

## **SELECT BOARD OPEN SESSION MINUTES OF WEDNESDAY NOVEMBER 2, 2022**

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

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 – MOTION to approve the Open Session Minutes of Wednesday, October 5, 2022 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.

MOTION to approve the Open Session Minutes of Wednesday, September 21, 2022 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.

MOTION to approve the Open Session Minutes of Wednesday, July 27, 2022 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.

MOTION to approve the Open Session Minutes of Wednesday, July 13, 2022 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.

Chairman Lee asked for a moment of silence for Bill Currie and Ann Whitney, two long-time town employees who recently passed away.

3. Chief Smith recommended that the Board appoint Acting Sergeant Casey Surprenant as a Permanent Sergeant. Casey was unable to be there as he had a family obligation.

MOTION to accept Chief Smith's recommendation and appoint Casey Surprenant to the position of Permanent Sergeant for the Holbrook Police Department, 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.

Chief Smith also recommended that the Board appoint Officer James Hurley as Acting Sergeant.

MOTION to appoint James Hurley to Acting Sergeant for the Holbrook Police Department by David Reilly, 2<sup>nd</sup> by Lindsay Vayda. Roll Call Vote: 5-0. Vayda voting yes, Watkins voting yes, Reilly voting yes, Campanella voting yes, and Lee voting yes.

Town Clerk Jeanmarie Tarara swore in James Hurley as Acting Sergeant. Chief Smith also announced that on October 26<sup>th</sup> the Department was awarded their certification for the second time.

4. Contrapest Update by Town Counsel – Attorney Dave Deluca addressed the Board about a rat control product called Contrapest that the BOH is distributing to the public. He said that the BOH is not properly licensed to distribute this product. The Town’s insurance carrier also deemed that it would be a liability to distribute this product as it unnecessarily creates exposure to the Town. There was a lengthy discussion on this topic, specifically whether this was a general use product or restricted use product. Attorney Deluca answered questions from the Board. BOH Agent Abbey Myers said she has completed training with the company and feels that Attorney Deluca has not been given the correct information.

BOH Chair Katie Goldrick addressed the Board and provided them with the following:

- Legal Authority of Boards of Health by Cheryl Sbarra, Executive Director and Senior Staff Attorney for the Massachusetts Association of Health Boards
- Letter from Cheryl Sbarra
- Notification of certification & training from the BOH Agent regarding this product
- Education & knowledge on how to distribute it
- Safety & security information

The Board agreed that there should be a meeting with the Town Administrator, Board of Health and Attorney Deluca to get a final decision.

5. Ambulance Abatements – Fire Chief Luke McFadden submitted an ambulance abatement request for the quarter beginning July 1, 2022 through September 30, 2022.

MOTION to approve an ambulance abatement in the amount of \$491,681.11 for the period of July 1, 2022 – September 30, 2022, 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. Municipal Hearing Officer Appointment – Fire Chief Luke McFadden recommended that the Board appoint the Town Administrator to serve as the Town’s Municipal Hearing Officer to conduct requested hearings of code violations pursuant to Massachusetts General Law Chapter 149A.

MOTION to appoint Greg Hanley as the Municipal Hearing Officer for the Town of Holbrook, 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.

7. Cultural Council Appointments – John Russo, Muriel Powers and Janet Page submitted applications to serve on the Local Cultural Council for 3-year terms.

MOTION to appoint John Russo to the Local Cultural Council, to serve through June 30, 2025 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 appoint Muriel Powers to the Local Cultural Council to serve through June 30, 2025 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 appoint Janet Page to the Local Cultural Council to serve through June 30, 2025 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.

8. Traffic Safety Improvements – DPW Superintendent Keith Nastasia addressed the Board about traffic safety improvements to modify the intersection of South Street at Spring Street to a 3-way stop intersection. A majority of the Board agreed that there should be a traffic study done first. Chief Smith talked about the public safety aspect of it.
9. Joint Salt Bid Award – DPW Keith Nastasia recommended that the joint salt bid which is part of a consortium with 23 other communities be awarded to Eastern Minerals at \$72.50 per ton.

MOTION to accept the recommendation of DPW Superintendent Keith Nastasia and award the Joint Salt Bid to Eastern Minerals, Inc. for rock salt at a price of \$72.50 per ton delivered 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. Request to Transfer Funds – DPW Superintendent Keith Nastasia requested approval to transfer \$100,000 from account #65-440-5400-5790 (sewer extraordinary/unforeseen) to account #65-440-5200-5200 (sewer expenditures) to cover the rest of the fiscal year expenses.

MOTION to approve the request from DPW Superintendent Keith Nastasia to transfer \$100,000 from account #65-440-5400-5790 to account #65-440-5200-5200 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.

11. DPW Laborer Hire – DPW Superintendent Keith Nastasia recommended that the Board hire Jesse Baxter as a Laborer (grade 1, step 3) with a rate of pay \$25.52/hour. He said this individual applied for the equipment operator's position and was the number two candidate for hire. However, he does not have the proper licensing at this time so he recommended hiring him as a laborer. The Board asked him to repost the job to accurately reflect the laborer position.
12. Spear Fund Application – Town Administrator Hanley stated that a resident who is elderly and sick is requesting assistance from the Spear Fund. The resident has an extremely high-water bill because of an ongoing leak. She needs a plumber but is unable to afford one. The Spear Fund Committee has reviewed her application and is recommending that \$500 be paid directly to a plumber of her choosing.

MOTION to accept the Spear Fund Committee's recommendation and allow the fund to pay \$500 for a plumber 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.

13. Town Administrator's Report –

Council on Aging director Cindy Brennan received an earmark grant in the amount of \$28,500 to be specifically used towards a minivan.

MOTION to authorize Chairman Lee to sign on behalf of the COA to accept the grant in the amount of \$28,500 to purchase a minivan 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.

HCAM Contract has been approved as to form by Legal Counsel. The Board needs to authorize the Chairman to sign the contract on their behalf.

MOTION to authorize the Chairman to sign the contract with HCAM on behalf of the Board 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.

- HR Director Update
- Treasurer/Collector Tiffany Sheehan clarified a previous statement. She also reported that her department is reconciling in house and up to date.
- Thanksgiving Dinner at Winthrop Congregational Church on 11/24
- Veterans Day Breakfast and Ceremony

14. Citizens' Forum –

Patricia Conway: Notification about textiles no longer being allowed in the trash

Patricia Greeley: Availability of all HCAM videos

Mary Donovan: Contrapest, citizens' forum, water delivery program

15. Adjourn – MOTION to adjourn 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.