

SELECT BOARD OPEN SESSION MINUTES OF WEDNESDAY, MARCH 16, 2022

In attendance: Chair Lindsay Vayda, Clerk William F. Watkins, Associate Daniel Lee, Associate David Reilly, Town Administrator Gregory Hanley, Assistant to the Town Administrator Kara Nyman, Absent: Vice Chair Pamela Campanella

1. Chair Lindsay Vayda called the meeting to order at 7:02 p.m. in the Noel C. King Conference Room and via Zoom.
2. William Watkins moved, David Reilly seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to approve the meeting minutes from the Select Board meetings on Wednesday, October 20, 2021, Wednesday, December 15, 2021, Wednesday, February 2, 2022, Wednesday, February 9, 2022, Wednesday, February 16, 2022 and Tuesday, March 1, 2022.
3. The Board confirmed future meeting dates of Wednesday, March 30, 2022, Wednesday, April 13, 2022 and Wednesday, April 27, 2022. Chair Vayda proposed that the Board hold every other Wednesday open for potential Personnel Board meetings. Town Administrator Gregory Hanley requested that the Board hold a personnel board meeting on Wednesday, March 23rd to discuss HR and open enrollment. Daniel Lee asked about the open enrollment process. David Reilly inquired about the number of employees signed up for each plan. Town Accountant Elizabeth Zaleski talked further about the open enrollment process and the town's plan to provide guidance and support to both active and retired employees. The Board agreed to hold a meeting on Wednesday, March 23, 2022.
4. No comments during Citizen's Forum.
5. Town Administrator Gregory Hanley reported on some recent bids in the Department of Public Works. Three companies submitted bids for the library boiler replacement and the lowest bid was Performance Plumbing with a cost of \$44,288. Wilkinson Company was awarded the bid for the town hall boiler replacement with a cost of \$115,396 and Markings, Inc. was awarded the bid for permanent line striping at a cost of \$42,476.63.

Town Administrator Gregory Hanley also mentioned that there was a volunteer application in front of the Board for Chris Eddington who is interested in serving on the COA Building Committee. William Watkins moved, Daniel Lee seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to accept the application for Chris Eddington to serve on the COA Building Committee

6. Chair Lindsay Vayda gave background information on the Spear Fund and the application process. Daniel Lee asked that more information on this be publicized so other people in need can utilize the Spear Fund. Daniel Lee moved, David Reilly seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly

voting yes, and Lindsay Vayda voting yes to accept the Spear Fund Committee's recommendation and allow the fund to pay \$500 to fill up the oil tank for said resident.

7. Town Administrator Gregory Hanley updated the Board on the vacancies on the Holbrook Housing Authority and explained that they're unable to meet due to lack of quorum. Dan Moriarty and Roberta Messia have expressed interested to serve on the Housing Authority Board. Roberta's appointment for the tenant vacancy will be subject to DHCD approval. David Reilly moved, William Watkins seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to appoint Dan Moriarty to replace Mr. Marble on the Housing Authority Board.
8. The Board discussed two temporary HR consulting contracts for Mary Beth Barnard and Angela Siciliano. Town Administrator Greg Hanley explained that Mary Beth Barnard would work directly with the Select Board to develop a long-term plan, as well as policies and procedures for the HR Department. Angela Siciliano would serve as the Interim Human Resources Director. Town Accountant Elizabeth Zaleski further explained that the Town of Holbrook is in desperate need of assistance in the HR Department and that these individuals would help build a cohesive plan. The Board discussed some concerns with Mary Beth's contract and proposed some modifications.

David Reilly moved, William Watkins seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to authorize Mr. Hanley to modify the contract for Mary Beth Barnard.

Daniel Lee moved, David Reilly seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to table hiring Angela Siciliano until the next meeting.

9. DPW Superintendent Keith Nastasia attended the meeting to discuss the applications he had received for a maintenance position within the DPW. He informed the Board that the individual who was previously selected took a job elsewhere and the position still needs to be filled. He was recommending candidate Nick Johnson. The Board had questions about qualifications and rate of pay, and whether or not the job needed to be re-posted. DPW Superintendent Keith Nastasia agreed to repost the job for 10 days and to bring this item back on a future agenda.
10. Fire Chief Luke McFadden attended the meeting and asked the Board to accept two grants from the Department of Fire Services for Student Awareness of Fire Education and Senior SAFE grants.

Daniel Lee moved, William Watkins seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to accept a grant from the Massachusetts Executive Office of Public Safety and Security & the Department of Fire Services to the Holbrook Fire Department in the

amount of \$4,575.00 for Student Awareness of Fire Education (S.A.F.E.) and \$2,855.00 for Senior SAFE grants.

