

**HOLBROOK SELECTBOARD
MEETING MINUTES
FEBRUARY 16, 2022**

1. Call to Order and Pledge of Allegiance

Chair Lyndsy Vader called the meeting to order at 7:02 pm. Members present: Chair Lyndsy Vayda, Member William Watkins, Member David Reilly, and Member Pamela Camapanella
Absent: Member Daniel Lee

2. Approval of Minutes

Chair Lyndsy Vader made a motion to approve meeting minutes from February 24, 2021, March 10, 2021, May 26, 2021 and September 8, 2021 as written. Seconded by Member Reilly. **Voted 3-0-1 to approve. YEA: Member Reilly, Member Campanella, Chair Vayda, Against: 0 Abstain: Member Watkins**

Member William Watkins made a motion to approve the meeting minutes from January 5, 2022 and January 12, 2022 as written. Seconded by Member Reilly. **Voted Unanimously 4-0 in Favor**

3. Confirm Future Meeting Dates

Chair Vayda confirmed meeting dates is Tuesday, March 1, 2022, prior to the Special Town Meeting. The Chair has proposed March meeting dates of Wednesday, March 16, 2022 and Wednesday, March 30, 2022, and April dates of Wednesday, April 13, 2022 and Wednesday, April 27, 2022.

3. Citizens Forum

Elaine Hyland provided an update on COA survey and announced 3 vacancies on COA Building Committee

Robin McCallum 140 Spring presented to the Select Board pictures of 55 High Street. Ms McCallum educated the Board as to the condition of the blighted property adjacent to her property. Board discussion ensued. Building Inspector Eric Ersine addressed the Board regarding the current condition of the property. The Board instructed Inspector Ersine to inspect the properties and form a code compliance and inspection Committee to enforce Town By-Laws and code compliance citing and fining the property owner accordingly for any violations. The Board further directed the Building Inspector to direct the property owner to board up the structures on the property with a hard deadline of no more than 2 weeks.

Patty Conway asked the Select Board if the Blue Drop Vendor could notify the public when the Stanney's Location is non-operational. The Board acknowledge the request.

Chris Ellington inquired as to the status of the Principal Clerks position at Town Hall. He was directed to inquire with the TA

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William Watkins inquired on the process of naming the Holbrook Library for the 1st African American Librarian from Holbrook to mark Black History month and the 150th Anniversary of the Town.

4. Town Administrators Report

TA Hanley announced that the Joint Water Board has agreed to invite the manufacturer of a table top filter container and the contractor that met with the BOH on a possible water treatment filtering system to contain PFAS for the Joint Water Treatment facility to its next regularly scheduled meeting

TA Hanley spoke of the ribbon cutting ceremony for the new Senior Elderly Housing Complex being constructed on North Franklin St. by Neighbor Works Housing Solutions. Representing the Town were Chair Lyndsy Vayda and Member Dan Lee. TA Hanley recognized the efforts of the Town of Holbrook's State Delegation Representative and Speaker of the House of Representatives Ron Mariano, Representative Mark Cusack and Senator John Keenan.

TA Hanley gave an update on the Blue Drop operation at Stanneys and an update on the 2nd Blue Drop location in Brookville and the status of the DEP permit for that location

TA Hanley introduced new Town Accountant Elizabeth Zaletski to the Board for an update on the Bond Rating Call to Standard and Poors for future Town borrowing. Ms. Zaletski announced the Certification of Free Cash by the MA Department of Revenue for the Town.

William Watkins asked about the status of the pending report from the Audit and Financial Management Committee regarding OPEB program from The Plymouth County OPEB Trust. TA Hanley informed the Board that a report will be forthcoming and that the Committee is awaiting for information comparing the current OPEB rate of return program vs. that of the PCOT program.

Member Reilly requested that TA Hanley direct all Elected and Appointed Boards that serve the Town provide monthly reports to the Select Board.

6. Announcement – Board of Health Test Kit and Vaccine Booster Clinic

TA Hanley announced a Covid test kit pickup and vaccine booster clinic sponsored by the Board of Health to be held at the High School cafeteria on Saturday, February 26, 2022 from 8:00 a.m. – 12:00 p.m.

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7. Discussion/Vote – Board of Health Grant Acceptance from Massachusetts Department of Environmental Protection

TA Hanley announced that the Town has been awarded a grant under the Air Sensor Grant Program from Massachusetts Department of Environmental Protection applied for by the BOH.

The Town of Holbrook is awarded 10 Purple Air sensors that will be placed around the Town. Purple Air PA II sensors are air quality instruments that measure real-time PM2.5 concentrations in a variety of outdoor settings.

PM2.5 is a mixture of solid particles and liquid droplets so small that they can be inhaled deep into the lungs and may even enter the bloodstream. Breathing PM2.5 can aggravate asthma, and contribute to other respiratory and cardio-pulmonary illnesses.

