the former South School property has been sent out, and the purchase and sale agreement will come next
- The webpage is moving along, and should be live by September 11<sup>th</sup>
- Tri Town Water met on the 16<sup>th</sup>, and a Request for Qualifications (RFQ) has been issued for an engineering firm for the new treatment plant project

- Human Resource Director Bobbie Lee Curry has been quite busy and was recognized for the work she is doing with all of the new hires recently

Mr. Joseph Davenport, who has provided the Town with 44 years of service on the Conservation Commission, was recognized and presented with a certificate of recognition. He began his service as a volunteer consultant about 1973, after receiving training through the Cooperative Extension Service and its 4-H programs, and was appointed to the Conservation Commission shortly after his 18<sup>th</sup> birthday, back in 1975.

Mr. David Dingley, who has served the Town for 30 years as a member of the Town Scholarship Committee, was presented with a certificate of recognition from the Board of Selectmen and a plaque, presented to him by Barbara Davis, Chairman of the Town Scholarship Committee.

K-9 Bo and his handler, Officer Joshua Knowlton, were present to receive a certificate of recognition honoring Bo's retirement from service to the Holbrook Police Department after 6 ½ years. The history of Bo's accomplishments in Holbrook was read.

The committee to fill the position of Director of Inspectional Services, including Chairman Lee, Selectman Vayda, and HR Director Curry, has completed its work. Mr. Eric Erskine, who is the Assistant Building Inspector in Holbrook and has been filling in since the retirement of Retired Inspector Daniel Moriarty last spring, was unanimously chosen by the committee.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen accept the recommendation of the Inspectional Services Director Search Committee, and appoint Mr. Eric C. Erskine as the Director of Inspectional Services for the Town of Holbrook, contingent on successfully negotiating an employment agreement

VOTE: 5:0

Ms. Elaine Hyland, Chairman of the Council on Aging Advisory Committee, a group charged with studying solutions to providing a new facility for the seniors of the Town, reported that the committee has met five times. They have considered the former JFK School, and have attended a meeting of Neighborworks of Southern Massachusetts about space in a proposed building of senior housing on Maple Avenue. The JFK would require demolition and new construction, which could include shared space. Rep. Mariano's office has indicated that they would be supportive, grants could be considered, and the Town's federal delegates would be contacted. The committee suggested that the funds from the sale of the former South School and the current COA building could be used toward the new facility. Mr. Lee indicated that all members of the Board of Selectmen are on board with moving forward and contacting Rep. Mariano for support.

The Conservation Commission has chosen its representative to the Stormwater Advisory Committee.

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen appoint Frank Duggan, Jr. as the Conservation Commission's representative on the Stormwater Advisory Committee

VOTE: 5:0

There are three openings on the Council on Aging, and three interested residents.

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MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen appoint Teresa McCue, Beatrice Taggart and Thelma Jean Douglas to the Council on Aging, with terms to expire on June 30, 2020

VOTE: 5:0

Mr. Adam Fabian has resigned from the Town Forest Committee, and one resident has requested an appointment. Mr. David Dingley is also expected to resign.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen appoint Roberta Mankus to the Town Forest Committee, with a term to expire on June 30, 2020

VOTE: 5:0

The position of Health Agent needs to be added to the list of positions with an authorized Town cell phone.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen add the Health Agent to the list of authorized Town cell phones

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

It was explained that last spring the Board of Health requested an increased salary for the Health Agent, whose position falls under the Salary Administration Plan, in order to attract qualified candidates. The maximum allowed was raised at town meeting.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen increase the hourly rate of the Health Agent's position for FY20 from \$28.11 to \$32.00 per hour, effective July 15, 2019

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

The Copeland Family Foundation made another generous donation for the benefit of the Animal Shelter. Donations have been received annually for many years.

MOTION: By Ms. Campanella, second by Ms. Vayda, that the Board of Selectmen accept a generous gift from the Copeland Family Foundation, on behalf of Animal Control, in the amount of \$6,000, to be used for the Animal Shelter

VOTE: 5:0

Chief Smith explained that a new Police Towing Policy has been created, including mostly liability information to protect the Town. The policy has been reviewed by Town Counsel. Previously, the Town had nothing in writing. Discussion took place questioning and explaining a provision that includes free towing for the Police Department vehicles.

MOTION: By Mr. Reilly, second by Ms. Vayda, that the Board of Selectmen accept the Holbrook Police Department Towing Policy, as presented and recommended by Chief William Smith

VOTE: 5:0

Chief Smith reported that the Junior Policy Academy graduation will be held on Friday at 2 pm at Holbrook Middle High School. The new Police Officer recruit will begin the Police Academy in Randolph on September 9<sup>th</sup>. A warrant has been issued for the arrest of the person who recently stole a woman's pocketbook in Holbrook.

Mr. McGaughey said that \$390,000 that was collected and mistakenly put into the General Fund should be returned to the Trash Enterprise Fund, because it was collected from the sale of the blue bags from 2009 – 2016. The Treasurer will be asked to report on it at the next meeting.

Supt. Pellitteri reported that the water system has recovered from the boil water order, but the water will continue to have air in it for about 12 weeks, until the new motor is installed. Air in the water does not affect the quality of the water. The traffic lights at King Road need a \$9,000 repair, including the video system. Rain barrels are once again available for purchase through the Public Works Department.

Selectman Vayda asked the Police Chief to have an officer direct traffic during the evening commute at King Road until the lights are functioning properly again.

Deputy Director Lauren Mielke announced that Director Stephan Hooke has been chosen to receive the Director of the Year Award from the Association of Public Safety Communications Professionals, the Atlantic Chapter APCO, Inc. for his leadership, professionalism, dedication and for being a driving force for regionalization. He will receive the award in November 2019. He was congratulated by all.

Chief McFadden said the department has been busy with vehicle accidents, assistance in neighboring towns, and the hot weather. Attendance was a bit lighter than recent years at the Firefighters annual car show, possibly due to the weather and another function in another community. The department will welcome a new member next month, Firefighter/Paramedic Dan Bailey.

Assistant Inspector Erskine said that things are going well in Inspectional Services. The online permitting will be up and running, and he will be checking the permit fees and working to streamline the permitting process with the departments.

Kat Tribulski reported that the Board of Health can do something about a run down property with rodents or a health issue, but that simply overgrown vegetation is not a health issue, and cannot be addressed. Mr. Erskine also said that some of the properties are owned by elderly residents who cannot complete the needed outdoor work and could use the help of an elderly service organization or the Boy Scouts, for example. Various properties around Town were discussed. It was suggested that Super Petroleum's property in Brookville needs a construction fence around it.

A gentleman named Chris came before the Board about the noise 24 hours a day from Old Castle on Spring Street. He said they were allowed 24 hour operation in 2006, and residents immediately complained about the noise, but the issue still continues. The Planning Board will be discussing it in August. The issue is the topic of an ongoing court case.

MOTION: At 8:36 pm, by Ms. Vayda, second by Mr. Reilly, to adjourn the meeting

VOTE: 5:0

Documents: Minutes, certificates of recognition, appointment requests, ACO gift acceptance form, towing policy

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Lindsay Vayda, Clerk