

SELECT BOARD OPEN SESSION MINUTES OF WEDNESDAY OCTOBER 19, 2022

In attendance: Chairman Daniel Lee, Vice Chair Pamela Campanella, Associate David Reilly, Associate William Watkins via Zoom, Town Administrator Gregory Hanley. Absent: Clerk Lindsay Vayda

1. Call to Order – Chairman Daniel Lee called the meeting to order in the Noel C. King Meeting Room and via Zoom.
2. Approval of Minutes – No minutes to be approved.

Chairman Lee thanked everyone who participated in the 150th Parade.

3. Town Administrator's Report – Town Administrator Gregory Hanley also thanked those who were involved with the 150th Parade.
4. Capital Planning Committee Findings – Town Administrator Gregory Hanley reported that the Capital Planning Committee met earlier this evening and voted to reallocate returned DPW money that was previously funded for the following purposes: \$80,000 for a multi-department bucket truck and \$57,000 for a new ACO Vehicle. They also approved \$525,000 for the acquisition of a new ambulance.

DPW Superintendent Keith Nastasia announced that the Town has been awarded grants in the amount of \$675,000 from the MassWorks Infrastructure Program and \$398,807 from Complete Streets Funding.

5. Town Accountant Employee Request – Town Accountant Elizabeth Zaleski requested a part-time employee for additional support in her office.

Finance Committee Chair PJ Duggan said this position would be beneficial to the Town. Mr. Reilly asked the Accountant about contracts, record keeping, and collections. Vice Chair Campanella said she didn't want to hire an additional person because someone isn't doing their job. Town Administrator Hanley said this position will eliminate our reliance on consultants. Chairman Lee mentioned that Accounting is the only office without 3 employees and that this position would be for 15 hours a week to help with answering phones and filing. Mr. Watkins requested that the Board receive reports from department heads so they can be prepared for issues like this going forward. There was also a brief discussion about the Town Meeting Warrant and who's responsible for putting it together.

MOTION to approve the assistant clerk position for the Town Accountant by William Watkins, 2nd by Pamela Campanella. Roll Call Vote: 3-1. Watkins voting yes, Reilly voting yes, Campanella voting no, and Lee voting yes.

6. Inspectional Services Employee Grade Reclassification Request – Director of Inspectional Services Eric Erskine told the Board that he received a letter from Principal Clerk Debi Joyce requesting to be reclassified to Secretary which would be grade 2, step 3. He said she has support from both the Planning Board and Conservation Commission. He also said that she goes above and beyond what

other principal clerks do. Vice Chair Campanella said that the appendix in front of them was from 2019. She also asked why there was a need for a reclassification and if Debi's job responsibilities have changed. The Board agreed that Director Erskine should come back in two weeks with the correct contract and updated figures so the Board could make an informed decision.

Director Erskine also provided an update on the Inspectional Services Department.

7. Water Abatements – DPW Superintendent Keith Nastasia addressed the Board about water abatements.

610 S. Franklin Street: The meter was not working properly, placed on unmetered rate which prompted a high water/sewer bill. There was a new meter installed. Recommendation to adjust to average usage of \$224.12 for water and \$184.82 for sewer. The Board agreed to get more information and have it on for the next meeting.

33 Belair Drive: High water reading for two quarters, water usage appears to be more consistent with normal use even prior to a new meter being installed. Resident does have an irrigation system which he states has not been working. Chairman Lee said DPW is awaiting test results of the old meter so this will be continued to another meeting.

486 South Street: Resident had to do a high amount of flushing due to dirty water in area.

MOTION to not abate the water bill portion of 486 South Street by Pamela Campanella, 2nd by David Reilly. Roll Call Vote: 3-0-1. Reilly voting yes, Campanella voting yes, Watkins voting to abstain, and Lee voting yes.

Mr. Benvie thanked everyone who supported the 150th Birthday Committee and said the work of the Committee is now complete. He also announced information about the Field of Flags and Veterans Day.

