

**SELECT BOARD OPEN SESSION MINUTES
OF WEDNESDAY, DECEMBER 6, 2023**

In attendance: Chair Katie Goldrick, Vice Chair Pamela Campanella, Clerk Patty Conway, Associate David Reilly, Associate William Watkins, Interim Town Administrator Peter Morin.

1. Call to Order – Chair Goldrick called the meeting to order in the Noel C. King Meeting Room and via Zoom.
2. Public Hearing – 6:30pm – Tax Classification – Clerk Patty Conway read the legal notice that was printed in the Patriot Ledger on Friday, December 1, 2023:

Notice is hereby given that the Holbrook Select Board will hold a public hearing under Chapter 40, Section 56. The hearing will be held on Wednesday, December 6, 2023 at 6:30pm at the Holbrook Town Hall, 3R Noel C. King Meeting Room; 50 North Franklin St., Holbrook, MA. The purpose of the meeting is to provide an open forum for the discussion of Local Property Tax Rate policy. The Board of Assessors will provide information and data relevant to making a logical determination of a final tax rate. The Department of Revenue will provide the Assessors with the minimum residential factor that can legally be used in establishing a tax rate for each classification of property. – Holbrook Select Board

MOTION to open the Fiscal Year 2024 Tax Classification Hearing by Patty Conway, 2nd by Pam Campanella. Roll Call Vote: 5-0 with Conway voting yes, Watkins voting yes, Campanella voting yes, Reilly voting yes, and Goldrick voting yes.

Principal Assessor Patrick Harring recognized his staff and thanked departments for their assistance. He provided an overview of the process and tax allocation options.

Mr. Harring answered questions from the Board.

Interim Town Administrator Peter Morin complimented Mr. Harring on the quality of his work. He said there will be a reduction in bills and increase in values.

There was no public comment in the King room or via zoom.

MOTION to classify the Town of Holbrook under the Classification Act at a factor of 1.75 for Fiscal Year 2024 by Patty Conway, 2nd by William Watkins. Roll Call Vote: 5-0 with Conway voting yes, Watkins voting yes, Campanella voting yes, Reilly voting yes, and Goldrick voting yes.

MOTION to not adopt the Residential Exemption for Fiscal Year 2024 by Patty Conway, 2nd by David Reilly. Roll Call Vote: 5-0 with Conway voting yes, Watkins voting yes, Campanella voting yes, Reilly voting yes, and Goldrick voting yes,

MOTION to not adopt the Small Commercial Exemption for Fiscal Year 2024 by Patty Conway, 2nd by David Reilly. Roll Call Vote: 5-0 with Conway voting yes, Watkins voting yes, Campanella voting yes, Reilly voting yes, and Goldrick voting yes.

Mr. Harring clarified that the average residential bill will decrease by \$294.24 (if a house is assessed at \$450,712 which is the average single-family home).

MOTION to close the tax classification hearing by Patty Conway, 2nd by William Watkins. Roll Call Vote: 5-0 with Conway voting yes, Watkins voting yes, Campanella voting yes, Reilly voting yes, and Goldrick voting yes.

3. Approval of Minutes

MOTION to approve the open session minutes of October 4, 2023 and October 18, 2023, by Patty Conway, 2nd by David Reilly. Roll Call Vote: Conway voting yes, Watkins voting to abstain, Campanella voting to abstain on October 4th and yes on October 18th, Reilly voting yes, and Goldrick voting yes.

October 4th minutes – 3 in favor, 2 abstentions
October 18th minutes – 4 in favor, 1 abstention

4. Town Administrator's Report – no news to report.

5. Spear Fund Application – Ms. Rapoza said the application meets the criteria for Spear Fund gift.

Ms. Campanella asked for clarification on recipients of the fund. Ms. Conway asked for, and received clarification regarding applicant's ability to receive fuel assistance. Ms. Conway shared where citizens are able to apply for fuel assistance. Mr. Watkins had a question regarding grounds for denial.

MOTION to accept the Spear Fund Committee's recommendation and allow the fund to pay \$500 to fill up the oil tank for said resident by Patty Conway, 2nd by David Reilly. Roll Call Vote: 5-0 with Conway voting yes, Watkins voting yes, Campanella voting yes, Reilly voting yes, and Goldrick voting yes.

