

SELECT BOARD OPEN SESSION MINUTES OF WEDNESDAY, JUNE 8, 2022

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

1. Chairman Daniel Lee called the meeting to order in the Noel C. King Conference Room and via Zoom.
2. Approval of Minutes – MOTION to approve the minutes of Tuesday, May 3, 2022 and Wednesday, May 18, 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.
3. Confirm Future Meeting Dates – The Board confirmed meeting dates for Wednesday June 22, July 13, July 27, August 10 and August 24.
4. Discussion/Vote – Tri-Town Joint Powers Agreement – Attorney Peter Mello from Murphy, Hesse, Toomey & Lehan addressed the Board and explained the language in the Tri-Town Joint Powers Agreement relating to the formation and operation of the Tri-Town Water District. Attorney Mello also explained the intermunicipal agreement that is attached as an exhibit to the Joint Powers Agreement which clarifies the terms and costs that will be associated with the winding down of the Randolph/Holbrook Joint Water Board.

Vice Chair Pamela Campanella arrived at the meeting.

Lindsay Vayda and William Watkins asked for clarification on the terms of appointments for the Water District Board of Directors. TA Hanley read letters of support from Braintree Mayor Charles Kokoros and Randolph Town Manager Brian Howard for the Tri-Town Joint Powers Agreement. There was a brief discussion about the construction timeline and procurement process.

Attorney Peter Mello mentioned that there were some minor typographical errors in the agreement. William Watkins said they should've been provided with a clean document. David Reilly said he did not see a problem with it and typos are common. The Board agreed to give the Town Administrator and Town Counsel permission to make any grammatical changes to the agreement.

MOTION to approve the Joint Powers Agreement between the Towns of Randolph, Holbrook and Braintree for the formation of the Tri-Town Water District, subject to any final adjustments made between the Town Administrator's Office and Town Counsel, by Lindsay Vayda, 2nd by William Watkins. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

5. Discussion/Vote – Intermunicipal Agreement with the Town of Randolph – MOTION to approve the Randolph-Holbrook Intermunicipal Agreement by Lindsay Vayda, 2nd by

William Watkins. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

TA Hanley thanked Attorney Mello for representing the Town with professionalism and civility. He also thanked DPW Superintendent Keith Nastasia who was part of the technical committee. Attorney Mello thanked Mr. Hanley for his extraordinary leadership and stewardship in the process.

6. Town Administrator's Report –

Request from Town Accountant Elizabeth Zaleski to extend the timeline from July 15, 2022 to report year-end transfers under MGL44:33B.

MOTION to approve the request by Elizabeth Zaleski for year-end transfers for FY22 to be presented to the Select Board and Finance Committee in August of 2022, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

Town Accountant Elizabeth Zaleski and Treasurer/Collector Tiffany Sheehan gave an update on water revenue collections and deficits in some of our operating accounts.

TA Hanley reported on the following:

- Grants by DPW Superintendent Keith Nastasia
- Pride Month & Juneteenth
- Job Postings
- Thanks to everyone involved with Memorial Day
- Recent situations at Town Hall – inspectional services threat & 1st amendment audit

Chief William Smith provided an update on the two situations that happened at Town Hall and answered questions from the Board. He also mentioned that there would be an active shooter drill for employees next week.

7. Discussion/Vote – Police Department Gift Acceptance – Chief William Smith addressed the board about a gift in the amount of \$5,000 that was given to the K9 Fund from a golf tournament organized by Paul West.

MOTION to accept a gift in the amount of \$5,000 to the Holbrook Police Department K9 Fund by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

There was a follow up discussion about the first amendment audit and motives behind it.

8. Discussion/Vote – Water Abatements – The Board tabled the water abatements until the next meeting.

9. Discussion/Vote – Open Meeting Law Complaint – The AG’s Office received an Open Meeting Law complaint filed by Ms. Katherine Connolly with the Holbrook Board of Selectmen on April 21, 2022 for failure to review, approve and release meeting minutes in a timely manner during 2021.

TA Hanley discussed the OML complaint and informed the Board that they need to vote to authorize Town Counsel to reply to the complaint. Chairman Lee said this is a unique circumstance where a former employee didn’t do the minutes. TA Hanley mentioned that some of the minutes were found in the former employee’s files to satisfy the complaint. William Watkins said the supervisor should’ve been asking for the minutes during transition and that this is the first time he’s hearing about the problem. Vice-Chair Campanella mentioned that there’s been constant turnover in the Town Administrator’s Office and it’s created a snowball effect. She said the current employees are doing their best.

MOTION to authorize Town Counsel to respond to the complaint on behalf of the Select Board, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

10. Discussion/Vote – HR Policies – The Town’s Human Resources Consultant Mary Beth Bernard presented the following policies to the Board for review & adoption:

- Policy Against Discrimination, Harassment or Retaliation in the Workplace
- Workplace Violence Prevention Policy
- CORI Policy
- Family and Medical Leave Policy

Mary Beth answered questions about the policies from the Board. There was also a discussion on the Human Resources Department including job descriptions and performance evaluations.

Chairman Lee requested that the Board review each policy and vote on them at the next meeting. The Board agreed that Mr. Watkins and Mr. Reilly would talk directly with Mary Beth to come up with a plan for HR and report back on the 22nd.

11. Citizens’ Forum –

PJ Duggan: Plan/process for opening the doors on meeting nights

Patty Conway: Clarification on Juneteenth Flag

Request that the Select Board formally issue a proclamation in honor of Pride Month Citizens’ Forum on June 22nd at 6pm at Winthrop Congregational

Elaine Hyland: Clarification on procedure for annual appointments

PJ Duggan: Opening on Finance Committee appointed by Town Moderator

TA Hanley stated that there was no need for an executive session tonight.

David Reilly asked the Chief about the Bridge Academy.

Katie Goldrick: Clarification on threat to town hall

Acknowledged girl scouts who planted flowers for Memorial Day

William Watkins acknowledged Senator Keenan for securing \$15k in the budget for the robotics team.

12. Adjourn – MOTION to adjourn by Lindsay Vayda, 2nd by William Watkins. Roll Call
Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.