

Town of Holbrook Annual Town Report 2022



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TOWN OF HOLBROOK

Town Hall, 50 North Franklin Street, Holbrook, MA 02343, Telephone 781-767-4312

To the Residents of the Town of Holbrook:

Attached is the 2022 Town of Holbrook Annual Report which provides a description of the services provided by all Town Departments as well as an update on our achievements over the past year. We are very proud of the accomplishments over the past year and look forward to the challenges that await us in the coming year. Below are some of the accomplishments of the Town:

Financial Management: As the Town continues to recover from the impacts of the COVID-19 global pandemic our financial position continues to strengthen. The largest recovery factor was the Town's successful effort to hire competent, professional public managers in the Town Administrator's Office, Department of Public Works, Town Accountant's Office, Veterans Agent, Conservation Commission, and Board of Health.

The Town's continued operational strength, as a result of successful Collective Bargaining strategies have led to efficient and positive work force operations in the Police, Fire, and Public Works departments supported by a successful Clerical Employees contract.

Our Finance Committee continues to lead us in fiscal prudence, as is demonstrated in the professionalism, commitment and thoughtfulness that they bring each year to the budget process. Recent general fund performance has reflected conservative expenditure estimates and, more recently, some COVID-19-related revenues, as well as building permits and construction revenues that have continued to come in stronger than budgeted. Unaudited figures for fiscal 2022, however, show a slight draw on reserves of about \$1.7million, or 3.6% of operating expenses, due to an increase in transfers out for one-time capital projects as a use of the town's free cash. Expectations for fiscal 2023 include no major budgetary deviations, and management expects the year to end in line with prior years.

Development: The Town submitted an amendment at the Annual Town meeting to the Town's Zoning By-Law to comply with the Commonwealth's MBTA Overlay District which was returned by Town Meeting to the Planning Board for further study. In doing so, the Town remains eligible for Smart Growth, Street Works and One-stop grant opportunities which will be critical as we continue to move forward to fund infrastructure improvements to support permitted and future development of the Union Street corridor. The new Holbrook Center Senior Housing project broke ground promising to deliver much needed Senior Housing in our downtown area; Old English Square began site preparations at their Union Street mixed use community on the Route 139 corridor. The COA Building Committee made a recommendation to site the future home of the Council on Aging at the former JFK School and has commissioned a feasibility study with Habeeb & Associates Architects, addressing the needs of our Senior community.

Public Works: Completed the long-awaited street and sidewalk improvements of the MA DOT Route #139 Corridor project. The Town also issued a change order to extend the South Franklin Street Ch. 90 paving project to include North Franklin Street beyond the intersection of Rt # 37 at Rt #139 to ensure a continuous pavement seam as a best practice supporting the integrity of the Town's Pavement Management Plan. The Town stabilized the management of the Department by hiring Keith Nastasia after a six-month vacancy in the Superintendent's position. The Select Board would like to thank Ms. Noreen Jordan and Mr. Dan Mulry who filled in admirably as a combined management team at the DPW while the Town began the search for a new Superintendent.

Public Safety:

- **Police:** Continued to manage the CARES Act Emergency Management reimbursement claims with the Commonwealth for the COVID-19 response of the Town's public safety agencies. Chief William Smith also procured over \$167K in new grant opportunities supplementing the capital needs of technology, officer safety, and on-site continuing education space within the public safety complex.
- **Fire:** Continued to improve its operational capabilities by providing Firefighters and Fire Officers with additional Firefighter safety and survival training. The Department procured a set of our Vehicle Extrication Tools with modern, battery-powered equipment thanks to a \$129,361.04 [Federal] Fiscal Year 2019 Assistance to Firefighters Grant (AFG) award from the Federal Emergency Management Agency. The Department received three grant awards from the Commonwealth of Massachusetts through the Executive Office of Public Safety and Security/Department of Fire Services: a 2022 Student Awareness of Fire Education (SAFE) Grant, a 2022 Senior SAFE Grant, and a 2022 Firefighter Safety Equipment Grant.
- **Communications:** The Communications Department continued to expand by entering into an Inter-Municipal Agreement with the Town of Sherborn to assume dispatch responsibilities associated with the Sherborn Police and Fire Departments. The HRECC operation continues to expand as we will be adding additional Telecommunicators, an Operations Manager and a Training Coordinator to our team. We continue to meet with prospective partner agencies to discuss the benefits of regionalization and seek to continue progressive growth. Director Stephan Hooke was awarded APCO International's 2021 Director of the Year Award. Deputy Director Mielke was nominated for and awarded APCO Atlantic Director of the Year

Highlights:

FY2022 welcomed the addition of several new faces to the leadership team of Town Hall team. Beginning with the hiring of Mr. Gregory M. Hanley as the new Town Administrator followed by the appointments of Mr. Keith Nastasia - DPW Superintendent, Ms. Abbey Myers - Health Agent, Mr. Dale Kurtz - Veterans Agent, Ms. Elizabeth Zaleski - Town Accountant, Ms. Kara Nyman - Assistant Town Administrator, and Ms. Heather Charles Lis - Conservation Agent.

Mr. William Watkins was re-elected to a 3-year term on the Select Board in April of 2022. Mr. Watkins is the first African American to be elected to the Holbrook Select Board.

The Town created a PFAS mitigation fund to assist residents after the public water source detected PFAS chemical limits above MA DEP drinking water standards. The Town procured and distributed 5-gallon jugs and pumps, installed a new Blue Drop drinking water kiosk at the Brookville Baptist Church and supported immuno-challenged residents with individual assistance plans in securing PFAS free reasonable accommodation with \$150,000 set aside to help residents deal with this public health crisis.

The Town also voted to authorize borrowing of up to \$21 million dollars as its share of the construction costs of the new Tri-Town Water Treatment Plant with its municipal partners - the Town of Randolph and the Town of Braintree. The Town has procured 0% financing and 12% loan forgiveness as an Environmental Justice community and committed 100% of its American Rescue Plan proceeds of 2.3 million to reduce costs of borrowing for the project.

The Town of Holbrook kicked-off a yearlong 150th birthday party for its Sesquicentennial Anniversary. Many wonderful events took place throughout the year ending in a grand parade to celebrate the Town's rich history and its unique leap year birthday date. These events were very well received by the community and were a tribute to the many resident volunteers that put in an extraordinary effort to help residents feel the pride of being a part of a community with such great community spirit – Holbrook.

We want to thank the hard-working town employees and the many dedicated volunteers who serve on our Boards and Committees for their commitment and solidarity in making the Town of Holbrook a great place to live and raise a family!

Respectfully submitted,

Daniel Lee, Chair
Pamela Campanella, Vice Chair
Lindsay Vayda, Clerk
William Watkins, Associate
David Reilly, Associate

Gregory M. Hanley, Town Administrator

2022 HOLBROOK SELECT BOARD

TOWN CLERK

Mission Statement: The Office of the Town Clerk is committed to providing quality Services and information to the residents of Holbrook. Key responsibilities of the Town Clerk's Office include: Administration of Public Elections, management of all Town Vital records, and various licenses and fees. Specific services are described below.

Description of Services:

Records – Responsible for filing minutes & Official postings maintaining and issuing certified copies of all births, deaths and marriages; creating reports, tracking all appointments and resignations of Town Officials. The Town clerk's Office is the main depository for requests for public information. This year 2022 we recorded 119 Births, 118 Deaths and 78 Marriages.

Licenses – The Town Clerk's Office oversees the issuance, maintenance and administration of all New businesses and annually renews licenses to approximately 300 Businesses. We license liquor, livery, taxi drivers, Christmas tree vendors, all restaurants, ice cream trucks, Laundromats, salons and retail establishments – coordinating all paperwork and inspections with Inspectional Services. We also issue approximately 1325 dog licenses annually and track the rabies information for the dogs. We report the business licenses to the Department of Revenue and our Town Assessor, annually. Preparation of all regular and special permit for Board of Appeals and All Planning Board applications.

Elections – Conduct every aspect of running local, state and federal elections including processing nomination papers, ballot preparation, training of election staff, preparation of polling locations, election reporting and maintaining voter registrations, maintain voter lists, daily maintenance of state database from the registry of Motor Vehicles and the Secretary of State's Office.

Census – Prepare annual census mailing to over 12, 000 homes, updating all changes to print Annual Street List Books and provide student lists and updates to the school department.

Ethics Compliance(since 2010) The Town Clerk is the designated liaison between the Town of Holbrook and the State Ethics Commission. Distribution of mandated information and online education is coordinated thru this office for all town employees (including school and public safety) as well as volunteers.

Other: other services provided by the Town Clerk include; Flammable Storage License and Records, Marijuana fines custodian, Raffle Licenses, Yard Sale Permits, Parking Clerk and Hearing Officer, Burial Agent, Notary Public, and Justice of the Peace Swearing in of Firemen, Police Officers and Town Officials.

Staffing: Town Clerk, 1 Full time Assistant and 1 Fulltime Principal Clerk.

ACCOUNTING DEPARTMENT

MISSION STATEMENT:

To maintain and ensure the integrity of the Town's financial records and accounting system in an efficient manner, and to maximize financial operations to enhance the overall financial health of the Town.

LEGAL REQUIREMENTS:

Chapter 41, section 48-61, Officers and Employees; Auditor/Accountant; Chapter 44, inclusive, Municipal Finance, Massachusetts General Laws.

GOVERNMENTAL FUNDS (UNAUDITED)
BALANCE SHEET

JUNE 30, 2022

	General	School Building Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents.....	\$ 5,714,897	\$ 484,889	\$ 6,330,175	\$ 12,529,961
Investments.....	3,362,363	-	54,002	3,416,365
Receivables, net of uncollectibles:				
Real estate and personal property taxes.....	1,883,111	-	-	1,883,111
Tax liens.....	1,908,758	-	-	1,908,758
Motor vehicle and other excise taxes.....	343,619	-	-	343,619
Departmental and other.....	-	-	410,955	410,955
Intergovernmental.....	45,541	-	987,398	1,032,939
Tax foreclosures.....	1,204,545	-	-	1,204,545
TOTAL ASSETS.....	\$ 14,462,834	\$ 484,889	\$ 7,782,530	\$ 22,730,253
LIABILITIES				
Warrants payable.....	\$ 1,117,573	\$ -	\$ 179,522	\$ 1,297,095
Accrued liabilities.....	64,000	-	-	64,000
Other liabilities.....	37,543	-	282,707	320,250
Unearned revenue.....	-	-	241,517	241,517
Notes payable.....	-	-	543,000	543,000
TOTAL LIABILITIES.....	1,219,116	-	1,246,746	2,465,862
DEFERRED INFLOWS OF RESOURCES				
Taxes paid in advance.....	50,263	-	-	50,263
Unavailable revenue.....	4,989,945	-	676,838	5,666,783
TOTAL DEFERRED INFLOWS OF RESOURCES.....	5,040,208	-	676,838	5,717,046
FUND BALANCES				
Nonspendable.....	-	-	11,468	11,468
Restricted.....	-	484,889	5,847,478	6,332,367
Assigned.....	730,002	-	-	730,002
Unassigned.....	7,473,508	-	-	7,473,508
TOTAL FUND BALANCES.....	8,203,510	484,889	5,858,946	14,547,345
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES.....	\$ 14,462,834	\$ 484,889	\$ 7,782,530	\$ 22,730,253

See notes to basic financial statements.

