

SELECT BOARD OPEN SESSION MINUTES OF WEDNESDAY, APRIL 6, 2022

In attendance: Chair Lindsay Vayda, Clerk William 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 in the Noel C. King Conference Room and via Zoom.
2. Discussion/Vote – Reorganization of Board – Chair Vayda stated that she no longer has the time to commit to being chair and thanked her colleagues for their support.

MOTION to nominate Danny Lee as Chair, by David Reilly, 2nd by Lindsay Vayda. Roll Call Vote: 3-1. Lee voting yes, Watkins voting no, Reilly voting yes, and Vayda voting yes.

Town Administrator Gregory Hanley read a brief statement from Vice Chair Campanella stating that if she was nominated vice-chair tonight, she would willingly accept.

MOTION to nominate Pam Campanella as Vice-Chair, by David Reilly, 2nd by Daniel Lee. Roll Call Vote: 4-0. Lee voting yes, Watkins voting yes, Reilly voting yes, and Vayda voting yes.

MOTION to nominate Lindsay Vayda as Clerk, by Daniel Lee, 2nd by David Reilly. Roll Call Vote: 3-0. Lee voting yes, Watkins voting yes, and Reilly voting yes. Vayda recused herself from the vote.

Daniel Lee thanked Lindsay Vayda for her leadership as Chair over the past five months and thanked his colleagues for nominating him as Chair of the Select Board.

3. Approval of Minutes – MOTION to approve the minutes of Wednesday, March 9, 2022 by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 4-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, and Lee voting yes.
4. Confirm Future Meeting Dates – The Board confirmed meeting dates for Friday, April 8, 2022, Wednesday, April 13, 2022 and Wednesday, April 27, 2022.
5. Town Administrator's Report –
 - TA Hanley reported on the MBTA Overlay District
 - Town Accountant Elizabeth Zaleski gave an update on the budget
6. Discussion/Vote – DPW Maintenance Hire – DPW Superintendent Keith Nastasia came before the Board to recommend the hiring of Nick Johnson as the DPW Mechanic. He was the only candidate that possessed a Class A CDL. He stated that this position has

been open for quite some time and posted multiple times. The Board asked the DPW Superintendent questions about the candidates and the hiring process.

MOTION to accept the recommendation of the DPW Superintendent Keith Nastasia to hire Mr. Johnson in the Department of Public Works as a Grade 5 Mechanic, by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 4-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, and Lee voting yes.

7. Citizens' Forum – Patty Conway asked that the Select Board increase communication with the residents of Holbrook. She also voiced her concerns about the lack of responses to her emails. William Watkins spoke about being locked out of leadership by his colleagues. Robbie Mankus congratulated Mr. Watkins on his re-election.
8. Intermunicipal Agreement with the Town of Sherborn – Director Hooke addressed the Board about an intermunicipal agreement for dispatch services between the Town of Sherborn and Town of Holbrook.

MOTION to approve an Intermunicipal Primary Fire & Police Department Dispatch System Agreement between the Town of Holbrook and the Town of Sherborn, by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 4-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, and Lee voting yes.

9. Deputy Tax Collector – Treasurer/Collector Tiffany Sheehan asked the board to re-appoint Daniel P. Kelley as Deputy Tax Collector. She stated that there were no significant changes, just a renewal of the contract.

MOTION to appoint Daniel P. Kelley, an employee of Kelley & Ryan Associates, Inc. as Deputy Tax Collector for the Town of Holbrook, by Lindsay Vayda, 2nd by Daniel Lee. Roll Call Vote: 4-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, and Lee voting yes.

10. Tax Title Attorney – Treasurer/Collector Tiffany Sheehan said the Town has been utilizing Peter Brown as the Tax Title attorney for years. He was a partner with D'Ambrosio Brown. The firm recently split and Peter has created his own firm. There will be no changes to the rates.

MOTION To appoint Brown Legal to represent the Town of Holbrook in its tax title matters, by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 4-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, and Lee voting yes.

11. Authorized Signatories – Town Accountant Elizabeth Zaleski addressed the Board about MGL 41;52, where the Select Board may designate one of its members to authorize the approval of bills. This will ensure that warrants are signed and bills are paid in timely manner. Treasurer/Collector Tiffany Sheehan explained that payments have been delayed due to warrants not being signed. William Watkins was not in agreement with this because he feels it takes power away from the members of the Select Board.

MOTION to appoint the Chair, Vice-Chair, and Clerk of the Select Board as authorized signatories, by David Reilly, 2nd by Lindsay Vayda. Roll Call Vote: 3-1. Vayda voting yes, Watkins voting no, Reilly voting yes, and Lee voting yes.

Lindsay Vayda asked the Chairman to revisit agenda item number 2. MOTION to make Mr. Watkins the Clerk of the Board by Lindsay Vayda, 2nd by David Reilly. Mr. Watkins did not accept.

12. Principal Clerk Hire – Lindsay Vayda recused herself from the discussion. Town Administrator Greg Hanley explained that this is to permanently fill the Principal Clerk position, which is currently a 45-day emergency hire. This is a floater position that is assigned to HR. There was a total of 8 applicants: 6 interviews and 2 withdraws. A hiring committee, consisting of Select Board Members Pamela Campanella and David Reilly, Emily Martin, Kara Nyman and Greg Hanley recommended Pam Vayda for hire. There was a discussion among the board members about the grievance the Board received from the clerical union. William Watkins voiced concerns about the optics of the hiring.

MOTION to hire Pam Vayda as Principal Clerk, by David Reilly, 2nd by Daniel Lee. Roll Call Vote: 2-1. Reilly voting yes, Watkins voting no, and Lee voting yes.

13. Part Time Facilities Manager FY23 – Town Administrator Gregory Hanley presented a part time facilities manager as a pilot program to the Select Board and explained the major need for one. PJ Duggan said that the Finance Committee also supports the creation of this position.

MOTION to approve a Part Time Facilities Manager, subject to the approval of the job description by the Board, by David Reilly, 2nd by Lindsay Vayda. Roll Call Vote: 4-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, and Lee voting yes.

14. Water Abatements – Chairman Lee stated that water abatements were going to be put off until the next meeting due to an absence in the DPW. Treasurer/Collector Tiffany Sheehan answered questions about water payments and billing. She also updated the Board on collections.

15. Police Department Grant Acceptances – Police Chief William Smith submitted two grants from the Executive Office of Public Safety (EOPS) for the Board to accept.

MOTION to accept a grant from the Executive Office of Public Safety to the Holbrook Public Safety Departments in the amount of \$50,000, by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 4-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, and Lee voting yes.

MOTION to accept a grant from the Executive Office of Public Safety to the Holbrook Police Department in the amount of \$1,405, by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 4-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, and Lee voting yes.

16. Ambulance Abatements – Fire Chief Luke McFadden submitted an ambulance abatement request for the quarter beginning October 1, 2021 through December 31, 2021.

MOTION to approve an ambulance abatement in the amount of \$466,168.55 for the period of October 1, 2021 – December 31, 2021, by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 4-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, and Lee voting yes.

17. Executive Session – MOTION to enter into Executive Session per M.G.L. c. 30A, Section 21(a)(1) to discuss the reputation, character, physical condition or mental health, rather than the professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual and not to return to open session, by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 4-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, and Lee voting yes.