

SELECT BOARD OPEN SESSION MINUTES OF WEDNESDAY, JUNE 22, 2022

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

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 Wednesday, March 23, 2022, by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 3-0. Vayda voting yes, Reilly voting yes, and Lee voting yes.

Vice Chair Pamela Campanella arrived at the meeting.

3. Confirm Future Meeting Dates – The Board confirmed meeting dates for Wednesday, July 13, July 27, August 10 and August 24.
4. Town Administrator's Report –

TA Hanley reported that Kristen Fraser was the recommended candidate for hire for the Principal Clerk position in the Treasurer/Collector's Office.

Lindsay Vayda said the only concern she had was that this should have been posted as an agenda item or on a personnel board meeting if they are voting to hire.

MOTION to hire Kristen Fraser as a Principal Clerk in the Treasurer's Office, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 3-1. Vayda voting yes, Reilly voting to abstain, Campanella voting yes, and Lee voting yes.

Holbrook Resident Christopher White gave a brief presentation on the Boston Higashi School and announced that St. Joseph's will be housing educators from abroad.

TA Hanley said that the Assistant Collector position has been posted internally.

Chief Smith addressed the board regarding the Animal Control Officer position. He said the former ACO retired and they posted to hire a new one on April 26th. Aaron Movsessian was the only applicant to apply. There was a background check and interviews conducted.

There was also a discussion on the existing shelter and Holbrook's contractual obligation to the Town of Avon for ACO services.

MOTION to hire Aaron Movsessian as the new Animal Control Officer effective July 11, 2022, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

5. Discussion/Vote – Police Department Recognition – Chief William Smith recognized the following special police officers for their years of service to the Town: Kenneth Terrill, Gregorio Baptista, Richard Reuss, Robert Demarco, Richard Reuss, and Scott Stuart.

Chairman Lee read an announcement from Brookville Bible Church regarding summer camp.

6. Discussion/Vote – Town Scholarship Recipients – Barbara Davis, Chair of the Town Scholarship Committee gave a brief history of the scholarship and presented the recipients. She also thanked her committee and the generous donors. Each recipient will receive a scholarship in the amount of \$1,000. This year's recipients were Aidan Demarco, Joseph McLaughlin, Dai Ngo, and Marissa Todd. Joseph McLaughlin was the only recipient in attendance. Chairman Lee thanked Barbara Davis for all she does for the students in Holbrook.

Director Steve Hooke reported that the Holbrook Regional Emergency Communications Center was awarded a State 911 Development Grant in the amount of \$4,095,747, which is their largest single award ever. He thanked Deputy Lauren Mielke.

MOTION to accept the State 911 Department Regional Public Safety Answering Point and Regional Emergency Communications Center Development Grant in the amount of \$4,095,747, by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

7. Discussion/Vote – Water Abatements – There was a follow up discussion on the water abatement for 58 Sherrick Ave, 11 Virginia Road, and 12 Ell Road.

Barbara Demilt of 58 Sherrick Ave explained that she had a high water bill and claims there was no leak.

DPW Superintendent Keith Nastasia said the meter for 58 Sherrick Ave was sent out to be tested and came back at 99.22% accurate. There was no signs or evidence of leaks. He suggested that they take another reading. The Board agreed to have DPW go back and take another reading to see if it's still spiking.

Teri Chreung of 11 Virginia Road had a leak in her garage and it was repaired. She is requesting an abatement of the high water bill due to the leak. She provided a copy of the receipt. DPW Superintendent Keith Nastasia recommends providing the resident with an abatement for the sewer portion.

MOTION to abate the sewer portion to the prior average use of \$206.67 which would give the sewer abatement in the amount of \$175.60, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 3-1. Vayda voting yes, Reilly voting no, Campanella voting yes, and Lee voting yes.

DPW Superintendent Keith Nastasia said that the meter for 12 Ell Road was sent out and it came back at 99.68% accurate. There was no proof of any leak. Meter is reading normal cycles. Vice Chair Campanella said that prior readings show a history of using that much water.