GOVERNMENTAL FUNDS (UNAUDITED)
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2022

	General	School Building Fund	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:				
Real estate and personal property taxes, net of tax refunds.....	\$ 28,803,832	\$ -	\$ -	\$ 28,803,832
Tax liens.....	108,137	-	-	108,137
Motor vehicle and other excise taxes.....	1,743,684	-	-	1,743,684
Charges for services.....	848,602	-	1,807,185	2,655,787
Penalties and interest on taxes.....	290,009	-	-	290,009
Fees and rentals.....	193,918	-	-	193,918
Payments in lieu of taxes.....	6,509	-	-	6,509
Licenses and permits.....	386,132	-	-	386,132
Fines and forfeitures.....	10,154	-	-	10,154
Intergovernmental - teachers retirement.....	2,203,647	-	-	2,203,647
Intergovernmental - other.....	11,192,234	-	7,327,747	18,519,981
Departmental and other.....	2,283	-	36,606	38,889
Contributions and donations.....	-	-	32,594	32,594
Investment income/(loss).....	(57,181)	-	(7,616)	(64,797)
TOTAL REVENUES.....	45,731,960	-	9,196,516	54,928,476
EXPENDITURES:				
Current:				
General government.....	808,090	-	532,111	1,340,201
Financial services.....	810,937	-	-	810,937
Inspectional services.....	340,402	-	-	340,402
Public safety.....	7,540,368	-	3,438,980	10,979,348
Education.....	17,621,027	-	2,634,357	20,255,384
Public works.....	2,318,201	-	1,764,785	4,082,986
Health and human services.....	-	-	168,757	168,757
Public services.....	629,484	-	57,988	687,472
Library.....	-	-	950	950
Pension benefits - teachers retirement.....	2,203,647	-	-	2,203,647
Insurance.....	806,834	-	-	806,834
Employee benefits.....	8,650,003	-	-	8,650,003
State and county charges.....	1,336,271	-	-	1,336,271
Debt service:				
Principal.....	1,964,999	-	-	1,964,999
Interest.....	1,273,029	-	4,757	1,277,786
TOTAL EXPENDITURES.....	46,303,292	-	8,602,685	54,905,977
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	(571,332)	-	593,831	22,499
OTHER FINANCING SOURCES (USES):				
Premium from issuance of notes.....	-	-	79,185	79,185
Proceeds from the sale of capital assets.....	-	-	101,000	101,000
Transfers in.....	2,163,701	-	2,589,917	4,753,618
Transfers out.....	(2,762,277)	-	(1,867,238)	(4,629,515)
TOTAL OTHER FINANCING SOURCES (USES).....	(598,576)	-	902,864	304,288
NET CHANGE IN FUND BALANCES.....	(1,169,908)	-	1,496,695	326,787
FUND BALANCES AT BEGINNING OF YEAR.....	9,373,418	484,889	4,362,251	14,220,558
FUND BALANCES AT END OF YEAR.....	\$ 8,203,510	\$ 484,889	\$ 5,858,946	\$ 14,547,345

See notes to basic financial statements.

HOLBROOK

Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2022
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary	Account	Totals (Memorandum Only)
	General	Special	Capital	Enterprise	Internal	Fund Types	Groups	
		Revenue	Projects		Services	Trust and Agency	Long-term Debt	
ASSETS								
Cash and cash equivalents	4,338,148.91	3,029,037.77	9,403,803.16	1,263,988.45		6,078,395.97		24,113,374.26
Investments								0.00
Receivables:								
Personal property taxes	137,357.76							137,357.76
Real estate taxes	1,505,677.00							1,505,677.00
Allowance for abatements and exemptions	(1,745,978.72)							(1,745,978.72)
Tax liens	2,372,923.72							2,372,923.72
Deferred taxes	149,533.61							149,533.61
Motor vehicle excise	487,546.97							487,546.97
Other excises	3,590.00							3,590.00
User fees				615,688.98				615,688.98
Tax Title				115,867.45				115,867.45
Utility liens added to taxes				109,072.43				109,072.43
Departmental								
Special assessments				99,461.09				99,461.09
Due from other governments	45,541.00							45,541.00
Other receivables	0.00			643.94				643.94
Foreclosures/Possessions	1,204,545.15							1,204,545.15
Prepays								0.00
Due to/from other funds								0.00
Working deposit								0.00
Inventory								0.00
Fixed assets, net of accumulated depreciation								0.00
Amounts to be provided - payment of bonds							39,534,496.20	39,534,496.20
Amounts to be provided - vacation/sick leave								0.00
Total Assets	8,498,068.56	3,567,101.31	9,403,803.16	2,204,722.34	0.00	6,078,395.97	39,534,496.20	69,286,587.54

LIABILITIES AND FUND EQUITY

Liabilities:		
Warrants payable		0.00
Accounts payable		0.00
Accrued payroll		0.00
Withholdings		0.00
Accrued claims payable		0.00
Due to/from other funds		0.00
Due to other governments		0.00
Other liabilities	87,806.03	87,806.03

Deferred revenue:										
Real and personal property taxes	(102,943.96)								115,867.45	(102,943.96)
Tax liens	2,372,923.72									2,488,791.17
Deferred taxes	149,533.61									149,533.61
Foreclosures/Possessions	1,204,545.15									1,204,545.15
Motor vehicle excise	487,546.97									487,546.97
Other excises	3,590.00									3,590.00
User fees								615,688.98		615,688.98
Utility liens added to taxes								109,072.43		109,072.43
Departmental		538,063.54								537,246.65
Special assessments								99,461.09		99,461.09
Due from other governments										0.00
Other receivables	0.00						643.94			643.94
Deposits receivable	0.00									0.00
Prepaid taxes/fees	0.00									0.00
Tailings	0.00									0.00
IBNR										0.00
Agency Funds									350,493.30	350,493.30
Notes payable			8,436,499.00							8,436,499.00
Bonds payable									39,534,496.20	39,534,496.20
Vacation and sick leave liability										0.00
Total Liabilities	4,202,184.63	538,063.54	8,436,499.00	940,733.89	0.00	350,493.30			39,534,496.20	54,002,470.56
Fund Equity:										
Reserved for encumbrances	682,766.75									682,766.75
Reserved for expenditures			967,304.16	73,487.24						1,040,791.40
Reserved for continuing appropriations										0.00
Reserved for petty cash										0.00
Reserved for appropriation deficit	0.00									0.00
Reserved for snow and ice deficit	(340,696.02)									(340,696.02)
Reserved for COVID-19 deficit										0.00
Reserved for debt service										0.00
Reserved for premiums										0.00
Reserved for working deposit										0.00
Undesignated fund balance	3,953,813.20	3,029,037.77		1,190,501.21						13,901,254.85
Unreserved retained earnings										0.00
Investment in capital assets										0.00
Total Fund Equity	4,295,883.93	3,029,037.77	967,304.16	1,263,988.45	0.00	5,727,902.67			0.00	15,284,116.98
Total Liabilities and Fund Equity	8,498,068.56	3,567,101.31	9,403,803.16	2,204,722.34	0.00	6,078,395.97			39,534,496.20	69,286,587.54
PROOF BALANCE SHEET IS IN BALANCE										
	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00

HOLBROOK
General Fund Accounts Receivable Detail
as of June 30, 2022
(Unaudited)

Account Number	Account Name	Accounts Receivable	Deferred Revenue	Receipts thru 9/30/2022	Remaining Receivable 6/30/2022
01-1700-1725	DUE FROM COMMONWEALTH	45,541.00	0.00	45,541.00	0.00
01-1290	IN LIEU OF TAXES	(816.84)	(816.84)	1,219.17	0.00
Total General Fund Accounts Receivable Detail		44,724.16	(816.84)	46,760.17	0.00

HOLBROOK
Special Revenue Fund Balance Detail
as of June 30, 2022
(Unaudited)

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Fund Balance 6/30/2022	Receipts thru 9/30/2022	BAN's	Remaining Deficit 6/30/2022
22- LUNCH	OSR- SCHOOL LUNCH			426,515.34			0.00
23-2301	FEDERAL GRANTS-COMMUNITY DEVELOPMENT PRE 93			31,616.48	10.91		0.00
23-2302	FEDERAL GRANTS-COMMUNITY DEVELOPMENT POST 93			182,552.82	1,345.05		0.00
23-2310	FEDERAL GRANTS - CDBG GRANT			86.24	4,066.63		0.00
24-0100	FEDERAL GRANTS- CVRF PREVENTION PROGRAM			387.06			0.00
24-0101	FEDERAL GRANTS-FOUNDATION RESERVE			100,215.15			0.00
24-0115	FEDERAL GRANTS- ESSER II			(38,691.43)	49,891.00		0.00
24-0119	FEDERAL GRANTS-ESSER III			83,933.51	13,403.00		0.00
24-0140	FEDERAL GRANTS - TITLE IIA			(5,045.29)	8,218.00		0.00
24-0240	FEDERAL GRANTS - 94-142 SPED ENT.			264,436.00			0.00
24-0252	FEDERAL GRANTS-FY22 ARP IDEA			(3,361.37)	3,362.00		0.00
24-0262	FEDERAL GRANTS - EARLY CHILDHOOD			311.02			0.00
24-0264	FEDERAL GRANTS- FY22 ARP IDEA EC			(578.78)	4,947.00		0.00
24-0274	FEDERAL GRANTS - SPED PROGRAM IMPROVEMENTS			0.00			0.00
24-0298	FEDERAL GRANTS- SPED EARLY CHILDHOOD			0.00			0.00
24-0302	FEDERAL GRANTS-AMERICAN RESCUE PLAN			(6,197.00)	6,197.00		0.00
24-0305	FEDERAL GRANTS - TITLE I			90,605.61			0.00
24-0309	FEDERAL GRANTS - TITLE VI			10,249.00			0.00
24-2420	FEDERAL GRANTS- CLICK IT OR TICKET			3,619.97	7,400.58		0.00
24-2422	FEDERAL GRANTS - EOPS TRAFFIC ENF & EQUIPT			(10,775.00)			(10,775.00)
24-2423	FEDERAL GRANTS- FIREFIGHTER ASSISTANCE GRANT			(3,095.43)	4,937.17		0.00
24-2424	FEDERAL GRANTS - MEMA EMPG GRANT			65.00			0.00
24-2427	FEDERAL GRANTS-COVID CARES CVRF			0.00			0.00
24-2428	FEDERAL GRANTS-COVID-19 FEMA			0.00			0.00
24-2429	FEDERAL GRANTS-FEMA VACCINE			0.00			0.00
24-2432	FEDERAL GRANTS- BYRNE JAG GRANT			(179.00)			(179.00)
24-2433	FEDERAL GRANTS-NEU FUNDING			397,458.39	577,404.08		0.00
24-2460	FEDERAL GRANTS- MUSEUM & LIBRARY GRANTS			18.06			0.00
25-0990	OTHER GRANTS HCAM TEACHER GRANT			0.00			0.00
25-0993	OTHER GRANTS-HPHC COM SPIRIT			0.00			0.00
25-0994	OTHER GRANTS-COOLING OFF MENTHOL			500.00			0.00
25-0995	OTHER GRANTS AXA FOUNDATION MHS PROF			1,000.00			0.00
25-0996	OTHER GRANTS - HPHC CS 9/11 BASKETBALL UNIFORM			0.00			0.00
25-0997	OTHER GRANTS 84 MOVEMENT GRANT			2,500.00			0.00
25-0998	STATE GRANTS- PROJECT LEAD THE WAY			24,400.00			0.00
25-0999	STATE GRANTS-MEAL SUPPORT POJECT BREAD			0.00			0.00
25-2501	STATE GRANTS-CHNA AREA 22 PLANNING			1,908.23			0.00
25-2502	STATE GRANTS-COA EARMARK			92,496.05			0.00
25-2506	STATE GRANTS- COMPLETE STREETS			0.00			0.00
25-2507	STATE GRANTS-PFAS1			0.00			0.00
25-2508	STATE GRANTS- EARMARK FIELD IMPROVEMENTS			0.00			0.00
25-2509	STATE GRANTS-CCC IT GRANT PHONES			9,995.00			0.00
25-2510	STATE GRANTS- POLLING HOURS			0.00			0.00
25-2511	STATE GRANTS-EARLY VOTING			0.00			0.00
25-2522	STATE GRANTS - MASS MED PROJECT			1,052.42			0.00
25-2523	STATE GRANTS-EOPSS EARMARK			0.00			0.00

Special Revenue Fund Balance Detail
as of June 30, 2022
(Unaudited)

