

SELECT BOARD MEETING WEDNESDAY, SEPTEMBER 22, 2021

In attendance: Chair Daniel Lee, Vice Chair Pamela Campanella, Clerk Lindsay Vayda, Associate David Reilly, Gregory Hanley, Town Administrator, Emily R. Martin, Assistant to the Town Administrator

1. Chair Daniel Lee called the meeting to order at 7:05 p.m. in the King Conference Room and via Zoom.
2. Town Administrator Gregory Hanley presented an update on the Tri-Town Water Treatment Plant, which is at the 90% design stage, and noted some changes that may need to be incorporated, which may slow down progress. He reported on the Joint Water Board, stating that there are some cost prohibitive repairs to maintain the plant until the Tri-Town plant opens. Holbrook has contracted with a water resource company to offer water at a dispensary station at Stanney's, which is provided at much lower cost. Mr. Hanley also provided an update to the Board of the Town's CARES Act and ARPA balances of unused funds.

Lindsay Vayda moved, David Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, David Reilly voting yes, Pamela Campanella voting yes, and Daniel Lee voting yes, to approve the recommendation from Town Administrator Hanley to enter into a contract with CC Technologies in the amount of \$53,490.93, to be paid from the CARES Act funding.

Lindsay Vayda moved, David Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, David Reilly voting yes, Pamela Campanella voting yes, and Daniel Lee voting yes, to approve the request of Town Administrator Hanley to enter into a contract with City Base for the Town of Holbrook City Base Kiosk proposal in an amount not to exceed \$82,000 from the CARES Act funding.

3. Police Chief William Smith attended the meeting to discuss the "Faith in Blue" event being planned for Sunday, October 10, 2021 from 12:00 p.m. – 4:00 p.m. at Sumner Field. The afternoon will include a "touch a truck" display of Town vehicles, a helicopter landing at the field, and a K9 demonstration. Refreshments of pizza and water will be available for attendees.
4. Communications Director Steve Hooke attended the meeting to discuss his request to hire ten new part-time dispatchers. Due to the new contract to provide services to the Abington Police Department, the Communication Center needs additional staffing. Director Hook informed the Board that all of the proposed new hires would be paid out of the State 911 Fund for new dispatchers. The posting generated roughly 20 applicants, 10 of whom the Director is looking to appoint. As these are part-time positions, there are no benefits to be paid out, and the salaries would be paid from the State, so these new hires will not incur any cost to the Town.

Lindsay Vayda moved, David Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, David Reilly voting yes, Pamela Campanella voting yes, and Daniel Lee voting yes, to appoint Delia Merrick, Laura Hallissey, Leyvi Nunez, Alida Gervais, Jonathan Marx, Rachel Levasseur, Debra Brown, Jeremy Hawco, Daniel Torres, and Joseph Tosone as part-time Public Safety Dispatchers for the Communications Department, at a rate of \$22.44 per hour.

5. The Board discussed the temporary employee policy as it relates to 45 day hires as allowed by the clerical union collective bargaining agreement. Chair Lee stated that as the Personnel Board, the Select Board should be doing the hiring of these employees. He noted that the process should be that the job opening is posted, the requesting Department Head will make a recommendation to the Select Board, who will then make an appointment.
6. The Board discussed a request from the Public Works Department to take an employee hired as a temporary CARES Act worker and transition his role to a full-time permanent position. The previous Superintendent had intended for this transition to occur, and the salary for this position had already been included in the Department's FY22 budget that was approved at the May 2021 Annual Town Meeting.

Lindsay Vayda moved, David Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, David Reilly voting yes, Pamela Campanella voting yes, and Daniel Lee voting yes, to appoint William Wood as a Grade 1 Laborer, Custodian, in the Public Works Department.

7. Town Administrator Greg Hanley addressed the Board regarding a meeting he had attended of the Diversity & Inclusion Committee on Tuesday, September 14, 2021. He informed that Board that there had been 9 applicants for 6 resident appointments, and that at the meeting he had proposed the idea that, contingent upon Select Board approval, all 9 residents be appointed. He further noted that in conversation with Vice Chair Campanella, she had suggested to have the appointees designated to be a voting member or an alternate, with 6 of the 9 being voting members to conform to the current composition as votes, and the remaining 3 being alternates who could serve as a voting member in the absence of one of the six. It was suggested that the appointees themselves make the determination of who is designated to which type of membership.

Lindsay Vayda moved, David Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, David Reilly voting yes, Pamela Campanella voting yes, and Daniel Lee voting yes, to amend the charge of the Diversity and Inclusion Committee to allow for 9 appointed residents, 6 of whom will be voting members, 3 of whom will be alternates.

Lindsay Vayda moved, David Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, David Reilly voting yes, Pamela Campanella voting yes, and Daniel Lee voting yes, to appoint Trinidad Carney, Priscilla Casna, Robert-Thomas Duclersaint, Dawn Hadley, Nakeya Miller, Tracy O'Keefe, Amie Pierce, Blaire Schaefer-

Flynn, and William Watkins to the Diversity & Inclusion Committee through June 30, 2022.

8. Daniel Lee moved, Lindsay Vayda seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, David Reilly voting yes, Pamela Campanella voting yes, and Daniel Lee voting yes, to appoint Gregory Hanley as Holbrook's representative to the Metropolitan Area Planning Council.
9. Daniel Lee moved, Lindsay Vayda seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, David Reilly voting yes, Pamela Campanella voting yes, and Daniel Lee voting yes, to appoint Gregory Hanley as Holbrook's Commissioner to the Joint Water Board, and to authorize him to sign any documents related to the Board.
10. Daniel Lee moved, Lindsay Vayda seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, David Reilly voting yes, Pamela Campanella voting yes, and Daniel Lee voting yes, to appoint Gregory Hanley as Holbrook's Commissioner to the Tri-Town Water Board, and to authorize him to sign any documents related to the Board.
11. Daniel Lee moved, Lindsay Vayda seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, David Reilly voting yes, Pamela Campanella voting yes, and Daniel Lee voting yes, to appoint Daniel Lee as Holbrook's CEO, and Gregory Hanley as Holbrook's Designee, to the MWRA Community Advisory Board, and to authorize Gregory Hanley as signatory for any documents related to the Board.
12. An announcement was made about the upcoming Special Town Meeting on Wednesday, November 17, 2021, as a reminder to any interested parties who want to submit an article for consideration of inclusion on the warrant need to do so by 12:00 noon on Friday, October 8, 2021.
13. The Board held a conference with Eric Kinshurf, a Certified Public Accountant who had previously been engaged by the Town and wrote an audit report and manual of best practices for the Treasurer/Collector's Office. Mr. Kinshurf provided a summary of the status of the office when he created the report, and discussed how it could be best applied now to help improve the operation and efficiency of the office.
14. Lindsay Vayda moved, David Reilly seconded, and the Board voted unanimously, with Lindsay Vayda voting yes, David Reilly voting yes, Pamela Campanella voting yes, and Daniel Lee voting yes, to adjourn at 8:57 p.m.