

## **SELECT BOARD OPEN SESSION MINUTES OF WEDNESDAY, JULY 13, 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. Call to Order – Vice Chair Pamela Campanella called the meeting to order in the Noel C. King Conference Room and via Zoom.
2. Holbrook Fire Department Swearing-In Ceremony – Holbrook Firefighter/Paramedic Michael Crowe and Holbrook Firefighter/Paramedic Stephen G. Duggan were formally sworn in by Town Clerk Jeanmarie Tarara.
3. Holbrook Police Department Swearing-In Ceremony – Holbrook Police Officer Alexis Abramson was formally sworn in by Town Clerk Jeanmarie Tarara.
4. Special Police Officers Recognition – Deputy Chief Marble presented a plaque to Special Police Officer James Gramm for his years of service to the Town of Holbrook.

Chairman Lee said his brother Michael Lee was unable to make it tonight but he wanted to extend his thanks to the Town for allowing him to serve as a Special Police Officer since 2006.

5. Discussion/Vote – Call for Civil Service List – Chief Smith requested permission to call for the civil service list which was established on July 1, 2022. Two officers are leaving the department and moving out of state.

MOTION to authorize Police Chief William Smith to call for the new civil service list by Lindsay Vayda, 2<sup>nd</sup> by William Watkins. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

6. Approval of Minutes – MOTION to approve the Select Board Open Session Minutes of Thursday, July 7, 2022 by Lindsay Vayda, 2<sup>nd</sup> by Pamela Campanella. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.
7. Discussion/Vote – K9 Fund Gift Acceptance – The Police Department requested that the board accept a gift in the amount of \$6,000 from the Copeland Family Foundation for the K9 fund. Funds can be used for care of K9 Jan and K9 Blue. Both K9s are funded totally through donations.

MOTION to accept a gift from the Copeland Family Foundation in the amount of \$6,000 for the Holbrook Police Department K9 Fund, by Lindsay Vayda, 2<sup>nd</sup> by William Watkins. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

8. Discussion/Vote – Communications Dept. Grant Acceptances – Director Steve Hooke submitted four grants for the Board to accept:

- Municipal fiber project (\$186,274.10)
- Technology improvements (\$300,000)
- FY23 State 911 Department Support & Incentive Grant (\$1,645,781)
- FY23 State 911 Department Training Grant (\$145,122.92)

MOTION to accept a grant from the Executive Office for Administration and Finance in the amount of \$186,274.10 for the municipal fiber project as a compact community, by Lindsay Vayda, 2<sup>nd</sup> by Pamela Campanella. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

MOTION to accept a grant from the Executive Office for Administration and Finance in the amount of \$300,000 for technology improvements in the Town of Holbrook, by Lindsay Vayda, 2<sup>nd</sup> by Pamela Campanella. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

MOTION to accept a Support & Incentive Grant from the Executive Office of Public Safety & Security in the amount of \$1,645,781 for the FY23 State 911 Department Public Safety Answering Point and Regional Emergency Communications Center, by Lindsay Vayda, 2<sup>nd</sup> by Pamela Campanella. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

MOTION to accept a Training Grant from the Executive Office of Public Safety & Security in the amount of \$145,122.92 for the FY23 State 911 Department Public Safety Answering Point and Regional Emergency Communications Center, by Lindsay Vayda, 2<sup>nd</sup> by Pamela Campanella. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

9. Discussion/Vote – DPW Superintendent Contract Amendment – In Executive Session on June 22, the Board voted to pay the Superintendent of Public Works annual stipend payments.

To amend the contract between the Town of Holbrook and the DPW Superintendent to include annual stipend payments for the following licenses: CDL (Class A), Hoisting, Water Distribution (3), and Collections (WW2), by Lindsay Vayda, 2<sup>nd</sup> by David Reilly. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

10. Discussion/Vote – Discussion/Vote – Annual Appointments –

<b>Animal Control Officer</b>	Aaron Movsessian
<b>Assistant Town Accountant</b>	Diane Haley
<b>Chief Procurement Officer</b>	Gregory Hanley
<b>Director of Inspectional Services</b>	Eric C. Erskine
<b>Emergency Management Director</b>	William J. Smith

<b>Ethics Commission Liaison</b>	Jeanmarie Tarara
<b>Field Driver/Pound Keeper</b>	Aaron Movsessian
<b>Handicapped Rules &amp; Regulations Coordinator</b>	Eric C. Erskine
<b>Metropolitan Area Planning Council</b>	Gregory Hanley
<b>Norfolk County Advisory Board Rep.</b>	Daniel R. Lee
<b>Parking Clerk and Hearings Officer</b>	Jeanmarie Tarara
<b>Alternate Plumbing/Gas Inspector</b>	Andrew J. Lyne
<b>Randolph/Holbrook Joint Water Board Member</b>	Gregory Hanley
<b>Sealer of Weights and Measures</b>	Eric C. Erskine
<b>Town Counsel</b>	Murphy, Hesse, Toomey and Lehan
<b>Tri Town Water Board Designee</b>	Gregory Hanley
<b>Veterans' Agent</b>	Dale Kurtz

