

Holbrook Board of Selectmen  
Minutes of the Regular Session of  
Wednesday, November 6, 2019

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

In attendance: Timothy Gordon, Town Administrator  
Marjorie Godfrey, Assistant Town Administrator  
William Smith, Chief of Police  
Stephan Hooke, Director of Communications  
Lauren Mielke, Deputy Director of Communications  
Christopher Pellitteri, Superintendent of Public Works  
Eric C. Erskine, Assistant Building Inspector

The meeting was called to order at 7:05 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.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen approve the minutes of the regular session of Wednesday, October 9, 2019, as printed

VOTE: 5:0

Mr. Gordon reported that:

- The IT Manager at the Public Safety Building, Mr. Anthony Phippin, will begin working full-time, including at the Town Hall, in January 2020
- The Conservation Restriction for the former tax title parcel abutting the Town Forest off of Weymouth Street, has been approved by the Conservation Commission, and will come to the Board of Selectmen on Nov. 13th
- A contract with Mr. Eric Kinsherf for a review of the Treasurer/Collector's office and the development of a procedure manual will be voted next week
- The Ball Field Working Group has Weston and Sampson working on a feasibility study
- The Senior Fair is scheduled for November 7th
- Veterans' Day Ceremonies will be held at 11:00 am on November 11th
- The annual tree lighting ceremony is being scheduled
- The Finance Committee met on Monday. They are recommending that the Fire Chief's request for a bucket truck be held off until the next budget process, and that the transfer of funds for the senior center go through Capital Improvements and that it be transferred at town meeting to Capital Stabilization and earmarked for the Senior Center project

Announcements:

- The Holbrook Historical Society will present the Field of Flags at the Veterans' Day ceremonies on Monday, November 11 at 11:00 am
- There is a vacancy for a resident on the Finance Committee.

Ms. Patricia Greely commented that the small parcel that was voted to be transferred to the Town Forest is registered as Town of Holbrook at the Registry of Deeds. She asked that it be changed as voted at town meeting.

Police Chief William Smith recommended that the Board offer a position as a Police Officer on the Holbrook Police Department to Mr. Jonathan Ortiz, the number 1 candidate on the Civil Service List. Mr. Ortiz is already trained, but needs to pass the required physical and psychological exams.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen offer Jonathan Ortiz a position as a Full-Time Permanent Police Officer on the Holbrook Police Department, contingent on passing all required testing, including physical, psychological and fitness exams, as recommended by Police Chief William Smith

VOTE: 5:0

Supt. Pellitteri recommended the hiring of Timothy Hickey for the Public Works Department position of Craftsperson / Laborer – Grade II. Mr. Hickey was interviewed by Supt. Pellitteri and the HR Director, Bobbie Lee Curry.

MOTION: By Ms. Vayda, second by Mr. Reilly, that the Board of Selectmen accept the recommendation of the Superintendent of Public Works to hire Timothy Hickey to fill the Public Works Union position of Full-Time Craftsperson / Laborer – Grade II, at the starting rate of \$23.03 per hour, effective Monday, November 18, 2019

VOTE: 5:0

It was explained that, due to a recent retirement in the Public Works Department, the position of Motor Equipment Repairer – Grade V needs to be filled. The position is best kept in house, so that repairs during storms can be made quickly, and even in the middle of the night, if necessary. The Board discussed the composition of a committee to recommend a candidate.

MOTION: By Mr. Lee, second by Ms. Vayda, that the Board of Selectmen establish a Motor Equipment Repairer – Grade V Sub-Committee, in order to consider applicants for the position, and make a recommendation to the Board of Selectmen, and appoint the following members to the Motor Equipment Repairer – Grade V Sub-Committee:

Selectman Pamela Campanella

Bobbie Lee Curry, HR Director

Christopher Pellitteri, Superintendent of Public Works

VOTE: 5:0

Treasurer/Collector Paul Digirolamo could not attend this meeting. Mr. Gordon explained that Ms. Dawn McArdle is currently in the position of Assistant Town Clerk. She applied for the position of Assistant Treasurer, and is the recommended candidate.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen accept the recommendation of the Treasurer/Collector and appoint Dawn McArdle to fill the full-time position of Assistant Treasurer, effective Tuesday, November 12, 2019, in accordance with Mass. General Laws Chapter 41, Section 39A, and the collective

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bargaining agreement between the Town and the International Union of Public Employees, Local 151

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

Mr. Pellitteri explained that while the Town is searching for a new mechanic, he would like to use retirees to fill in because they know the equipment and are willing to help out.

MOTION: By Ms. Vayda, second by Ms. Campanella, that the Board of Selectmen accept the recommendation of the Superintendent of Public Works to hire Charles Nashawaty and Richard Tucker as part-time temporary employees under Town By-Laws, Section 10 - Salary Administration Plan, in order to cover Public Works positions on a temporary basis

VOTE: 5:0

ADJOURN:

MOTION: At 7:30 pm, by Ms. Campanella, second by Mr. Reilly, to adjourn the meeting

VOTE: 5:0

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Lindsay Vayda, Clerk

Documents:

Minutes

Police Officer recommendation

Grade II position recommendation

Grade V job description

Asst. Treasurer recommendation