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Fund Balance 6/30/2022	Receipts thru 9/30/2022	BAN's	Remaining Deficit 6/30/2022
25-2524	STATE GRANTS - RIOT GEAR CSTF EOPSS			(750.52)			(750.52)
25-2525	STATE GRANTS - PSB TRAINING ROOM			0.00			0.00
25-2526	STATE GRANTS - FY22 LEGISLATIVE POLICE EQUIPMENT			0.00			0.00
25-2532	STATE GRANTS - FIRE SAFE			4,575.00			0.00
25-2533	STATE GRANTS - FIRE SENIOR SAFE			2,855.00			0.00
25-2534	STATE GRANTS - FY22 FF EQUIPMENT GRANT			(6,000.00)	6,000.00		0.00
25-2540	STATE GRANTS - 911 SUPPORT & INCENTIVE			(302,832.10)	312,751.00		0.00
25-2541	STATE GRANTS - TRAINING & EMD			(27,746.58)	26,792.84		(953.74)
25-2542	STATE GRANTS - HAZMAT RESPONSE DISPATCH			0.00			0.00
25-2543	STATE GRANTS - DISPATCH DEVELOPMENT			(630,249.75)	786,680.00		0.00
25-2546	STATE GRANTS - 911 MEDICAL DISPATCH PROGRAM			0.00			0.00
25-2550	STATE GRANTS - SHAR FED/STATE GRANT			21,734.83	0.68		0.00
25-2552	STATE GRANTS - NACCHO			8,857.61			0.00
25-2561	STATE GRANTS - BOH MAHB CELL PHONE GRANT			436.59			0.00
25-2562	STATE GRANTS - BREAKING ROADBLOCKS			182.74			0.00
25-2563	STATE GRANTS - COVID 19 BOH GRANT			5,801.36			0.00
25-2564	STATE GRANTS - BIDLs IMMUNIZATION FUNDING			2,225.27	1,250.00		0.00
25-2565	STATE GRANTS -POLICE AED GRANT			1,405.00			0.00
25-2570	STATE GRANTS - COA FORMULA GRANT			18,059.10			0.00
25-2571	STATE GRANTS - ARPA SOUTH SHORE ELDERs GRANT			0.00			0.00
25-2580	STATE GRANTS-STATE AID TO LIBRARIES			54,956.13			0.00
25-2582	STATE GRANTS-LIBRARY LCC GRANT			0.00			0.00
25-2590	STATE GRANTS-LOCAL ARTS LOTTERY			15,039.53	0.23		0.00
25-2650	STATE GRANTS - FIRE ALARM INSTALL			(18,731.87)	26,280.13		0.00
26-1340	RRFA-AMBULANCE	538,063.54	538,063.34	838,794.24			0.00
26-2610	RRFA-SALE OF REAL ESTATE			185,497.00			0.00
26-2670	RRFA-DEBT PREMIUMS			81,460.27			0.00
26-2672	RRFA-WATER METERS 11/13/17 #22			6,220.89			0.00
26-2674	RRFA-PREMIUMS ON PSB INTERIOR FY20			6,076.22			0.00
26-2675	RRFA-PREMIUMS ON TRI-TOWN PLANT			50,358.66			0.00
26-2676	RRFA-PREMIUM ON JOINT WATER PROJECT			10,629.80			0.00
26-2677	RRFA-PREMIUM ON DAM REPAIR			8,349.54			0.00
26-2680	RRFA-TNC SURCHARGE			6,739.90			0.00
26-2640	RRFA- WETLANDS PROJECTION			26,893.91			0.00
26-2650	RRFA-FIRE ALARM SYSTEM			12,486.70			0.00
27-0810	REV-SCHOOL ATHLETICS			2,742.07			0.00
27-0811	REV-MUSCIAL INSTRUMETNS			100.00			0.00
27-0820	REV-SUMMER SCHOOL			20,816.42			0.00
27-0830	REV-SCHOOL LOST MATERIALS			22.98			0.00
27-0831	REV-SCHOOL LOST / REPAIR EQUIP,ENT			9,955.67	664.00		0.00
27-0850	REV-PRESCHOOL TUITION			(600.00)			0.00
27-0860	REV-NON RES FOSTER TUITION			20,000.00			0.00
27-0870	STATE GRANTS REV-CIRCUIT BREAKER			670,006.45			0.00
27-0875	STATE GRANTS REV-SCHOOL CHOICE			99,933.93			0.00
27-0890	REV-SCHOOL USE OF FACILITIES			45,146.15			0.00
27-2710	REV-INSURANCE RECOVERY			10,644.40			0.00
27-2720	REV-DRUG FORFEITURE			2,030.03			0.00

Special Revenue Fund Balance Detail
as of June 30, 2022
(Unaudited)

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Fund Balance 6/30/2022	Receipts thru 9/30/2022	BAN's	Remaining Deficit 6/30/2022
27-2721	REV-DEA DROP-IN PROGRAM			2,034.72			0.00
27-2740	REV-NORFOLK COUNTY DISPATCH			(3,875.00)			(3,875.00)
27-2775	REV-RECREATION REVOLVING			6,706.82			0.00
29-0900	GIFTS & OTHER SCHOOL GIFT			21,761.59			0.00
29-0902	GIFTS & OTHER PEACE POLE			926.07			0.00
29-0903	GIFTS & OTHER DECOMM CEREMONIES			105.59			0.00
29-0904	GIFTS & OTHER SCHOOL ATHLETIC GIFTS			731.47			0.00
29-0905	GIFTS & OTHER BRICKS FOR WALKWAY			2,389.05			0.00
29-0907	GIFTS & OTHER ABINGTON BANK GREEN GIFTS			8,396.97			0.00
29-0909	GIFTS & OTHER MHS CREDIT FOR LIFE ENVISION			2,086.28			0.00
29-0910	GIFTS & OTHER JFK SCHOOL GIFTS			250.00			0.00
29-0912	GIFTS & OTHER MHS CONNECTING ACTIVITIES			1,788.77			0.00
29-2910	GIFTS & OTHER COVANTA/SEMASS FUEL			152.62			0.00
29-2911	GIFTS & OTHER BENCH REFINISHING			1,700.00			0.00
29-2920	GIFTS & OTHER PUBLIC SAFETY GIFTS			1,113.19			0.00
29-2922	GIFTS & OTHER CELEBRATION - TOWN			750.00			0.00
29-2926	GIFTS & OTHER POLICE K-9 GIFT			5,470.22			0.00
29-2930	GIFTS & OTHER FIRE GIFTS			458.20			0.00
29-2935	GIFTS & OTHER ANIMAL CONTROL GIFTS			44,741.68			0.00
29-2939	GIFTS & OTHER FORESTRY GIFTS			3.24			0.00
29-3950	GIFTS & OTHER BOH DONATIONS			229.87			0.00
29-3955	GIFTS & OTHER COA			2,016.77			0.00
29-2960	GIFTS & OTHER LIBRARY GIFTS			3,488.62			0.00
29-2970	GIFTS & OTHER HISTORICAL COMM. GIFTS			341.41			0.00
29-2980	GIFTS & OTHER MEMORIAL DAY			26.79			0.00
29-2981	GIFTS & OTHER FESTIVAL OF LIGHTS			1,500.00			0.00
29-2982	GIFTS & OTHER WE REMEMBER ROAD RACE			192.14			0.00
29-2990	GIFTS & OTHER LCC (CULTURAL COUNCIL)			1,430.07			0.00
Total Special Revenue		538,063.54	538,063.34	3,029,037.77	26,944.36	-	(16,533.26)

HOLBROOK
Capital Project Fund Balance Detail
as of June 30, 2022
(Unaudited)

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Fund Balance 6/30/2022	Receipts thru 9/30/2022	BAN's 6/30/2022	BAN's / Debt Issued 7/1/2022 - 9/30/2022	Remaining Deficit 6/30/2022
35-3511	WATER CAPITAL-POND STREET			79,486.63				0.00
35-3513	WATER CAPITAL-GREAT POND DAM REPAIR			2,554.02				0.00
35-3514	WATER CAPITAL - WATER MAIN IMPROVEMENTS			68,365.74				0.00
35-3517	WATER CAPITAL- TRITOWN WATER PLANT PRJ			39,502.15				0.00
35-3518	WATER CAPITAL-WATER METER PROJECT			181,663.38				0.00
35-3519	WATER CAPITAL - TT WTR PLANT			(907,315.17)		907,315.17		0.00
35-3520	WATER CAPITAL-JOINT WATER INFRASTRUCTURE			(1,143,880.28)		1,143,880.28		0.00
35-3521	WATER CAPITAL-LAKE HOL DAM REPLACEMENT			0.00				0.00
35-3522	WATER CAPITAL-WATER STORAGE SYCAMORE			54,500.00				0.00
34-3400	SEWER CAPITAL-SEWERAGE SYSTEM PH3-6			39,112.42				0.00
34-3403	SEWER CAPITAL-REVERE STREET DRAINAGE			(33,803.44)		500,000.00		0.00
32-MSBA	SCHOOL CAPITAL- MSBA PROJECT			484,888.86				0.00
33-CHP90	CAPITAL CH90			(5,183.64)	2,991.64			(2,192.00)
30-3013	CAPITAL PLANNING-2013			4,171.99				0.00
30-3017	CAPITAL PLANNING-2017			1,105.66				0.00
30-3018	CAPITAL PLANNING-2018			83,000.00				0.00
30-3019	CAPITAL PLANNING-2019			15,000.00				0.00
30-3020	CAPITAL PLANNING-2020			6,687.77				0.00
30-3021	CAPITAL PLANNING-2021			0.00				0.00
30-3022	CAPITAL PLANNING-2022			2,390,877.75				0.00
31-3134	CAPITAL PROJECTS PSB EXTERIOR RENO			(266,988.18)		266,988.18		0.00
31-3135	CAPITAL PROJECTS PSB INTERIOR IMPR			(124.65)				(124.65)
31-3140	CAPITAL PROJECTS-WEY/SYC/PINE LIGHTS			2,288.50				0.00
31-3148	CAPITAL PROJECTS-UNION STREET TAKINGS			111,962.03				0.00
31-3149	CAPITAL PROJECTS -LAKE HOLBROOK DAM REPAIRS			(240,567.38)		240,567.38		0.00
Total Capital Projects Fund Balance				967,304.16	2,991.64	3,058,751.01	0.00	(2,316.65)

HOLBROOK
Combining Balance Sheet - Enterprise Funds
as of June 30, 2022
(Unaudited)

	SOLID WASTE 60 Enterprise Fund	PEG ACCESS 62 Enterprise Fund	SEWER 65 Enterprise Fund	WATER 68 Enterprise Fund	(Insert Name) Enterprise Fund	(Insert Name) Enterprise Fund	(Insert Name) Enterprise Fund	Totals (Memorandum Only)
ASSETS								
Cash and cash equivalents	(71,421.81)	9.30	337,441.04	997,959.92				1,263,988.45
Investments								0.00
Receivables:								
User Fees	60,363.83		238,499.69	316,825.46				615,688.98
Tax Title	2,877.79		76,052.52	36,937.14				115,867.45
Special assessments			99,461.09					99,461.09
Utility liens added to taxes	15,240.94		48,751.45	45,080.04				109,072.43
Tax foreclosures								0.00
Departmental								0.00
Other receivables				643.94				643.94
Due from other governments								0.00
Due to/from other funds								0.00
Prepays								0.00
Inventory								0.00
Fixed assets, net of accumulated depreciation								0.00
Amounts to be provided - vacation and sick leave								0.00
Total Assets	7,060.75	9.30	800,205.79	1,397,446.50	0.00	0.00	0.00	2,204,722.34
LIABILITIES AND FUND EQUITY								
Liabilities:								
Accounts payable								0.00
Warrants payable								0.00
Accrued payroll and withholdings								0.00
Other liabilities								0.00
Deferred revenue:								
User Charges	60,363.83		238,499.69	316,825.46				615,688.98
Tax Title	2,877.79		76,052.52	36,937.14				115,867.45
Special assessments	0.00		99,461.09					99,461.09
Utility liens added to taxes	15,240.94		48,751.45	45,080.04				109,072.43
Tax foreclosures								0.00
Departmental								0.00
Other receivables				643.94				643.94
Due from other governments								0.00
Due to other governments								0.00
Due to/from other funds								0.00
Vacation and sick leave liability								0.00
Total Liabilities	78,482.56	0.00	462,764.75	399,486.58	0.00	0.00	0.00	940,733.89
Fund Equity:								
Reserved for encumbrances	58,924.20		12,600.41	1,962.63				73,487.24
Reserved for expenditures								0.00
Reserved for continuing appropriations								0.00
Reserved for petty cash								0.00
Reserved for appropriation deficit								0.00
Reserved for debt service								0.00
Unreserved retained earnings	(130,346.01)	9.30	324,840.63	995,997.29				1,190,501.21
Investment in capital assets								0.00
Total Fund Equity	(71,421.81)	9.30	337,441.04	997,959.92	0.00	0.00	0.00	1,263,988.45
Total Liabilities and Fund Equity	7,060.75	9.30	800,205.79	1,397,446.50	0.00	0.00	0.00	2,204,722.34
PROOF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

HOLBROOK
Trust Fund Balance Detail
as of June 30, 2022
(Unaudited)

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Fund Balance 6/30/2022	Receipts thru 9/30/2022	BAN's	Remaining Deficit 6/30/2022
81-8110	NON-EXPENDABLE EF TILDEN SCHOLARSHIP			2,500.00			0.00
81-8115	NON-EXPENDABLE EM SULLIVAN SCHOLARSHIP			6,155.00			0.00
81-8120	NON-EXPENDABLE BV MCLAUGHLIN SCHOLARSHIP			50,000.00			0.00
81-8125	NON-EXPENDABLE MF CRAIG SCHOLARSHIP			10,000.00			0.00
81-8130	NON-EXPENDABLE MW CAREY SCHOLARSHIP			26,000.00			0.00
83-8340	NON-EXPENDABLE ALDEN BASS CEMETERY			450.00			0.00
83-8341	NON-EXPENDABLE FW WILLIAMS CEMETERY			175.00			0.00
83-8342	NON-EXPENDABLE HA RAYMOND CEMETERY			150.00			0.00
83-8343	NON -EXPENDABLE GW DREW CEMETERY			300.00			0.00
83-8344	NON-EXPENDABLE SA TITUS CEMETERY			100.00			0.00
83-8370	NON - EXPENDABLE PARK FUND			2,000.00			0.00
83-8375	NON-EXPENDABLE PLAYGROUND STOCK			3,292.27			0.00
83-8410	NON-EXPENDABLE SPEAR FUND			5,000.00			0.00
20-2010	STABILIZATION FUND			3,179,802.33			0.00
20-2020	CAPITAL STABILIZATION FUND			109,329.60			0.00