A motion was made by Member Watlkins to accept a grant from the MA Department of Environmental Protection to the Holbrook Board of Health of 10 PurpleAir sensors to be placed around Town. Seconded by Member Reilly. **Voted unanimously in Favor 4-0**

8. Discussion/Vote – Diversity & Inclusion Committee Charge Amendments

The Diversity & Inclusion Committee has submitted an amended charge that it asks the Board considers to accept. This document is the result of several meetings of the Committee, held on both HCAM and via Zoom. Ms.Priscilla Casna- Chair of the D&I Committee reviewed the changes that D&I Committee proposed. A Board discussion followed. A motion made by Member Watkins to adopt the language change was made seconded by Chair Vayda. **Voted 2-1-1 in Favor. YEA: Chair Vayda, Member Watkins. Against: Member Reilly Abstain: Member Campanella**

9. Discussion/Vote – Special Use Filming Permit Application

AMC Studios has expressed interest in using Holbrook as a filming location for one of its shows, and it was determined that there should be a formalized process to collect the information of the parties who wish to do so, as well as ensuring there is a measure in place to safeguard the Town, which is covered in the requirement for the applicant to carry liability insurance. A motion was made by Member Reilly to approve a Special Use Filming Permit Application, with an application fee of \$200 to be the base fee. Seconded by Member Watkins. **Voted 3-1 in Favor. YEA: Member Reilly, Member Watkins, Chair Vayda. Against: Member Campanella**

10. Discussion/Vote – Public Works Equipment Exchange

TA Hanley informed the Select Board that this item has been withdrawn.

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11. Discussion/Vote – Drinking Water Container and Pump Program

TA Hanley announced the Town of Holbrook's Drink Water Container and Pump Program as follows:

The Holbrook Select Board would like to announce a pilot program for Holbrook residents. The Drinking Water Container and Pump program for PFAS intermediate response for the Town of Holbrook will be announced on Wednesday February 16, 2022 at the regularly scheduled Select Board meeting. This needs-based program will be held daily at the Holbrook DPW Department 50 North Franklin St Holbrook, MA during business hours as follows: Mon, Wed, Thurs. 7am-3pm Tues. 7am-7pm and Fri. 7am-12pm starting Tuesday February 22, 2022

To register please provide proof of residency and a MA approved license or ID at time of registration. Containers and pumps will be provided QTY (1) per address and will be recorded on your Water Bill once you have received the product as receipt of the transaction for grant compliance.

If you may have any questions, please feel free to contact the Town Administrators office @ 781-767-4312 or, please contact Noreen Jordan in the DPW Department @ 781-767-1800 or e-mail at njordan@holbrookmassachusetts.us

12. Discussion/Vote – March 1, 2022 Special Town Meeting

TA Hanley informed the Board that there was nothing new to report regarding any further items for consideration for the 3/1/2022 Special Town Meeting.

13. Discussion/Vote – Principal Clerk Hiring

TA Hanley informed the Select Board that this item has been postponed until the next meeting.

14. Discussion/Vote – Human Resources Department

Board discussion on the need to create a job description for a Human Resources Director. Member Reilly and Member Watkins agreed to continue to work towards a description. TA Hanley reminded the Board of the departure 2/28 date of Jack Hoell, the current HR consultant. Chair Vayda suggested the use of the previous consultant as an interim solution. Mr. Watkins said he would defer to the resources of the TA's office in the interim. TA Hanley informed the Board that the TA's office along with the Town Accountants office could fulfill the needs of the Department temporarily for 45-60 days while the Board decides how they want to proceed.

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15. Executive Session – Pursuant to M.G.L. c. 30A, Section 21(a)(7) (a)(7) “to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (Approval of Minutes)

Motion to go into Executive Session to approve/discuss the outstanding backlogged Board meeting minutes from previous meetings and to come back into public session to approve approved meeting minutes from the Executive Session made by Member Reilly Seconded by Member Watkins. **Voted Unanimously in Favor 4-0. Moved to Executive Session 9:24pm**

16. Return to Open Session form Executive Session to vote on approved backlogged meeting minutes. Returned to Open Session 9:34pm.

Motion by Member Campanella to approve and release Executive session meeting minutes from 4/25/24, 5/19/21, 7/14/21, 8/1/21, 8/25/21, and 9/8/21 as written Seconded by Mr. Reilly **Voted 3-0-1 YEA: 3 Member Reilly, Member Campanella, Chair Vayda. No: 0 Abstain:1 Member Watkins**

Motion by Member Campanella to approve but not release the Executive Session meeting minutes from 5/5/21 and 8/11/21. Seconded by Member Reilly **Voted 3-0-1 YEA: 3 Member Reilly, Member Campanella, Chair Vayda. No: 0 Abstain:1 Member Watkins**

Motion by Member Watkins Seconded by Member Reilly to approve and release Executive Session meeting minutes for 10/20/21, 12/08/21, 1/5/22 as written. **Voted Unanimously in Favor 4-0.**

17. Adjourn

Motion by Member Watkins seconded by Member Reilly to adjourn the Open Session. **Voted Unanimously 4-0 in Favor.** Meeting adjourned at 9:39 pm