MOTION to deny the abatement for 12 Ell Road, by David Reilly, 2nd by Lindsay Vayda. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

8. Discussion/Vote – Ambulance Rates for FY23 – Fire Chief Luke McFadden addressed the Board along with Christine Cellucci from New England Medical Billing regarding ambulance billing rates for FY23. They provided guidance to the Board as to what options are available. Chairman Lee suggested that the Board take the recommendation of the Chief.

MOTION to approve the recommendation by Chief McFadden that the Town of Holbrook move to the Medicare plus 250% for FY23 benchmark, by Lindsay Vayda, 2nd by David Reilly. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

9. Discussion/Vote – COA Building Advisory – Elaine Hyland presented the COA Building Advisory Committee's findings on a new location for the senior center. The Committee recommends that the Town commission a feasibility study to assess the viability of the JFK School on Plymouth Street as the new COA for the town. This new facility will replace the present day COA on Jewel Road which the current senior population has outgrown.

Chairman Lee said the board should accept the recommendation of the COA Building Committee and figure out the next steps. Lindsay Vayda said they should seriously consider a full recreation center with a dedicated wing for the COA at the JFK to create more opportunities, especially for the youth. The Board agreed to move forward with the engineering and scope of work for the Kennedy School.

MOTION to accept the report of the COA Building Committee and to move forward with the location of the Kennedy School, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

Chairman Lee thanked the Committee for their hard work. Chris Eddington requested that the Board keep this committee in tact until this project is completed.

10. Discussion/Vote – Human Resources Policies – HR Consultant Mary Beth Bernard presented four policies to the Board: FMLA Policy, CORI Policy, Workplace Violence Prevention Policy, and Policy against Discrimination, Harassment or Retaliation in the Work Place. There was a brief discussion about how to enforce these policies for elected officials.

MOTION to adopt the Policy against Discrimination, Harassment or Retaliation in the Work Place as written, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

MOTION to adopt the Workplace Violence Prevention Policy as written, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

MOTION to adopt the CORI Policy as written, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

MOTION to adopt the FMLA Policy as written, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

11. Discussion/Vote – Consultant Contract Extensions – TA Hanley explained the need to extend the contracts for Interim HR Director Angela Siciliano and Financial Support Services consultant Dina McHugh until August 15, 2022. There was a discussion about free cash and compliance with financial audits. Chairman Lee said this Board continuously keeps giving departments the consultants and tools to succeed and we're still in the same position.

MOTION to extend the contracts for Angela Siciliano and Dina McHugh until August 15, 2022, by Lindsay Vayda, 2nd David Reilly. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

12. Discussion/Vote – Annual Appointments – Chairman Lee reminded people that there will not be automatic reappointments. They must submit a letter of interest to be re-appointed by the Select Board. The Board only received letters for re-appointment from the COA, Town Scholarship Committee, and Police Department at this point.

MOTION to appoint Gary Newton, RoseAnn Carlo, Beatrice Taggart, Maria Malinowski, Sandra Lemieux, Jean Douglas, Roger Davenport, Dwight Nevins, Kathy Bussolari and Louise Currie to the Council on Aging Board, with a term to expire on June 30, 2023, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

MOTION to appoint Priscilla Casna and Kristine Ouimet to 3-year terms on the Town Scholarship Committee, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

MOTION to appoint Robert McNamara and Armando Soto as special police officers, by Lindsay Vayda, 2nd by Pamela Campanella. Roll Call Vote: 4-0. Vayda voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

13. Citizens' Forum

PJ Duggan: Great job by COA Building Committee
Clarification on the process and next steps for feasibility study

Elaine Hyland: Question on appointments

Patricia Greeley: Clarification on feasibility study

14. Executive Session – MOTION to enter into Executive Session per to M.G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares (Teamsters Local 653) and per M.G.L. c. 30A, § 21(a)(2) to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel (DPW Superintendent) and not to return to open session, 2nd by David Reilly. Roll Call Vote: 3-0. Vayda voting yes, Reilly voting yes, and Campanella voting yes.

Chairman Lee stated for the record that he will not be sitting in for the Local 653 contract negotiations.

There was a discussion about whether or not they needed to come back into open session.