Trust Fund Balance Detail
as of June 30, 2022
(Unaudited)

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Fund Balance 6/30/2022	Receipts thru 9/30/2022	BAN's	Remaining Deficit 6/30/2022
	SPECIAL EDUCATION RESERVE						
20-2030	FUND			372,206.10			0.00
84-8420	CONSERVATION FUND			168.68			0.00
84-8425	CON. COMM. VEG. CONTROL POST EMPLOYMENT TRUST			14,115.49			0.00
75-OPEB	FUND			1,643,075.53			0.00
82-8210	EF TILDEN SCHOLARSHIP			413.84			0.00
82-8215	BV SULLIVAN SCHOLARSIP			866.54			0.00
	MF MCLAUGHLIN						
82-8220	SCHOLARSHIP			5,277.93			0.00
82-8225	MF CRAIG SCHOLARSHIP			810.69			0.00
82-8225	MW CAREY SCHOLARSHIP			12,734.57			0.00
82-8240	TOWN SCHOLARSHIP			8,735.43			0.00
82-8250	SCHOOL SCHOLARSHIP			74,763.08			0.00
82-8255	P TANNER SCHOLARSHIP			86,709.28			0.00
84-8405	COMPENSATED ABSENCES			84,646.92			0.00
84-8410	SPEAR FUND			19,314.65			0.00
84-8440	ALDEN BASS CEMETERY			709.65			0.00
84-8441	FW WILLIAMS CEMETERY			316.29			0.00
84-8442	HA RAYMOND CEMETERY			207.88			0.00
84-8443	GW DREW CEMETERY			63.99			0.00
84-8444	SA TITUS CEMETERY			21.36			0.00
84-8450	VETERANS MEMORIAL			4,366.29			0.00
84-8470	PARK FUND			120.37			0.00
84-8480	M. CAREY HISTORICAL			3,003.91			0.00
86-2020	INJURED ON DUTY 2020			0.00			0.00
86-8021	INJURED ON DUTY 2021			0.00			0.00
Total Expendable Trust Fund Balance				5,727,902.67	0.00	0.00	0.00

HOLBROOK
Agency Fund Detail
as of June 30, 2022
(Unaudited)

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Balance 6/30/2022	Receipts thru 9/30/2022	BAN's	Remaining Deficit 6/30/2022
88-881	ELEMENTARY STUDENT ACTIVITIES			4,705.08			0.00
88-883	MS/HS STUDENT ACTIVITIES			30,569.52			0.00
89-2100-2141	TEACHERS RETIREMENT W/H			(9,321.59)	12,410.54		0.00
89-2100-2150	GIC HEALTH INSURANCE			264,866.63			0.00
89-2100-2152	GROUP LIFE INSURANCE W/H			2,055.38			0.00
89-2100-2154	ESO - LIFE INSURANCE W/H			686.40			0.00
89-2100-2156	DENTAL - MET LIFE/RETIRES W/H			5,163.76			0.00
89-2100-2157	DENTAL EMPLOYEES W/H			17,888.48			0.00
89-2100-2161	FLEXIBLE/MEDICAL W/H			528.85			0.00
89-2100-2162	FLEXIBLE/DEPENDENT CARE W/H			961.55			0.00
89-2100-2171	UNION DUES - CUSTODIAL W/H			(121.75)	121.75		0.00
89-2420-8920	FIREARMS ESCROW			2,412.50			0.00
89-2540-9512	PERF BOND - D TURNER/ASHLEY CT			18,558.06			0.00
89-2540-9513	PERF BOND - L HAMILTON/HAMILTON EST			1,306.21			0.00
89-2540-9520	PERF BOND - TRAV INS/GABRIE			4,477.44			0.00
89-2541-9505	CASH BOND - B&H CONST/RAMA			1,925.26			0.00
89-2542-9500	SITE PLAN - WESTDALE EXT			356.23			0.00
89-2542-9501	SITE PLAN - 872 PLYMOUTH ST			239.65			0.00
89-2542-9502	SITE PLAN - 376 N FRANKLIN			1,312.94			0.00
89-2542-9503	ANR PLAN - 283 WEYMOUTH ST			181.69			0.00
89-2542-9504	SITE PLAN - WALSH STREET			149.04			0.00
89-2542-9506	SITE PLAN - ROCKY KNOLL REALTY			9,100.61			0.00
89-2542-9507	SITE PLAN - S&H REALTY ANR/QUINCY			1,026.33			0.00
89-2542-9510	SITE PLAN - MEERA EST/SIDDARTH			9.46			0.00
89-2542-9515	SITE PLAN - OLDE ENGLISH/MULLINS			13,129.16			0.00
89-2542-9516	SITE PLAN - DIXON SALO/			10.55			0.00
89-2542-9518	SITE PLAN - 152 CENTRE STREET			1,544.43			0.00
89-2542-9521	SITE PLAN - TLA HOLBROOK			78.01			0.00
89-2542-9523	SITE PLAN - TITAN REALTY TRUST			5,887.57			0.00
89-2543-9000	P/T FEE - OLD ENGLISH SQUARE			890.73			0.00
89-2543-9002	P/T FEE - WEYMOUTH ST/SIDDARTH			608.66			0.00
89-2543-9003	P/T FEE - ALGONQUIN GAS			3,657.32			0.00
89-2543-9004	P/T FEE - TLA HOLBROOK			426.81			0.00
89-2543-9005	P/T FEE - DALTON TERR/WESTDALE			422.16			0.00
89-2543-9006	P/T FEE - NSTAR OFF PINE STREET			164.05			0.00
89-2543-9007	P/T FEE - 140 SOUTH STREET/127 HAN			641.89			0.00
89-2543-9008	P/T FEE - 7 ADAMS LANE			2,087.47			0.00

**Agency Fund Detail
as of June 30, 2022
(Unaudited)**

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Balance 6/30/2022	Receipts thru 9/30/2022	BAN's	Remaining Deficit 6/30/2022
89-2543-9600	P/T REVIEW - STONEBRIDGE HOMES			18.87			0.00
89-2544-9010	REVIEW FEE - EVERSOURCE ENERGY			2,085.45			0.00
89-2544-9011	REVIEW FEE-REPUBLIC SERVICES			697.07			0.00
89-2544-9012	REVIEW FEE-811/823 S FRANKLIN			1,817.34			0.00
89-2544-9014	REVIEW FEE-240R/248R WEYMOUTH ST			265.39			
89-2544-9015	REVIEW FEE - 243 PLYMOUTH ST			95.33			0.00
89-2544-9017	REVIEW FEE - OFF QUINCY ST. 52-072/			7,704.40			0.00
89-2544-9018	REVIEW FEE - 36 KING ROAD			511.72			0.00
89-2544-9019	REVIEW FEE - SUPER PET; 845 S. FRAN			1,035.63			0.00
89-2544-9020	FB - 772 PLYMOUTH ST - STEWARTS			1,129.83			0.00
89-2544-9021	REVIEW FEE - 284R WEYMOUTH ST			531.21			0.00
89-2544-9022	FB - 146 PLYMOUTH ST			207.58			0.00
89-2544-9023	OFF MAPLE AVE - MEADOW REC PARK			1,578.73			0.00
89-2544-9024	FB - OFF PLYMOUTH ST - TEMPLE			162.17			0.00
89-2544-9026	FB - TLA 1-3-6 PHILLIPS			2,545.45			0.00
89-2544-9035	FB - 320R WEYMOUTH ST CONCOM			297.02			0.00
89-2544-9036	FB - 7 SUMMIT RD / KEVIN KANE			277.05			0.00
89-2544-9037	34 BELAIR			1,500.00			0.00
89-2544-9038	620R SOUTH STREET			50.00			0.00
89-2544-9514	REVIEW FEE-55 HIGH STREET			1,782.37			0.00
89-2544-9524	REVIEW FEE - DEBRA AYERS			550.30			0.00
89-2544-9525	REVIEW FEE - 140 SOUTH STREET			2,144.88			0.00
89-2544-9527	REVIEW FEE - ABSOLUTE BLDG			983.27			0.00
89-2544-9530	REVIEW FEE - TRT HOLBROOK			520.82			0.00
89-2544-9533	REVIEW FEE - OFF SYC/PLYMOUTH ST			7,562.80			0.00
89-2544-9534	REVIEW FEE - HOWARD AVENUE			5,083.66			0.00
89-2544-9535	REVIEW FEE - SIDDHARTH			8,776.79			0.00
89-2544-9537	REVIEW FEE - 367 N. FRANKLIN WGD			923.01			0.00
89-2544-9538	REVIEW FEE - MAPLE AVE DEVELOP, LLC			2,201.76			
89-2544-9539	REVIEW FEE - 845 S. FRANKLIN ST, SU			3,816.06			0.00
89-2544-9540	FB - FORD'S CROSSING			898.73			0.00
89-2544-9541	FB - 772 PLYMOUTH STREET			61.23			0.00
89-2544-9542	FB - 21 N. FRANKLIN ST.			786.63			0.00
89-2544-9543	FB - OFF MAPLEWOOD AVE, QUINT WAY			2,570.82			
89-2544-9544	FB - 243 PLYMOUTH ST PLANNING			1,871.11			0.00

**Agency Fund Detail
as of June 30, 2022
(Unaudited)**

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Balance 6/30/2022	Receipts thru 9/30/2022	BAN's	Remaining Deficit 6/30/2022
89-2544-9545	FB - PLAN. 719 S. FRANKLIN/SOUTH SC			10,007.68			0.00
89-2544-9546	FB - GIOIOSO DR/SHERICK AVE PLANINI			191.64			0.00
89-2544-9548	REVIEW FEE - 320/322 S FRANKLIN ST			0.18			0.00
89-2544-9549	FB - 46 SPRING ST OLDCASTLE			5,596.94			0.00
89-2544-9550	FB - 75 SOUTH STREET			3,503.91			0.00
89-2545-9517	SUBDIVISION - 163 CENTRE STREET			1,271.89			0.00
89-2545-9519	SUBDIVISION - 71 WESTDALE TERRACE			173.11			0.00
89-2550-8930	FIRE DETAILS PAYABLE			2,927.73			0.00
89-2560-8910	DUE TO DEPUTY COLLECTOR			(1,478.00)	1,478.00		0.00
89-2580-8925	POLICE DETAILS PAYABLE			(123,371.16)	100,826.80		(22,544.36)
89-2580-8950	BOARD OF HEALTH - TLA			38.36			0.00
				-			0.00
Total Agency Balance		0.00	0.00	350,493.30	102,304.80	0.00	(22,544.36)

Please enter amount reported in the **agency fund liability cell** of the combined balance sheet.

Please enter amount reported in the fund balance section of the combined balance sheet.

Total Agency Balance	350,493.30
	0.00
Total Agency Balance	350,493.30

The Town of Holbrook Assessors Office:

The Mission Statement of the Assessors is to accurately determine the value of all Real and Personal property within the Town of Holbrook as outlined in the Massachusetts General Law Chapter 59. The assessed value in every community in the Commonwealth must reflect fair market value as of January 1 prior to the start of the fiscal year. The Assessors are also responsible for the administration of all property tax data records. It maintains accurate parcel ownership data based on recorded property transactions at the Norfolk Registry of Deeds. The Assessors process and administer auto and boat excise as well as personal real estate tax exemptions for the elderly, blind and disabled veterans.

The Board of Assessors is elected and consists of three members and each member must complete required DOR Course 101, Assessment Administration: Law, Procedures, and Valuation for assessing board members. (830 CMR 58.3.1)

In the Town of Holbrook, the Assessor's Office staff consists of a full time Principal Assessor, Deputy Assessor and a full time Assessors Clerk. As a condition of employment, the Principal Assessor and Deputy Assessor are required to have at a minimum a current Massachusetts Accredited Assessor designation from the Massachusetts Association of Assessing Officers. In order to maintain the active status of this designation, the designee must earn over a three year period 45 hours of continuing education credits from courses and seminars approved by the MAAO. One of the required courses to be taken every three years is the Uniform Standards of Professional Appraisal Practice.

