Date: 11/2/2023

Time: 7PM

Location: Holbrook Town Hall

Members in Person: Scott, Brian, Barry

Members on Zoom: Mike, PJ, Anne

Motion to Approve the meeting minutes from 10/19

Brian/Scott - 5-0-0

**Warrant Articles**

* Article 12 - Establish COA Building Stabilization Fund
  + Recommended language by Interim Town Administrator
    - Can be accessed by people listed in the motion.
    - The Town Accountant verifies requirements have been met.
    - The Interim Town Administrator to check if Selectboard voted the new language.
  + If the account is established as a stabilization account, it will require a town meeting vote.
    - Requires 2/3rds vote to release money.
  + Town Administrator to check if it can be modified on the floor.
  + Brian/Scott - ATM 6-0-0
* Article 1
  + Motion to recommend Brian/Scott 5-0-0
* Article 2
  + Motion to recommend Brian/Scott 5-0-0
* Article 3
  + Motion to recommend Brian/Scott 6-0-0
* Article 4
  + The board voted to raise the cost for the rate payers.
  + Alternative plan on the table. Board to vote next week.
  + Motion to recommend Brian/Scott 5-0-1
* Article 5
  + Officers are starting to wear body cams.
  + Prorated October 1st
  + Needed to negotiate with the unions to get the grant for body cameras.
  + Only 1 one recruit going into the academy rather than 2 in December.
  + Motion to Recommend Brian/Scott 4-2-0
* Article 6
  + Motion to Recommend Brian/Scott 4-2-0
* Article 8
  + The Police Chief speaks against the article because he feels that it is unfair to the people in currently work in the department.
    - Sargent in Holbrook is like a higher level in other departments.
  + Anne speaks says that we created a role for Deputy Chief so there would be continuity.
  + Chair Goldrick speaks in support of the motion.
    - Select board would take service into account in the hiring process.
  + Motion Recommend Brian/Scott 4-2-0
* Article 7
  + Motion to Recommend Brian/Scott 3-0-3
* Article 11
  + This would be added to the tax rate.
  + Language needs to be cleaned up.
  + Selectboard Member Conway spoke about the article.
  + Water Treatment plant January 2026
  + Failures with the blue drop station
  + Chair Goldrick put it out to the people.
  + Filters will be an ongoing expense.
  + Grant funding possible in the future.
  + Blue drop costs $750k, blue drop potentially would stop or be reduced if the filters were available.
  + PJ notes that it goes to Town meeting rather than all taxpayers.
  + Would be administered by the company.
  + Lesser rules for procurement because it is an emerging product.
  + Joint water did an assessment of the GAC filter, only one tank.
    - The process has not started.
  + 2 pilots for filtering at the plant.
    - 1 we need to pay for and one free.
  + Recommend to ATM Brian/Scott - 6-0-0
* Next meeting
  + 11/16 - Library Director's Salary
  + Town Meeting at 11/27, Fincom Meeting 6:30
* Motion to Adjourn 6-0-0

WARRANT ARTICLES

**Article 1: Unpaid Bills of a Prior Year**

To see if the Town will vote to authorize the payment of unpaid bills of a prior year in the amount of Eight Thousand One Hundred Ninety Dollars and No Cents ($8,190) or take any other action relative thereto.

Murphy, Hesse, Toomey & Lehane, LLP 6/30/2023 $8,190.00

***Emergency: To pay the balance of outstanding invoices form the prior fiscal year.***

Submitted by: Town Accountant

Funding Source: Current Year Budget

Approval Recommended by the Finance Committee:

***Motion: I move that the Town of Holbrook authorize the payment of unpaid bills of the prior fiscal year in the amount of Eight Thousand One Hundred Ninety Dollars and No Cents ($8,190) from account number 01-151-5200-5301 Legal Professional / Technical Services***

**Article 2: Tri-Town Treatment Plant**

To see if the Town will vote to appropriate a sum of money for paying the Town’s share of additional costs of design and construction of the Tri-Town Regional Water Treatment Plant, as well as paying the Town’s share of designing and construction of subaqueous dual transmission mains, including, in each case, the payment of all other costs incidental and related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action related thereto.