6. Public Hearing – 7:15pm – Cable Television License Renewal

MOTION to open the public hearing on Verizon cable television license renewal by Patty Conway, 2nd by David Reilly. Roll Call Vote: 5-0 with Conway voting yes, Watkins voting yes, Campanella voting yes, Reilly voting yes, and Goldrick voting yes.

Chair Goldrick read an opening statement and welcomed public comment:

- Zack Gorman from HCAM provided statements
- Citizens and students gave testimonials about the positive effects of HCAM

MOTION to continue the public hearing on Verizon cable television license renewal until December 20, 2023 by Patty Conway, 2nd by David Reilly. Roll Call Vote: 5-0 with Conway voting yes, Watkins voting yes, Campanella voting yes, Reilly voting yes, and Goldrick voting yes.

7. COA Feasibility Study Presentation by Habeeb & Associates Architects – Mr. Habeeb shared an executive summary of potential options.
 - Mr. Reilly asked question regarding original plans for the former JFK building
 - Mr. Watkins shared that he also had this discussion with Habeeb & Associates previously
 - Ms. Conway clarified questions she had about the plans that were shown
 - The Board continued to discuss the various options with proposed plans
 - Mr. Reilly asked for confirmation that the heating system would or would not need replacing
 - Ms. Hyland addressed the board regarding the feasibility study
 - Mr. Erskine asked Mr. Habeeb, via zoom, if the daycares shown on the plans were going to be early childhood or adult
8. License Renewals – The Select Board, Director Erskine, and Chief McFadden discussed the logistics of the license renewals and the businesses who are eligible.

On the Way General Store has outstanding violations; property owner is receptive and a follow-up inspection is scheduled.

MOTION to approve the following license renewals for 2024, aside from the one that is not in compliance, pending all obligations have been met by David Reilly, 2nd by Patty Conway. Roll Call Vote: 5-0 with Conway voting yes, Watkins voting yes, Campanella voting yes, Reilly voting yes, and Goldrick voting yes:

All Alcohol – Common Victualler

The Brook Kitchen & Tap - 200 South Franklin Street
The Connection Cafe - 40 Union Street
Golden Pacific Restaurant - 470 North Franklin Street
Lucky's 777 Bar & Grill - 777 Plymouth Street
Donahue's Pub - 783 South Franklin Street
The Viking Club - 220 South Franklin Street

All Alcohol – Package

Holbrook Liquors - 4 South Franklin Street
Highland Liquors - 464 North Franklin Street
Holbrook Community Package - 807 South Franklin Street
Holbrook Food Mart - 855 South Franklin Street

Wines & Malt – Common Victualed

On the Way General Store - 1 Beach Road – pending compliance

Wines & Malt – Package

Fast Lane Convenience - 230 Union Street

Holbrook Market - 247 Plymouth Street

T Square Food Shop - 31 North Franklin Street

9. Norfolk County 5-East Public Health Intermunicipal Agreement – Chair Goldrick shared information on this.

MOTION to authorize Interim Town Administrator Peter Morin to enter into the Norfolk County 5-East Public Health Intermunicipal Agreement with the Town of Randolph to participate in the MDPH Shared Services grant program by Patty Conway, 2nd by Pam Campanella. Roll Call Vote: 5-0 with Conway voting yes, Watkins voting yes, Campanella voting yes, Reilly voting yes, and Goldrick voting yes.

10. Sycamore Street Water Tank Replacement Options – Ms. Conway said the engineer for the tank is looking for a decision on the following:

- Does the Town want to include any provisions for mounting future cellular phone antennas to the tank?
- Does the Town want to include any provisions for future EMS communications antenna on the tank?

Mr. Watkins had a question about funding. Town Accountant provided insight with input from Interim Town Administrator Peter Morin. Chief McFadden provided information regarding historical information in that section of town.

11. Citizens' Forum –

Elaine Hyland (Precinct 2)

- Would the Select Board be receptive to holding office hours?
- COA Building Advisory Committee Appointment
- Procedure change with having payment receipts stamped – Treasurer/Collector replied via Zoom.
- Why are some businesses in town still using plastic bags?

12. MOTION to enter into executive session pursuant to 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 (Public Works Superintendent) and not to return to open session, by Katie Goldrick, 2nd by Patty Conway. Roll Call Vote: 4-0 with Conway voting yes, Watkins voting yes, Campanella voting yes, and Goldrick voting yes. Mr. Reilly recused himself.