In Holbrook the Assessors pay for software licenses and support for the AssessPro real estate and personal property appraisal software. We also pay for software licenses and support for the billing software for all individual real estate and all commercial and industrial personal property taxes, betterments, auto and boat excise taxes.

The Board of Assessors has chosen an aggressive posture to defend its values, when appropriate, in the Appellate Tax Board. Over the past years, the Principal Assessor with the aid of an Appellate Tax Board consultant has successfully defended all cases heard before the ATB. The result saved the town from potential impact to the overlay accounts, thus avoiding deficits, which would have otherwise been added to the tax levy. In calendar year 2023 there are 2 cases scheduled to be heard before the Appellate Tax Board.

Fiscal Year 2022 was an Interim Year and our updated values were successfully certified by the Department of Revenues Division of Local Services. Fiscal Year 2023 is an Interim Year. The Department of Revenue will review and certify our analysis and valuation through the Division of Local Services. The market conditions which warrant property values must be adjusted in a fair and equitable manner to reflect full and fair cash value as of January 1, 2021 (FY22) and January 1, 2022 (FY2023) in accordance with Massachusetts General Law, Chapter 59 § 2A.

To keep the assessors valuation data base current yearly field work is required as follows:

1. The function of the collection of Building Permit changes is continually ongoing and is required to calculate the valuation increase for growth yearly.
2. Inspection of all valid sales yearly.
3. A cyclical inspection of each parcel of real estate is mandated and a percentage must be collected on a yearly basis to keep up with the town's recertification schedule.
4. The Personal Property accounts must be mailed a Form of List and be verified if still in business yearly.
5. All new Personal Property accounts must be visited and listed yearly.

Assessors' Duties as Mandated by Massachusetts General Law and by Department of Revenue Guidelines

Below is a summary of the duties of the municipal assessors as excerpted from Assessment Administration: Law, Procedures, Valuation prepared by the Massachusetts Department of Revenue (September 1999).

Value all real and personal property within the municipality on a fair cash value basis (MGL Ch. 59 sec. 2A, 38). Inspect property sales, implement a cyclical property inspection program, complete annual property adjustment analysis, and prepare for triennial certification of property values by the Department of Revenue.

Conduct inspections of building permit properties and determine new growth for the levy limit (MGL Ch. 59 sec 21C (f)).

Fix the annual tax levy and set the tax rate. Participate in the preparation of the Tax Recapitulation Sheet. (MGL Ch. 59 sec 21, 23).

Prepare the valuation and commitment list. (MGL Ch 59 sec 43, 54). Sign under oath (MGL Ch 59 sec 52) and send the commitment with a warrant to the collector. (MGL Ch 59 sec. 53). Send a notice of commitment to the town accountant or city auditor. (MGL Ch. 59 sec. 23A).

Process and act on abatement and exemption applications (MGL Ch. 59 sec. 59). Send copies of approved abatement or exemption certificates to collector and to accountant or auditor.

Establish annual overlay amount (MGL Ch. 59 sec. 25) for insertion in the tax recap sheet.

Determine any overlay surplus.

Commit original and apportioned betterments to the collector (MGL Ch. 80 sec 4)

Commit delinquent municipal charges, including water and sewer liens and charges, to tax bills. (MGL Ch. 40 sec. 42 A-F; MGL Ch. 83 sec. 16A-F).

Assess and administer motor vehicle, farm and boat excises. (IGR 88-219).

Meet all regulatory requirements, assessment administration standards of the Department of Revenue, Division of Local Services.

TABLE OF AGGREGATES

	<u>FY 2021</u>	<u>FY 2022</u>
Value of Real Estate	\$1,419,852,900	\$1,520,164,400.00
Value of Personal Estate	\$49,771,315.00	\$48,822,983.00
Total Valuation	\$1,469,624,215.00	\$1,568,987,383.00
Total Cherry Sheet Offsets	\$156,637.00	\$139,711.00
Snow and Ice Deficit	\$0.00	\$0.00
Town Appropriations	\$49,647,268.35	\$49,647,268.35
Overlay	\$298,040.87	\$313,385.08
Estimated Receipts	\$22,724,005.30	\$22,718,436.47
Available Funds	\$2,960,986.30	\$1,522,221.00
Total Amount to be Raised	\$46,620,915.77	\$52,020,9540.55
Rate per Thousand RES/CIP	\$17.22 / \$32.50	\$16.49 / \$32.68
Motor Vehicle per Thousand	\$25.00	\$25.00
	# 12,072 /	# 12,376 /
# of Auto-Boats Assessed/Value	\$1,654,132.73	\$1,709,025.81
# of Automobile Abatements	#485 / \$67,256.62	#412 / \$38,121.17
# of Statutory Exemptions/Value	# 136 / \$82,261.96	# 126 / \$96,649.13
# of Parcels/Real and Personal	4872	4878

TREASURER/COLLECTOR

MISSION STATEMENT: The mission of the Treasurer/Collector's office is to collect all monies owed to the town and invest funds in a safe and secure manner, while supporting the town's financial obligations. We strive to provide the highest level of customer support to all Town constituencies in the most efficient and effective manner.

DESCRIPTION OF SERVICES: The Treasurer/Collector's primary responsibilities include the collection of all debts owed to the town and investment of all funds in the custody of the Treasury. The types of bills collected by the office include property taxes, water & sewer bills, motor vehicle excise, boat excise, parking tickets, non-criminal violations as well as inter departmental fees and fees from enterprise funds. The Treasurer is also responsible for the Town's Debt Service payments. The Treasurer is bonded through the Town insurance carrier for amount equal to the annual budget.

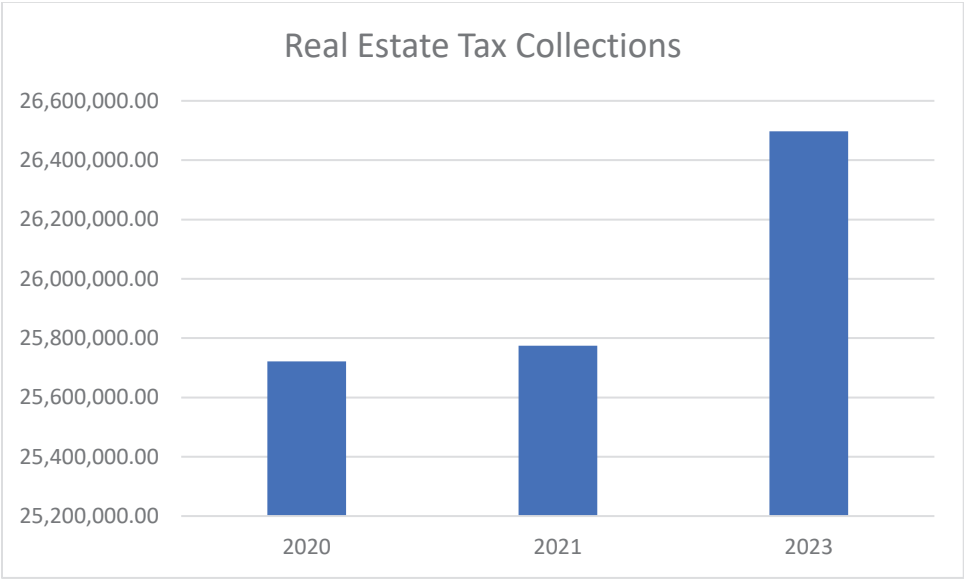
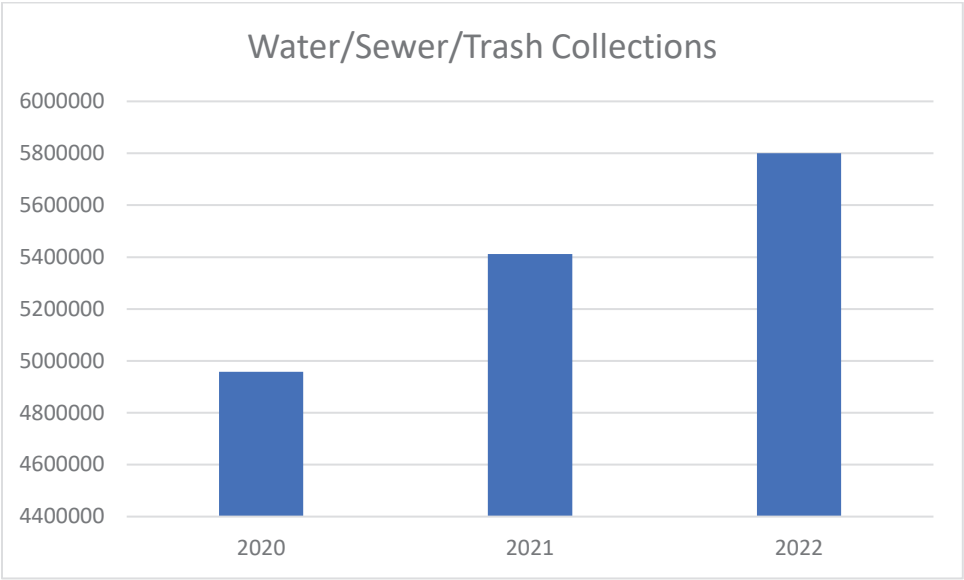
The Treasurer/Collector office has the ability to accept payments using debit or credit card (online), personal check, money order, or cash. Some forms of payments received may be received through a lock box. The Treasurer also has the responsibility of protecting the town interest in the collection of debts. Examples of securing the town's interest included tax title, utility liens and registry markings. All of these mechanisms are used by the Treasurer's office to protect the town's interests.

GOALS:

- Proceed with Tax Title and Foreclosure processes in order to collect past due revenue into the Town
- Continue to improve Water/Sewer collection rates
- Continue to improve efficiency and communications
- Improve access to bills and information online

HIGHLIGHTS:

- Water/Sewer collection rate continues to improve. With the department consistently issuing demand notices on past due bills, the collection rate for has increased to 91%.
- The Real Estate tax rate continues to improve. The current collection rate is 96%.
- The Department continues to make improvements on previous audit deficiencies by developing Policies and Procedures.



Department of Inspectional Services

Mission: The Department of Inspection Services function is to ensure that all State Building, Electrical, Plumbing & Gas, ADA, Health and Housing Codes are complied with as well as the Town of Holbrook General and. Zoning Bylaws.

Building Division:

The Building Commissioner: reviews all building applications and plans to ensure that all applicants are compliant with the Massachusetts State Building Code, ADA requirements, Local Zoning, Planning, and Conservation regulations of the Town of Holbrook.

Meet with Homeowners, business owners, contractors, and developers to review applications and plans when needed.

Reviews and fills out all Zoning Board of Appeals applications

Make periodic inspections on permitted residential and commercial projects to ensure compliance with the Massachusetts Building Code.

Inspects places of assembly and other establishments on a yearly or five-year basis including Auto Sales Lots, Restaurants, Schools, Churches, Multi-family etc.

Enforces the Town of Holbrook Zoning Bylaws on private property violations.

Sealer of Weights and Measures: Inspections of measuring devices to ensure equity in the marketplace for consumers. Such devices include Apothecary/Medical scales, Deli/produce scales, truck scales, Gas dispensers, Oil Trucks, and scanners.

Electrical Inspector: Reviews all applications and plans to ensure all Massachusetts Electrical Codes are met and adhered to before issuance of the permit.

Inspects all residential and commercial construction projects per rules and regulations of the Massachusetts Electrical Code.

Plumbing/Gas Inspector: Reviews all applications and plans to ensure all Massachusetts Plumbing/Gas Codes are met and adhered to before issuance of the permit.

Inspects all residential and commercial construction projects per rules and regulations of the Massachusetts State Plumbing/Gas code.

Administrative Staff: Interacts with residence, business owners, contractors, developers, as well as other clients needing assistants while performing everyday office duties.

Act as Liaisons and point of contact for various committees including Board of Health, Zoning Board of Appeals, Conservation Commission, and the Planning Board.

Attends meetings and composes minutes of said meetings for further review and acceptance by the Board.

Permits Issued for FY22:

Revenue:

Building	508	\$ 196,222.00
Electrical	281	\$ 70,125.00
Gas	119	\$ 10,070.00
Plumbing	144	\$ 33,510.00
Sheet metal	16	\$ 4,150.00
Signs	4	\$ 1,075.00

Weights & Measures:

Gas Dispensers	108	\$ 2,700.00
Scales	10	\$ 300.00
Oil Trucks	50	\$ 2,500.00

Board of Health Division:

Board of Health Agent: The Board of Health is regulated by State Statutes and Regulations to perform many important and crucial duties relative to the protection of Public Health, the control of disease, the promotion of sanitary living conditions and the protection of the environment from damage and pollution.