Submitted by: Town Accountant

Funding Source: Borrowing

Approval by the Finance Committee:

***Emergency: The March 1, 2022 Article 1 did not have the proper language as required by MCWT language (the last one did not and they usually want reference to their borrowing program if it is a possibility that you’d be borrowing it from them).***

***Motion/Voted:  that $2,500,000 is appropriated for the purpose of financing the construction of paying the Town’s share of additional costs of design and construction of the Tri-town Regional Water Treatment Plant, as well as paying the Town’s share of designing and construction subaqueous dual transmission mains, including, in each case, the payment of all other costs incidental or related thereto, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Select Board‎ is authorized to borrow $2,500,000 and issue bonds or notes therefor under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws; that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the ‎Select Board‎ determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C; that the Treasurer with the approval of the Select Board‎ is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Select Board‎, Board of Public Works or other appropriate local body or official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary or convenient to carry out the project.  The vote adopted under Article 1 at the March 1, 2022 Town Meeting is hereby rescinded.***

**Article 3: GIS Infrastructure Asset Management Program -Supplemental Funding**

To see if the Town will vote to appropriate the sum of Seventy-Four Thousand Eight Hundred Sixty Three Dollars and Fifty Cents ($74,863.50) from Water Enterprise Fund and Seventy Four Thousand Eight Hundred Sixty Three Dollars and Fifty Cents ($74,863.50) from the Sewer Enterprise Fund for a total of One Hundred Forty Nine Thousand Seven Hundred Twenty Seven Dollars and No Cents or any other appropriate sum to supplement the sum of $112,000 previously approved in Article 12 of the June 5, 2023 Special Town Meeting for the purpose of funding the GIS Infrastructure Asset Management Program as required by DEP/EPA or take any other action related thereto.

Submitted by: Town Accountant

Funding Source: Water Enterprise and Sewer Enterprise Budgets

Finance Committee Recommendation:

***Emergency: Although the GIS Infrastructure Asset Management Program is partially funded by a grant, the town is required to provide sufficient evidence that the whole project is funded.***

***Motion: I move that the Town of Holbrook vote to raise and appropriate the the sum of Seventy-Four Thousand Eight Hundred Sixty Three Dollars and Fifty Cents ($74,863.50) from Water Enterprise Fund and Seventy Four Thousand Eight Hundred Sixty Three Dollars and Fifty Cents ($74,863.50) from the Sewer Enterprise Fund for a total of One Hundred Forty Nine Thousand Seven Hundred Twenty Seven Dollars and No Cents from the FY2024 Budget to supplement the GIS Infrastructure Asset Management Program.***

**Article 4: Solid Waste Budget**

To see if the Town will vote to supplement a previous appropriation approved in Article 6 of the June 5, 2023 Annual Town Meeting by approving an additional appropriation to fully fund the FY2024 Solid Waste Enterprise fund in the amount of budget or take any other action related thereto.

Submitted by: Select Board

Funding Source: User Rates

Finance Committee Recommendation:

***Emergency: At the June 5, 2023 Town Meeting voted to approved a reduced Solid Waste Budget of Five Hundred Thirty-Three Thousand One Hundred Nineteen Dollars and No Cents ($533,119). The actual Solid Waste Budget for FY2024 is One Million Seventy-Four Thousand Three Hundred Thirty-Four Dollars and Thirty-Three Cents.***

***Motion: I move that the Town of Holbrook vote to modify the FY2024 Budget by increasing the budget by Five Hundred Forty-One Thousand Two Hundred Five Dollars and Thirty-Three Cents ($541,205.33) predicted on the increase to Solid Waste User Fees for Quarter 3 And Quarter 4 of Fiscal Year 2024.***

**Article 5: Holbrook Patrolman’s Association Contract MOU**

To see if the Town will vote to approve an amendment to the collective bargaining agreement between the Town and the New England Police Benevolent Association Local 88A or take any other action related thereto.

Submitted by: Police Chief

Funding Source: Current Year Budget

Finance Committee Recommendation:

***Emergency: The Police Department and Patrolman’s Association have entered into a modified contract with the initiation of the Body Camera Program.***

***Motion: I move that the Town of Holbrook authorize the payment of the estimated salary increases of Twelve Thousand Five Hundred Sixty On Dollars and Seventy Five Cents ($ 12,561.75) to the Holbrook Patrolman’s Association from the Fiscal Year 2024 Police Department Budget.***

**Article 6: Holbrook Superior’s Association Contract MOU**

To see if the Town will vote to approve an amendment to the collective bargaining agreement between the Town and the New England Police Benevolent Association Local 88B or take any other action related thereto.

Submitted by: Police Chief

Funding Source: Current Year Budget

Finance Committee Recommendation:

***Emergency: The Police Department and Superior’s Association have entered into a modified contract with the initiation of the Body Camera Program.***

***Motion: I move that the Town of Holbrook authorize the payment of the estimated salary increases of Nine Thousand Eight Hundred Forty-Four Dollars and Forty-Eight Cents ($ 9,844.48) to the Holbrook Superior’s Association from the Fiscal Year 2024 Police Department Budget.***

**Article 7: Wage and Salary Schedule Modification – Conservation Officer**

To see if the Town will vote to supplement a previous appropriation approved in Schedule B of the Fiscal 2024 Wage and Salary Schedule of the June 5, 2023 Annual Town Meeting by approving an additional sum of $32,000 to the Conservation Officer Part Time or take any other action related thereto.