11. Fire Chief Luke McFadden also asked the Board to accept a couple of gifts that were forwarded to the Fire Department at the request of family members in lieu of flowers for a loved one that passed away. William Watkins moved, David Reilly seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to accept a gift from Mr. and Mrs. Moriarty and Ms. Jackman in memoriam of Kevin J. McAdams to the Holbrook Fire Department in the amount of \$110.00.
12. Council on Aging Director Cindy Brennan attended the meeting to discuss the formula grant from the Executive Office of Elder Affairs (EOEA). She informed the Board that the Formula Grant is given to the Towns on a yearly basis and it is based on the senior population. Holbrook will receive \$26,520.00. There were questions about how the money is used. Daniel Lee moved, David Reilly seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to accept a formula grant from the Massachusetts Executive Office of Elder Affairs to the Holbrook Council on Aging in the amount of \$26,520.00.
13. Council on Aging Director Cindy Brennan also informed the Board that the COA needs alternate part-time van drivers and provided them with the applications she received. Daniel Lee moved, David Reilly seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to hire Thomas Donovan and Michelle Verrochi as (part-time) alternate van drivers for the Council on Aging pending a CORI release form.
14. Director Steve Hooke attended the meeting to discuss renewing the contract for dispatch services with the Town of Canton. He explained that this is a standard process every three years. Daniel Lee moved, William Watkins seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to authorize Director Steve Hooke to renew the contract for Dispatch Services with the Town of Canton.
15. Director Steve Hooke provided background information on the Communications Operations Manager position and recommended promoting Kenneth Terrill, Jr. to the position, who has been with the town for 21 years. David Reilly moved, William Watkins seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to appoint Kenny Terrill as the Operations Manager for the Town of Holbrook.
16. Town Accountant Elizabeth Zaleski explained the Norfolk County ARPA program, approval process and the need for submission and approval authority. Daniel Lee moved, William Watkins seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to authorize Town Accountant Elizabeth Zaleski to have Norfolk County ARPA Submission

Authority and Town Administrator Greg Hanley to have Norfolk County ARPA Approval Authority.

17. Town Administrator Gregory Hanley explained the new zoning requirements for MBTA Communities to create an overlay district within a ½ mile of the closest MBTA station or bus route. To comply, the Town needed to include a presentation of the draft guidelines at a meeting of the Select Board. Director of Inspectional Services Eric Erskine presented a map to the board identifying the area of interest. Daniel Lee moved, William Watkins seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to start the process to adopt the new zoning requirements.
18. Town Administrator Gregory Hanley read a memo from CDBG Program Director Wayne Darragh regarding Subordination Request – Case #177-05. He recommended that the Town subordinate. Daniel Lee moved, David Reilly seconded, and the Board voted 4-0, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to approve the subordination request for case #177-05 and authorize the Select Board Chair to execute a subordination agreement on behalf of the Town of Holbrook.
19. The Board discussed PFAS remediation efforts, specifically the filters that the Board of Health previously presented as an option for households in Holbrook. Mr. Hanley stated that he has been in contact with the manufacturer Cyclopure and they are waiting for NSF certification. BOH Chair Katie Goldrick and BOH Agent Abbey Myers were in attendance via Zoom to discuss the NSF certification further. Town Administrator Gregory Hanley explained that there's two parts to it: NSF approval and DEP approval. Once NSF compliance is made, it needs to be submitted to DEP. DPW Superintendent Keith Nastasia also explained the bid process to those in attendance. The Board agreed that once all the approvals for the filters go through, they will start the procurement process to purchase the filters.
20. The Board received an update on 55 High Street Update from Director of Inspectional Services Eric Erskine and Fire Chief Luke McFadden. The Board discussed the Town's Blighted Property Ordinance and ways to rectify the issues at 55 High Street. Property owner Chris Consalvo was also in attendance to talk about the history of the property and the steps they are taking to repair the property. The Board will continue to receive updates on this property from appropriate town officials.
21. At 9:30 p.m., the Board voted unanimously, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to enter into Executive Session – Per MGL c. 30A, s.21(a)(3) – Litigation Strategy, PFAS Litigation against 3M and DuPont.
22. The Board returned to Open Session. William Watkins moved, David Reilly seconded, and the Board voted unanimously, with Daniel Lee voting yes, William Watkins voting

yes, David Reilly voting yes, and Lindsay Vayda voting yes to enter into litigation against 3M and DuPont regarding PFAS contamination.

23. David Reilly moved, Daniel Lee seconded, and the Board voted unanimously, with Daniel Lee voting yes, William Watkins voting yes, David Reilly voting yes, and Lindsay Vayda voting yes, to adjourn at 9:56 p.m.