Reviews all applications and plans to ensure all Massachusetts State Health and and Housing Codes are adhered to prior to the issuance of permits .

Inspects restaurants, septic systems, perc test, soil evaluations, public swimming pools, and housing and human habitations for compliance.

Coordinates and schedules Flu Clinics, Blood Pressure Clinics, and Hazardous Waste Days.

Flu Clinics and Blood Pressure Clinics continue to be offered at the Town Hall, Ramblewood, and Holbrook Court.

Board of Health Division:

BOARD OF HEALTH MISSION STATEMENT: The mission of the Holbrook Health Department is to protect, provide and improve the well-being of all its citizens and visitors by ensuring compliance with federal, state and local health regulations.

DESCRIPTION OF SERVICES: The Board handles the day-to-day procedural operations and administrative duties associated with the Board of Health.

The Board is required by State statutes and regulations to perform many duties relative to the protection of public health and safety, the control of disease, the promotion of safe and sanitary living conditions, and the protection of the environment from damage and pollution.

These mandated requirements are fulfilled by environmental health and public health nursing staff within the Health Department. The Board reviews all plans and applications to ensure all State Health and Housing Codes are adhered to before the issuance of permits. The Board agent inspects restaurants, septic systems, perc test, soil evaluations, public swimming pools, and housing and human habitation for compliance.

HIGHLIGHTS: In response to the increased demand on the Board and staff from the COVID-19 pandemic, The Board submitted a request to Town Meeting and was passed in 2021. Elections in April, 2022 increased the Board to 5 Members.

Due to increased vaccination rates in Massachusetts, Covid protocols significantly decreased and the Health Agent stopped monitoring quarantined residents. Covid at home test kits were dispensed for free from the Town.

The Health Agent also investigated numerous resident complaints related to any health issue within the community, ranging from trash and dumpster complaints to housing code violations, pest activity, as well as noise and odor concerns.

The Board hosted a successful community clean-up day with support from Holbrook DPW, Houses of Worship, Community Civic groups and many Holbrook residents and students.

The Board applied and was successfully awarded with **two** major Grants.

- 1. DEP Purple Air Sensors-** MassDEP provided several PurpleAir sensors to Holbrook through a new grant program to measure levels of fine particulate matter (PM2.5) in outdoor air for at least one year. Numerous scientific studies have linked breathing PM2.5 to adverse health effects, including premature death in people with heart or lung disease, nonfatal heart attacks, irregular heartbeat, aggravated asthma, decreased lung function, increased respiratory symptoms, such as irritation of the airways, coughing or difficulty breathing. People with heart or lung diseases, children, and older adults are the most likely to be affected by PM2.5 pollution exposure. <https://www2.purpleair.com/search?q=holbrook>
- 2. Massachusetts Public Health Excellence Grant Program-** Along with the communities of Braintree, Quincy, Randolph, and Weymouth, Holbrook has entered into a shared service agreement. This grant will contribute to improvements in local public health capacity. By pooling resources, functions, and expertise, a consortium of cities and towns, especially

those that are smaller or less prosperous, like Holbrook, can improve compliance with our statutory and regulatory mandates and expand the public health protections and services we offer residents. This program began with a Food Safety Restaurant Inspector. Holbrook was the first town to receive services in late 2022. The services span over several years.

The Board of Health submitted a Town Meeting Article to purchase ContraPest for rodent control in the community. Ultimately purchasing with a reserve fund transfer, ContraPest is the first EPA-registered contraceptive for both male and female rats developed by rat fertility control scientists to create healthy environments by virtually eliminating rat pest populations. Holbrook and many surrounding communities have seen a significant increase in rodent populations due to many factors. The Health Agent is monitoring several locations in town for outbreaks in rat dwelling.

The BOH has been approved for the Community Naloxone Purchasing Program from the Department of Public Health's Bureau of Substance Addiction Services. This allows the BOH to order the opioid overdose reversal medication Narcan (naloxone) from DPH at no cost and provide overdose prevention trainings and Narcan for free in Holbrook. You can request a brief training and Narcan by emailing the Board of Health or reaching out to our Health Agent. All requests are anonymous, met with support, and free of judgement. BOH will also be actively seeking community events to offer trainings. We welcome any community feedback on opportunities to offer this important, lifesaving service.

The Board completed a mobile Hazardous waste event at no cost to Holbrook residents. Hydrogen tube lights were added to the list of accepted items this year.

A case of Cyanobacteria was reported at Lake Holbrook (Grove Lake) by Massachusetts Department of Environmental Protection. Cyanobacteria, also referred to as blue-green algae, are microscopic organisms that live primarily in fresh water but can also be found in brackish or salt water. Exposure to cyanobacterial blooms can cause adverse health effects to humans and animals.

The Board of Health continued to support the town with PFAS education and solutions. PFAS has presented as a significant concern the town is experiencing. Perfluoroalkyl and polyfluoroalkyl substances, known collectively as PFAS, have been found in drinking water systems throughout the Commonwealth and the nation. PFAS are man-made chemicals found in industry and consumer products across the globe dating to the 1950s. They were used in nonstick cookware, water-repellent clothing and stain resistant fabrics and carpets, as well as certain cosmetics and firefighting foams. Additionally, PFAS are found in products that resist grease, water and oil. The Holbrook Randolph Joint Water Board has met with the BOH to discuss PFAS plant filters and mitigation efforts. The BOH contacted several states and agencies for solutions independently. They connected to a company called Cyclopure who offered to provide filters to the Joint Water Board for Free. The BOH made every effort to coordinate an immediate plan for PFAS mitigation. Cyclopure is now coming on as a pilot program for PFAS mitigation.

STAFFING: The Board is comprised of a Health Agent, a shared part-time Public Health Nurse, a shared administrative clerk and Five elected officials.

HOLBROOK POLICE DEPARTMENT



MISSION STATEMENT:

It is the mission of the members of the Holbrook Police Department to provide Equal and Professional Services to all members in the Holbrook Community. This service will not only protect and save lives, but also address all quality of life concerns that disrupt the sense of security and stability in the community. These Concerns will be addressed with Respect, Dignity, a high level of Integrity and Accountability. The Holbrook Police Department will work in partnership with Community shareholders to ensure all residents have feelings of security and well-being in the community, schools and in their homes.

SERVICE SUMMARY:

The Holbrook Police Department is responsible for the enforcement of all applicable Massachusetts General Laws; Codes of Massachusetts Regulations and Municipal Ordinances. The department handles all quality of life concerns that effect the community, as the Police Department is the single social service agency in operation 24/7, 365 days a year. The Chief of Police is responsible for the Administration of the Department while working with Command staff to manage day-to-day operations that provide services to the community.

GRANTS:

- The initial grant rewarded was an earmark from the State in the amount of \$100,000. These funds were used to purchase (11) new cruiser laptops from PC Patrol. Additional purchases made available by the grant included a 2022 Harley Davidson Police Motorcycle, Motorcycle helmets and jackets for the entire motorcycle Unit. One PC Patrol Laptop was installed in a motorcycle for traffic enforcement use.
- The Second Grant was a Public Safety grant of \$50,000. Funding was used to refurbish/renovate and upgrade the Public Safety Training room. With the room completed, additional training opportunities can be made available to a variety of groups.
- The third grant was from E.O.P.S.S. This funding provided \$14,497.88. \$4998 was used to purchase a mobile digital speed sign that can be moved to meet citizen concerns. The remaining funding will be used for overtime for Traffic enforcement.
- The fourth grant was from MEMA and provided \$3500. This funding stream provided for the purchase of two 4000-watt Honda generators.

Police Department Highlights:

- The Department recorded (6929) calls for service in 2022, a slight decrease from 2021 where (8044) were recorded, (calls for service include a wide range of requests, including keeping the peace, animal complaint, lockout, alarms, etc.)
- With (885) actual Criminal Offenses charged
- (56) Custodies made for various offenses, warrants, protective custodies, on scene arrests for various crimes.
- (338) Motor Vehicle Accidents, with (38) resulting in personal injury, (305) in property damage only and (0) fatalities in 2022. In 2021 (330 Motor Vehicle Accidents, with (128) resulting in PI and (202) in property damage
- (459) Motor Vehicle stops were conducted
- Crimes against a person Decreased by (-18%) from (172) in 2021 to (142) in 2022; Crimes against property up by (+2 %) from (480) in 2021 up to (489) 2022
- Biggest decrease was in Domestic Violence in 2021 and 2022. (91) incidents in 2017, (159) in 2018, (373) in 2019 and (329) in 2020, (110) in 2021, and (138) in 2022 The Department has worked diligently to combat this problem and has recruited the assistance of a Dove Advocate who works with victims, families and other service agencies to provide a higher level of service to the community.
- 2021 (30) overdoses, (4) fatalities, 2022 (26) overdoses, (2) Fatalities. We continue our work to reduce the number of overdoses through education and enforcement.
- We are working to address the issue of increased complaints concerning speeding vehicles by placing the Departments New Speed Recognition Trailers and permanent Speed detection Signs in various locations throughout the town and actively performing radar patrols.

FY23 Police Budget:

In May of 2022 along with the Special Town meeting in the fall of 2022, an appropriation of a Fiscal Budget of \$3,587,346.98 for Fy23 was approved. The majority of the monies allocated are devoted to salaries. The remaining funds are used for general expenditures, equipment replacement, the purchase two new cruisers, (1) 2023 Chevy Tahoe, (1) 2023 K-9 cruiser, supplies, and service contracts needed to sustain the department throughout the year in order to provide adequate protection and services to the community. Overtime Funds were also used for Officers to attend 40 hours of in-service training mandated by Massachusetts State Law and various other training platforms for Officers to maintain their certifications. The Department also welcomed new Police Officers:

- Alexis Abramson, graduated in May of 2022 from Randolph Police Academy
- Justo Pagan, Came from the MBTA Police in December of 2021
- Alexander Occhipinti Graduated from Randolph Academy in October of 2021
- Christos Apostolidis Graduated from Randolph Academy in October of 2021
- Jonathan O'Brien Graduated from Randolph Academy in October of 2021
- Zachary Martineau entered the Randolph Academy in 12/5/22 and graduates in May of 23
- James Micciche entered the Randolph Academy in 12/5/22 and graduates in May of 23
- Joseph Hurley is waiting to enter an academy in May of 23

We also had the Retirement of the Following Officers:

- Sergeant Brian MacGregor retired in October of 2022
- Officer Joshua Knowlton retired in October of 2022
- Officer Devin Callinan left the Department for a career in Law Enforcement in Rhode Island

We also had several Promotions:

- Keysha Mitchell was promoted to Detective Sergeant in May of 2022
- Casey Surprenant was promoted to Acting Sergeant in May of 2022 and then Permanent Sergeant in November of 2022
- James Hurley was promoted to Acting Sergeant in November of 2022

Budget Priorities:

- **Liability Protections:** In order to continue to reduce liability to the Department and Town, we will require each member of the department to attend 40 hours of annual in-service training, plus additional training, so that Officers receive the most current and relative information. This will insure they are well prepared to perform the duties of a Police Officer. We received Re-Certification in October of 2022 from MPAC and are on our way to achieving Accreditation within a year,
- **Community Policing:** We continue to work with the community in such areas as Citizen Police Academies pre-Covid19. In 2022 we focused on a Junior Police Academy, to help and educate the younger generation on the roles and responsibilities of a Police Officer. The academy was run by the Community Outreach Officer (Michael Szczesny) with assistance from numerous department members. The program was a huge success and we hope to expand on it in 2023/2024. We also held our 2nd Faith and Blue event at Sumner Field, which was a huge success and continues to grow every year. This event brings the Police, Houses of Worship and the community together.
- **Training:** Training continues to be a priority of this administration. All Officers have completed their mandatory 40 Hours of In-Service Training in 2022; The Command Staff (Deputy and Sergeants) completed all their ICS training. (ICS 300 and ICS400) and FBI LEEDA certification. Our Detective Unit continuously receives training to provide the highest level of service to the community. All officers are encouraged to enroll in additional training and numerous classes are provided through the MPTC in Randolph.
- **K-9 Unit:** We now have a new K-9 team, a Belgium Malinois (Jan) and his handler, Sergeant Casey Surprenant. Jan is a patrol K-9, who is trained in apprehension, search and rescue. We acquired a new Community Resource K-9 named Blue. Det./ SRO Scott Glover is Blue's partner and handler. Blue completed his yearlong training and is certified as a Community Resource K-9 and also in Search and Rescue. Blue spends a majority of his time in the schools with the children. The Community resource K-9 program was funded totally by the Norfolk County District Attorney's Office.
- **Accreditation:** The Holbrook Police Dept received Massachusetts RE-Certification in October of 2022. This was a huge step for the Department in the road to achieving Mass

Accreditation. We are continuing to work towards Accreditation and we hope this will be achieved in the upcoming months in 2023. We experienced setbacks with the Covid19 Epidemic and personnel changes that delayed our initial attempt at Accreditation.