Submitted by: Select Board

Funding Source: Human Resources Budgetary Transfer

Finance Committee Recommendation:

***Emergency: The Select Board is requesting the Conservation Agent position be transitioned from a part time to a full-time position.***

***Motion: I move that the Town of Holbrook vote to transition the Conservation Agent from part time to full time and that funding for this position be transferred from the Human Resources Director Salary Account Number 01-152-5100-5112 in the amount of Thirty-Two Thousand Dollars and transferred into Inspectional Services Conservation Agent Account Number 01-240-5100-5119.***

**Article 8: Remove Police Chief and Deputy Police Chief from Civil Service**

To see if the Town will vote to authorize the Select Board to file a home rule petition with the General Court pursuant to Article 97 of the Massachusetts Constitution to remove the position of Police Chief and Deputy Police Chief from Civil Service or take any action related thereto.

Submitted by: Select Board

Funding Source: N/A

Finance Committee Recommendation:

***Emergency: Unknown***

***MOTION MUST BE COMPETED BY LEGAL***

**Article 9: Salary Increase Treasurer Collector – TABLED BY SELECT BOARD**

To see if the Town will vote to raise and appropriate, transfer form available funds, or otherwise provide the sum for Nine Thousand two hundred and nineteen dollars and forty-seven cents ($9,219.47) for the fiscal year ending June 30, 2024, to provide for a pay increase of eleven percent (11%) for the Holbrook Treasurer/Collector. Said funds to be added to the department budget under Treasurer/Collector Salary 01-145-5100-5112 in the amount of Nine Thousand two hundred and nineteen dollars and forty-seven cents ($9,219.47) or take other action thereon.

Submitted by Treasurer/Collector

Funding Source: Treasurer/Collector Adm/Clerical Salaries 01-145-5100-5114

Finance Committee Recommendation:

***Emergency: Unknown***

***Motion: I move that the Town of Holbrook vote to increase the Treasurer Collectors Salary to Ninety-One Thousand Three Hundred Eight Nine Dollars and Forty-Seven Cents by transferring Nine Thousand Two Hundred Nineteen Dollars and Forty-Seven Cents from Treasurer Collector Adm/Clerical Salaries Account #01-145-5100-5114 to Treasurer Collector Salary Account # 01-145-5100-5112***

**Article 10: Salary Increase Town Clerk – TABLED BY SELECT BOARD**

To see if the Town will vote to raise and appropriate, transfer form available funds, or otherwise provide the sum for Nine Thousand Nine Hundred and Thirteen Dollars and Eighty Cents ($9,913.80) for the fiscal year ending June 30, 2024, to provide for a pay increase of twelve percent {12%) for the Holbrook Town Clerk. Said funds to be added to the department budget under Town Clerk Salary 01-161-5100- 5112 in the amount of Nine Thousand Nine Hundred and Thirteen Dollars and Eighty Cents ($9,913.80) or take other action thereon.

Submitted by: Town Clerk

Funding Source: Taxation

Finance Committee Recommendation:

***Emergency: Unknown***

***Motion: I move that the Town of Holbrook vote to increase the Town Clerks Salary to Ninety Thousand Eight Hundred Forty Three Hundred Dollars and Eighty Cents by increasing taxation by Nine Thousand Nine Hundred Thirteen Dollars and Eighty Cents.***

**Article 11: PFAS Mediation**

To see if the Town will purchase a PFAS removal water pitcher and two filters per household by transferring $350,000 from Account # xxxx Water Retained Earnings or take any action thereon

Submitted by: Select Board

Funding Source: Taxation

Finance Committee Recommendation:

Emergency and Motion needed prior to print

**Article 12: Establish COA Building Stabilization Fund**

To see if the Town will vote to adopt GL c. 40 s. SB for the purpose of establishing a Special Purpose Stabilization Fund "Council on Aging Facilities Stabilization Fund". This fund will be for the express purpose of designing, building, and maintaining facilities which whole or in part are to be utilized by the Council on Aging. Further, the Town shall transfer, $48,000 from the Capital Stabilization Fund to the Council on Aging Facilities Stabilization Fund.

Submitted by: Select Board

Funding Source: Capital Stabilization Fund

Finance Committee Recommendation:

***Emergency: Unknown***

***Motion: I move that the Town of Holbrook adopt under MGL c 40 a Special Purpose Stabilization Fund entitled COA Building Stabilization fund and further fund this special purpose stabilization fund by transferring Forty-Eight Thousand Dollar from the Capital Stabilization Fund.***