8. HCAM Contract – There was a discussion about the Holbrook Community Access and Media (HCAM) Contract and revenue issues. There has been a deficiency in the money they receive due to a lot of people cutting cable. Town Administrator Hanley said that in order to maintain the level of service, quality and staffing, he recommends that the Town fund the annual operation to be reimbursed by the proceeds of the cable money received. Town Accountant Elizabeth Zaleski explained that HCAM is set up as an Enterprise Fund which needs to be self-sustaining. They get their revenue from Verizon and Comcast. She said they're hoping to change from an Enterprise Fund to a Revolving Fund at the upcoming Town Meeting. Mr. Zack Gorman, Executive Director of HCAM said that they've lost about 18% of cable subscribers in Holbrook which equates to a loss of \$50,000 in revenue over the last five years.

Mr. Gorman said they need to figure out funding, separate of what comes in from the cable providers so that they can properly budget and continue the same level of service to the community. There was also a discussion about a bill that will be refiled in the next legislative session which would impose a fee on digital streaming providers to support community media.

Mr. Watkins asked Mr. Gorman a few questions, including why they haven't seen closed captioning yet.

HCAM Board of Directors President Fred White was also in attendance. He said the Board has looked into this diligently since the number of subscribers have dropped. They are trying to maintain the same level of production and increase it every year but it gets tougher to do that without the funding. He said the Board is 100% behind this.

Mr. Gorman said this is essentially the same contract that was signed six years ago, the only language that will change is the money aspect. It previously said "100% of cable revenue for this purpose would go directly to HCAM." It will now state "\$250,000 annually or 100% of cable related revenue, whichever is higher." He said the other piece relative to funding is that capital money will still go to HCAM.

Chairman recommended that legal come up with some language which will also include closed captioning and bring it back to the Board.

9. November Special Town Meeting Warrant – The Board reviewed the articles for the November 16, 2022 Special Town Meeting Warrant.

Chairman Lee said there was an article submitted by Selectman Watkins to see if the Town will vote to authorize yearly stipends to be paid to each member of the Select Board in the amount of \$5,500 or take any other action thereof.

Mr. Watkins said there's a few reasons he's bringing this article forward and a lot of it has to do with accountability and attendance. He believes that a stipend will professionalize the Select Board to attract the best candidates for the job. He also said this will help diversify the Board and remove barriers to participation at the executive level of Town Government which will attract a broader array of candidates. Mr. Watkins said he hopes his colleagues will support this warrant article and bring it forward to the Town.

PJ Duggan said the Finance Committee will be meeting tomorrow night to discuss the warrant and take a vote to recommend or not to recommend each article.

Christopher Eddington said he had a hand in the Citizens Petition articles so he's more than available for any discussion that needs to be had.

Sue Wright brought up the MBTA Overlay District that was on the May Town Meeting Warrant. There was a brief discussion on this topic.

Vice Chair Campanella had questions on the Buy Green Pledge article and the article to ban nips.

Katie Goldrick said the MMA has an updated version of the MBTA Overlay District on their website.

Mr. Watkins asked what impact the article to ban nips would have on small businesses.

Vice Chair Campanella stated that she is in favor of all the articles presented besides Mr. Watkins article regarding Selectmen Compensation.

MOTION to accept the Special Town Meeting Warrant for November 16, 2022 as written, by William Watkins, 2nd by David Reilly. Roll Call Vote: 4-0. Reilly voting yes, Watkins voting yes, Campanella voting yes, and Lee voting yes.

10. Citizens' Forum – Mary Donovan asked for the status on the rat birth control program. Vice Chair Campanella recommended that she reach out to the Board of Health.
11. Adjourn – MOTION to adjourn, by Pamela Campanella, 2nd by David Reilly. Roll Call Vote: 4-0. Reilly voting yes, Watkins voting yes, Campanella voting yes, and Lee voting yes.