- **Social Media:** We continue to add information to our Web Site. The site contains links to other commonly used sites, along with the department logs, weekly bulletins, Code Red and services and references available to site users. The Web Page also contains a complaint section, where residents can fill out complaints/commendations and anonymous tips. We are also on Facebook, Instagram and twitter.

- **Metro-LEC:**
 - Sergeant Casey Surprenant is a member of the Metro-LEC Swat Team. The Department is committed to being a part of Metro-LEC, as they provide emergency Services when needed. The department utilized Swat services several times in 2022.
 - Sergeant Martins and Officer Hutchings are part of the MOP team, (Mobile Operations Motorcycles) where they provide support for large events, such as Holbrook's 150th Birthday Celebration Parade.
 - Officer Justin Murphy is a member of the Peer support team, providing debriefing and defusing skills for critical incidents in Norfolk County.

- **Animal Control Officer:**
 - The town's New Animal Control Officer is Aaron Movsessian. He started in July of 2022 and has done an outstanding job in responding to the town's needs in dealing with injured, homeless and lost animals. Aaron has worked with the Town Clerk's Office and is responsible for payment of over \$13,000 dollars in owed licensing fees.

DEPARTMENT STAFFING:

The Department currently consists of 26 sworn Officers.

- 1- Police Chief
- 1- Deputy Police Chief
- 1- Administrative Assistant
- 5- Patrol Sergeants
- 1-Detective Sergeant
- 17-Patrolmen
- 2- Detectives
- 1- SRO (School Resource Officer/ Juvenile Detective)
- 2 -K-9's (1 Patrol) and (1Community Resource)
- 1 Animal Control Officer
- 1 Dove Advocate (funded through Grant)

We also have (5) five Officers assigned to the traffic division; they have been trained and certified to ride a Police Motorcycle. Their primary objective is to enforce traffic laws

and assist in all traffic related events, parades and funerals. Two also are assigned to Metro-LEC Unit (MOPS) that assists in such events like the Boston Marathon, Super Bowl Parades, etc.

We continue to work closely with the School System, in an effort to ensure safety at the school, and to build partnership with students and staff. We started several events at the JFK School in 2017, one being the “Ride to School Program” which continues today. School Staff select a student through a drawing who is picked up and transported to school by the officers and then also given a ride home at the end of the school day. Both students and the Officers love this event and are excited to participate.

All events promote ongoing efforts to build relationships with the students, so that they will learn to trust their Police Officers and when in need of help, they will reach out to officers due to closer relationships built by the program.

Always remember The Police are the Public and the Public are the Police.

FIRE DEPARTMENT

MISSION STATEMENT:

The Holbrook Fire Department is committed to the provision of professional, compassionate, and respectful delivery of fire, rescue, and emergency medical services to the Town of Holbrook's citizens, property owners, and guests. As dedicated public servants, our personnel strive to uphold the highest ideals of the Fire Service by placing the safety and welfare of the public above all other concerns. Our personnel endeavor to perform our duties fairly and impartially with honesty and integrity.

DESCRIPTION OF SERVICES:

The Holbrook Fire Department provides an all-hazard response to emergencies that occur in the Town of Holbrook. In addition to performing structural firefighting, search and rescue, and other fire suppression activities, the department also serves as the Emergency Medical Services provider for the community, operating two Advanced Life Support Ambulances and a Paramedic Engine Company. Response to Motor Vehicle Collisions, Hazardous Materials Incidents, Service Calls, and other miscellaneous emergencies round out the department's primary activities. Ancillary duties include Code Compliance Inspections, Fire/EMS Education and Training, and Fire Prevention activities. The Holbrook Fire Department interacts directly with both the community-at-large and other Town Officials and their respective departments to ensure that emergencies that take place within the Town of Holbrook are efficiently, safely, and competently controlled with a minimum of impact on lives, property, and the environment.

HIGHLIGHTS:

- The Holbrook Fire Department logged 2,965 incidents between January 1, 2022 and December 31, 2022, which represented a slight decrease from the record-high 3,202 incidents that took place in 2021. These incidents were broadly categorized as Fire/Explosions, Overpressure/Ruptures, Rescue Calls, Hazardous Conditions, Service Calls, Good Intent Calls, False Calls, and Special Type/Complaints.
- 43 of the incidents were categorized as Fire/Explosion type incidents which collectively resulted in approximately \$631,450.00 of estimated losses. Though two civilian and ten firefighter line-of-duty injuries occurred during 2022, no civilian or firefighter fatalities took place. Just over half (1,884 incidents) of all incidents this year were related to the delivery of Rescue or Emergency Medical Services.
- During the 2022 calendar year, the Fire Department continued to improve our operational capabilities by providing our Firefighters and Fire Officers with additional "Firefighter Safety and Survival Training", and replacing a set of our Vehicle Extrication Tools with modern, battery-powered equipment thanks to a \$129,361.04 [Federal] Fiscal Year 2019 Assistance to Firefighters Grant (AFG) award from the Federal Emergency Management Agency. We also closed out an \$11,785.15 [Federal] Fiscal Year 2020 Assistance to Firefighters Grant (AFG) – COVID-19 Supplemental award. In addition, we were

fortunate to receive three grant awards from the Commonwealth of Massachusetts through the Executive Office of Public Safety and Security/Department of Fire Services: a 2022 Student Awareness of Fire Education (SAFE) Grant, a 2022 Senior SAFE Grant, and a 2022 Firefighter Safety Equipment Grant. Through these programs, a total of \$13,430.00 in funding was received for educating our community's children and senior citizens on Fire Safety and acquiring modern incident management/accountability tools.

- Though some of the dangers related to the global coronavirus pandemic were lessened by the widespread availability of vaccinations, our personnel still found themselves routinely in direct contact with either confirmed or suspected COVID-19 patients in their role as the Town's primary Emergency Medical Services (EMS) provider (150 instances in 2020; 76 in 2021, and 83 in 2022). COVID-19 notwithstanding, though the department had a record overall total call volume in 2021 (3,202 incidents), the number of ambulance transports in 2022 represented the highest yearly total in the history of the Holbrook Fire Department (1,307 transports).
- Finally, the Holbrook Fire Department was proud to take part in the numerous celebratory events that took place during 2022 in honor of the Town of Holbrook's Sesquicentennial Anniversary. These events were very well received by the community and were a tribute to the strong and unique history of the Town of Holbrook.

BUDGET:

At the Annual Town Meeting held on May 19, 2021, Holbrook Town Meeting Members authorized a 2022 Fiscal Year Fire Department Budget of \$2,451,226.00 and an Emergency Medical Services (EMT) Budget of \$334,605.00; subsequent Special Town Meeting appropriations brought these overall budget totals to \$2,714,549.32 and \$344,605.00 respectively. The Fire/EMT Departments would ultimately revert a combined total of \$148,743.15 of these appropriated funds at the close of the 2022 fiscal year. The funds allocated under these authorizations were expended on the routine operational expenses of the Fire and EMT Departments, as the Town of Holbrook utilizes a separate Capital Improvement Plan to manage significant capital expenses such as Fire Apparatus and Ambulance replacements. To that end, the 2022 and 2023 Fiscal Year's Capital Improvement Plans included the following items directly related to Fire/EMT Department operations:

- Ambulance 1 – Final Lease/Purchase Payment (4 of 4): \$58,904.17
- Shared Use Bucket Truck (Fire Department/P.W.D.) – authorized funding in FY 22 & FY 23 in the total amount of \$175,000.00
- Radio Improvement Project (multi-year) – authorized funding of \$20,000.00 for Phase I of the project (adding a digital Holbrook Fire two-way radio frequency)
- Ambulance Purchase (Primary Transporting Ambulance) – authorized funding in the amount of: \$525,000.00

As with nearly all similarly constituted Fire Departments, personnel costs stand out as the dominant budgetary factor. Additionally, the inherently unpredictable nature of emergencies commonly creates challenges from a financial management perspective. The Holbrook Fire Department augments a static staffing level as needed based on call volumes and incident severity which can result in significant fluxuations in overtime costs and affect the annual operating budget.

STAFFING:

The Holbrook Fire Department operates under the direction of a Fire Chief who is appointed by the Holbrook Board of Selectmen. The Fire Chief supervises a full-time, civil service Fire Suppression/Emergency Medical Services force comprised of four (4) Fire Lieutenants and sixteen (16) Firefighters, all of whom are cross-trained as Emergency Medical Technicians/Paramedics. An Administrative Assistant to the Fire Chief provides administrative support to both the Fire Chief and, by extension, the Department as a whole.

Holbrook Regional Emergency Communications Center

MISSION STATEMENT: The Holbrook Regional Emergency Communications Center is the first of the first responders. We are committed to answering all 9-1-1 and non-emergency calls with professionalism, integrity and compassion while efficiently dispatching police, fire and emergency medical services. Customer service is essential to our success, so we treat each caller with empathy and respect. Our dedicated and highly trained professionals routinely offer lifesaving medical instructions in addition to providing accurate public safety information. Holbrook Regional Emergency Communications Center,

Always There, Always Ready

DESCRIPTION OF SERVICES: The Holbrook Regional Emergency Communications Center (HRECC) is the first line of response to answer 911 calls, business line calls and dispatch emergency response services for the following departments:

- Abington Police and Fire, PSAP
- Canton Fire
- Holbrook Police and Fire, PSAP
- Rockland Police and Fire, PSAP
- Sharon Fire
- Whitman Fire, PSAP

*** PSAP stands for Public Safety Answering Point: A facility assigned the responsibility of receiving 911 calls, and as appropriate, directly dispatching emergency response services or transferring or relaying emergency 911 calls to other public or private safety agencies or other PSAPs.

In accordance with 560 CMR 5.00 every Telecommunicator at the HRECC is certified as an Emergency Medical Dispatcher and adheres to all certifications, continuing education obligations and requirements as mandated by the State of MA.

The HRECC is also the Fire District Control Point for Norfolk County Fire District Four (servicing all 29 cities and towns within Norfolk County) which coordinates all mutual aid for major incidents as well as the Norfolk County Technical Rescue Team. Norfolk County Control maintains a robust multi-site simulcast Fire Ground radio system that is utilized for communication and movement of mutual aid for structure fires, highway responses, victim rescues and large-scale incidents as well as training throughout Norfolk County.

The 911 Telecommunicator is often the unsung professional of the emergency response team and in the chain of survival. These professionals, who gather essential information from callers, provide lifesaving pre-arrival instructions and dispatch the appropriate first responders to the scene, must be able to take control of situations that are often chaotic, heart-wrenching, stressful, confusing, and frenzied. There is an insurmountable amount of stress associated with this profession and a dedication that one would be hard pressed to find in a profession outside of Public Safety.

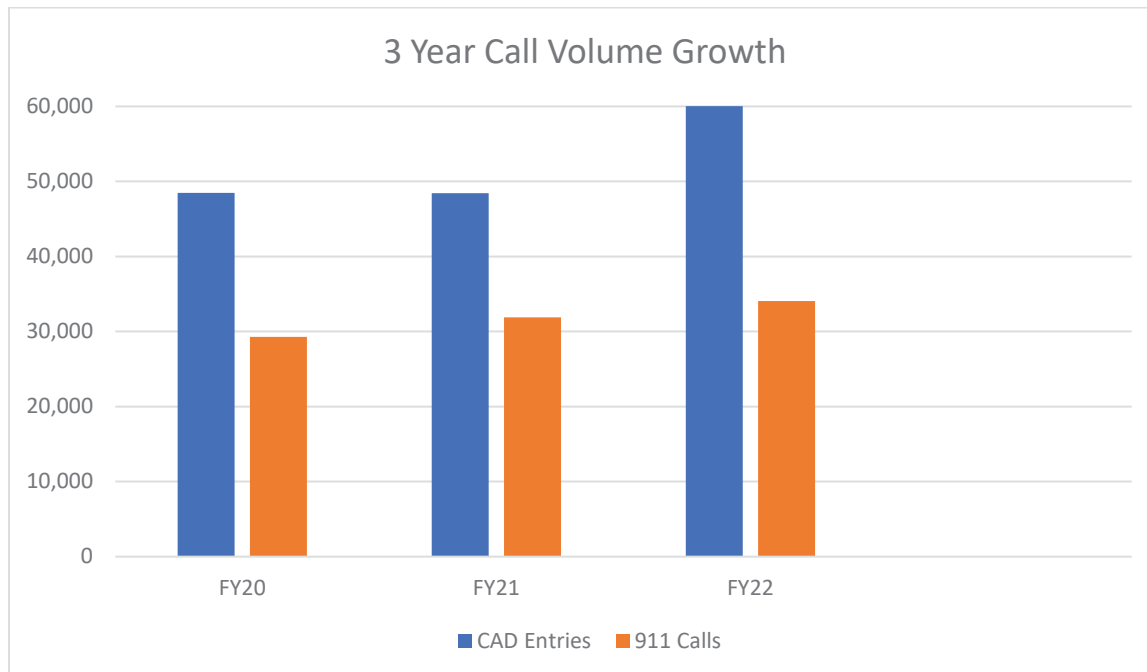
The team is organized, adept at multi-tasking, level-headed, and trustworthy. Their work within emergency response services often places them in the middle of life-or-death situations, so requirements and training for these positions are stringent, rigorous and unwavering.