### **Capital Improvements Planning Committee (1-year term)**

Paul Lynch, Citizen at Large  
Daniel R. Lee, Selectmen's Rep.  
Nancy Alterio, School Committee  
Susan Godwin, Finance Committee  
Elizabeth Zaleski, Town Accountant (ex-officio)  
Gregory Hanley, Town Admin. (ex-officio)

### **Conservation Commission (3-year term)**

Fred White  
Brian Lutz

### **Constable (1 year)**

Ralph J. Colarusso

### **COA Board (1-year term)**

Elaine Hyland

### **Zoning Board of Appeals (3-year term)**

Paul Healey

### **Baird and Maguire Task Force**

Fire Lt. Eric Beltramini  
Fire Chief Luke McFadden

### **Diversity & Inclusion Committee (1-year term)**

Priscilla Casna  
Robert-Thomas Duclersaint  
Trinidad Carney  
Amie Pierce  
Meghan Elliott  
Dawn Hadley  
Tracy O'Keefe

**Holbrook Local Emergency Planning Committee (LEPC) (1-year term)**

Select Board Chair Daniel Lee  
Police Chief William Smith  
Fire Lt. Eric Beltramini  
Fire Chief Luke McFadden  
BOH Chair Katie Goldrick  
DPW Superintendent Keith Nastasia

**Permanent Cable Television Advisory Committee**

Keith O'Brien

**Open Space Committee (TBD)**

Denise Louis Scully

**Holbrook Housing Authority**

Sandra Lemieux (to fill resident vacancy)

**Holbrook Historical Commission**

David Dingley  
Alexandra Bernson

**COA Building Advisory Committee (1-year term)**

Elaine Hyland  
Christopher Eddington  
Susan Murray  
Katie Goldrick  
John Moriarty  
Patricia Conway  
Cindy Brennan  
Tiffany Sheehan (ex-officio)  
Lindsay Vayda (ex-officio)

MOTION to appoint by Lindsay Vayda, 2<sup>nd</sup> by Pamela Campanella. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

11. Discussion/Vote – MWRA Funding Authorization – Chairman Lee said the Town sent in an application for project funding assistance totaling \$442,221 (\$280,050 Grant and \$162,171 Loan) to be issued in August. The vote of the Board is required for compliance to receive the funding. Treasurer/Collector Tiffany Sheehan said this is in relation to the I&I plan for DPW that was voted on at the May Town Meeting.

MOTION that the sale of the \$162,171 Sewer Bond of the Town dated August 15, 2022, to Massachusetts Water Resources Authority (the "Authority") is hereby approved and the Town Treasurer or other appropriate Town official is authorized to execute on behalf of the Town a Loan Agreement and a Financial Assistance Agreement with the Authority

with respect to the bond. The bond shall be payable without interest on August 15 of the years and in the principal amounts as follows:

<u>Year</u>	<u>Installment</u>	<u>Year</u>	<u>Installment</u>
2023	\$16,217.10	2028	\$16,217.10
2024	\$16,217.10	2029	\$16,217.10
2025	\$16,217.10	2030	\$16,217.10
2026	\$16,217.10	2031	\$16,217.10
2027	\$16,217.10	2032	\$16,217.10

Further move that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote, by Lindsay Vayda, 2<sup>nd</sup> by Pamela Campanella. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

#### 12. Citizens' Forum –

Patricia Conway asked if the Board could revisit water access for people who may not be physically capable such as individuals protected by ADA, immune compromised, elderly, etc.

Elaine Hyland from the COA Building Advisory Committee provided criteria for a RFP for an engineer for the JFK building.

Chairman Lee said there's a 150<sup>th</sup> Parade Committee meeting via Zoom tomorrow at 6:30pm. He also recognized the Winthrop Congregational Church for accommodating the Strawberry Festival this year.

#### 13. Town Administrator's Report –

Town Administrator Gregory Hanley stated that there is pilot programming for carbon activated filters for the town water supply and there will be upcoming meetings regarding the matter. He also stated that there are resources for people who may need easier water access. There was a lengthy discussion on water with the Board and Town Administrator.

TA Hanley reported that Ms. Kathy Connolly filed two open meeting law complaints against the Board for curing a defect in the DPW Superintendent's Contract in Executive Session and for failure to approve and release minutes in a timely manner.

MOTION to authorize Mr. Hanley to respond to the first Open Meeting Law Violation, by Lindsay Vayda, 2<sup>nd</sup> by Pamela Campanella. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

There was a discussion about having a checklist in place to not violate the OML.

TA Hanley announced open employment opportunities for the following positions:

- Maintenance Mechanic
- Assistant Collector
- Pilot Program Facilities Director

TA Hanley announced that there will be a Family Fun Day on July 14<sup>th</sup> at the Brookville Bible Church.

Inspectional Services Director Eric Erskine provided an update on 55 High Street.

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