Holbrook Regional Emergency Communications Center

HIGHLIGHTS:

FY22

- The Communications Department processed 60,852 calls for service in FY22, an increase of 25.66%. Calls received are a combination of 911 and business line calls as well as responder initiated calls for service.
- The Communications Center processed 34,083 911 calls in FY22, a 6.88% increase over FY21.
- Approximately 1,550 of these incidents were mutual aid calls for service from Norfolk County Communities



- The Town of Holbrook entered into an Inter-Municipal agreement with the Town of Sherborn to assume dispatch responsibilities associated with the Sherborn Police and Fire Departments and to acquire the PSAP on January 3rd 2023.
- Due to departmental growth, the HRECC created a new Operations Manager position. Interviews were conducted and the Senior Supervisor was promoted.
- Also due to departmental growth and need within the organization, the HRECC created a new Training Coordinator position. Interviews were conducted and a supervisor was selected to fulfil this position.
- Supervisory assessment and promotional exam took place in early 2022 to fulfil the two vacancies created due to promotions. Two Telecommunicators were promoted to Shift Supervisor in April of 2022.
- 7 HRECC Telecommunicators joined the new statewide Telecommunicator Emergency Response Taskforce. HRECC represents the largest singular agency representation on the team and one of the members serves as Assistant Team Leader of the Southeast Region.
- Deputy Director Mielke was nominated for and awarded APCO Atlantic Director of the Year

Holbrook Regional Emergency Communications Center

- Group C overseen by Supervisor Austin was nominated for and awarded APCO Atlantic Team of the Year

BUDGET: In May of 2021, Holbrook Town Meeting Members authorized a 2022 Fiscal Year Communications Department Budget of \$1,078,436.00. The Towns of Abington, Canton, Rockland, Sharon, and Whitman contributed \$1,188,402.00 towards the FY22 budget. The State 911 Department contributed \$956,999.00 in grant funding including Support and Incentive. These budget appropriations are expended on routine operational expenses of the Communication Department. The Communications Department also received a State 911 Department Regional Development Grant in the amount of \$1,414,916.00 for the transition of Abington Police and equipment for the Holbrook Regional Emergency Communications Center. Additionally, the center received \$7,991.24 from EOPSS and the State 911 Department through the FY22 EMD Grant as well as \$128,316.40 through the FY22 Training Grant.

STAFFING: The Holbrook Communications Department operates under the direction of the Communications Director who is appointed by the Holbrook Board of Selectmen. In FY22, the Director supervised a civilian staff comprised of twenty (20) full-time Telecommunicators (this included the shift supervisors) and fourteen (14) part-time Telecommunicators, all of whom are cross-trained in all aspects of dispatching as well as Emergency Medical Dispatch (EMD). We also have a full-time Deputy Director of Communications, full-time Operations Manager, full-time Training Coordinator and a full-time IT Network Coordinator who was hired as an employee of the Communications Center but is a joint resource between the Communications Center and the Town. The Communications Department also has a part-time Admin Assistant who is the Administrative Assistant to the Fire Chief and is budgeted to work for the Communications Department five hours per week. The staffing of the center is slated to change in FY23 with the anticipation of adding four full-time Telecommunicators to the team with the acquisition of the Sherborn PSAP and providing dispatch services for the Sherborn Police and Fire Departments.

EMERGENCY MANAGEMENT

MISSION STATEMENT: The mission of Holbrook's Department of Emergency Management is to maintain a high level of preparedness, to protect the citizens of the Town; to mitigate loss of life and vital assets prior to, during, and immediate aftermath of a disaster; and to facilitate the speedy recovery of the Town of Holbrook in the mid- and long-term intervals following a disaster.

DESCRIPTION OF SERVICES: The Police Chief serves as Director of Emergency Management. In this role he is responsible for the development of the town's emergency response plan and the coordination of all town agencies during declared emergencies. The Director works with state and federal agencies on issues of Homeland Security and disaster response. These coordination efforts encompass the areas of planning, preparation, and response and recovery from emergencies both natural and manmade. All phases require continuing, proactive interagency efforts to ensure the highest level of service.

Emergency Management is also the coordinating agency for a six-town regional Medical Reserve Corps / Community Emergency Response Team. This team combines the talents of volunteers with medical and non-medical skills and interests and is a regional asset in times of disaster and for special events (such as road races and parades)

HIGHLIGHTS:

- In 2022 the Emergency management received two grants:
 - One for \$3500 which was used to purchase two 4000-watt Honda Generators
 - The Second was for \$27,000, These funds will be used to hire a vendor to develop a Hazardous Mitigation Plan. The Town has never had one. There was a match of \$3000 for this grant from the Town.
- We also purchase a Light Tower to provide power and lights at any critical incidents or Town Event. This tower was recently used to provide lighting for the Christmas Stroll

ANIMAL CONTROL

MISSION STATEMENT: The Holbrook Animal Control is dedicated to providing the highest degree of service throughout the Town of Holbrook while maintaining the traditions of impartiality, professionalism, honor, and integrity.

SERVICE SUMMARY: The Holbrook Animal Control Officer is a shared service with the Town of Avon. An inter-municipal agreement exists by which Holbrook receives approximately \$11,500 annually from the Avon for animal control services. In addition, Holbrook receives the proceeds of any violations issued in the Town of Avon.

The Holbrook Animal Control Officer is responsible for the enforcement of all applicable Massachusetts General Laws; Codes of Massachusetts Regulations; and municipal ordinances. The Animal Control Officer works closely with all department heads to achieve compliance.

HIGHLIGHTS:

- We hired a new Animal Control Officer. His name is Aaron Movsessian. He has made a significant impact since he started in July.
- We also acquired a new Vehicle for him.
- He is attending a 12-week course to achieve his certification.

137 Total Calls:

- 33 loose dog calls
- 21 cat calls
- 39 deceased animals picked up
- 20 wildlife calls
- 6 animal bites (4 animal vs. human, 2 animal vs. animal)
- 5 barking dog complaints
- 13 miscellaneous call ranging from cruelty to livestock

Holbrook Public Schools

Timeline: (January 1, 2022-January 1, 2023)

This past calendar year presented the district with many opportunities for growth, as well as challenges around ensuring that the instructional, emotional and social needs of our students were being met. The impact of the COVID-19 pandemic, the isolation, anxiety and stress it placed on families and staff are still being felt as we work to close learning gaps, provide additional academic supports, and make mental health and wellness resources readily available to nurture the social and emotional needs of our learning community. As always, our main goals for the Holbrook Public Schools are to sustain our academically rigorous programs and supports for the upcoming year, to provide each school with any appropriate additional resources necessary to address the needs of all students, and to keep Holbrook Public School moving forward on a successful trajectory. Recently, our district leadership team worked to create, present and submit an FY24 budget proposal that would enable these goals to be achieved. The Holbrook Public School's new multi-year strategic plan was also submitted as part of the budget book because it reflects the work that was done by many diverse stakeholders to identify and plan for the emerging and future needs of our school system.

Though the impacts of the pandemic are not completely behind us, we are hopeful for the future and proud of the progress we've continued to make despite challenges. This past year, Holbrook Public Schools has been able to implement new programs, expand

curriculum offerings, add extra-curricular activities, provide additional supports for families and have even started a pathway for early college credit with the rigorous goal of being able to offer up to 12 college credits to students by the end of 12th grade! We are truly grateful for the ongoing support of the Holbrook Police, the Holbrook Fire department, the Finance Committee and the continued support we've received from the citizens of Holbrook.

Sincerely,

Julie S. Hamilton

Superintendent, Holbrook Public Schools

Below are just some of our accomplishments that have occurred this past year:

- ✓ *Champions* Before/After (Summer) School Care -on going
- ✓ *Aspen Portal*
- ✓ All New Staff Trained in A.L.I.C.E. During New Teacher/Staff Orientation, Aug., 2022
- ✓ Free breakfast/Lunch Served to All -on going
- ✓ Expanded Summer School Programs June, 2022-Aug., 2022
- ✓ Fall Sports Season, 2022
- ✓ Field trips (in-state/out of state)
- ✓ Fall Musical Review
- ✓ Holbrook & the (9) Consortium Districts Establish Early College Pathways
- ✓ Back to School Nights at Both Schools
- ✓ All Clubs Running (*New Clubs added-*Best Buddies* Chapter, Gaming)
- ✓ College Application/Preparedness Workshops Oct., 2022
- ✓ *Boosterthon* (Fundraiser, JFK) 2022

- ✓ Walk to School Event (JFK), Oct., 2022
- ✓ Homecoming Weekend (Games/Dance) Oct., 2022
- ✓ Winter Sports, Season, 2022-2023
- ✓ Sports banquets
- ✓ “On the Spot” Admissions day –BSU (As well as trips to/visits by many colleges including: Suffolk, Mass College of pharmacy & Health Sciences, Wheaton, BSU, Emmanuel, Fitchburg...)
- ✓ Honor Roll/High Honor breakfasts
- ✓ John & Abigail Adams Scholars
- ✓ Fan Busses/ Tournament Level Play
- ✓ Cultural Fair
- ✓ January, 2023-Lockdown Drills at Both Schools
- ✓ STEM Nights-JFK
- ✓ College Fairs
- ✓ School to Career (STC) trips
- ✓ Trip to the *Boston Opera House*-To see, *Hamilton*, the musical
- ✓ Robotics competitions
- ✓ Italy being planned for 2024 (Feb)

DEPARTMENT OF PUBLIC WORKS

MISSION STATEMENT: The Holbrook Department of Public Works conducts a variety of services vital to the community. We strive to conduct our work in a cost effective, safe and professional manner. We are committed to achieving high quality and responsive results.

DESCRIPTION OF SERVICES: The services provided by the DPW include:

- Maintenance of streets, sidewalks, trees, signs, streetlights, traffic signals, sewers, water distribution, storm drains and public grounds
- Snow plowing and removal
- Maintenance of Town vehicles and equipment
- Operation of the Town's fueling station and service garage
- Oversight of the curbside trash and recycling contract and general engineering
- Manage billing for water, sewer and solid waste costs
- Maintain the Town's public spaces including recreational parks and other miscellaneous parcels of land/rights of way

STAFFING: The Department of Public Works (DPW) general operational structure consists of activities funded by the general fund and enterprise funds. In total the department consists of 15 personnel with a Superintendent, General Foreman, Working Foreman, Mechanic, Operators, CDL Drivers, Laborers and Administrative Assistants.

The DPW is managed by a Superintendent. The Superintendent is responsible for the department's overall operation to include staffing, budgeting, program development, project planning and oversight, regulatory reporting, and compliance with all applicable rules and regulations and additionally has taken on the task of grant writing and applications. The department has gone through a restructuring and now functions with the assistance of a General Foreman that assists in scheduling work orders and emergency responses, in addition to prioritizes and oversees the work, conducts and monitors division safety training and assesses equipment and material needs.

This past year the DPW has secured \$2.6 million dollars in grants to improve infrastructure and roadways as well as a seating area at the Grove lake, revitalized the Brookville field along with a new parking lot, numerous fences installed at Sumner Field and professional graffiti done on the Sumner field sheds and a dog park at Flint Field (former Kennedy school). A five-year roads improvement plan has been compiled and executed and in the first year, ten roads equaling 2.38 miles have been paved and 4.7 miles of roads preservation accomplished. DPW undertook the tasks of writing numerous bid documents and contract awards that included the Town Hall boiler replacement, Library boiler replacement, library roof and window replacement, as well as roads improvements documents and all work has been completed. Numerous drainage improvements have been accomplished as required with the state mandated MS4 permitting in which 80% of all catch basins in the town have been cleaned of debris, numerous outfalls cleared of blockages, a major drainage failure in the Revere Street neighborhood has been completed as well as Marie Circle. The department continues to thrive to provide services to the community that are well deserved.

WATER ENTERPRISE FUND

MISSION: The Water Division of the Holbrook Department of Public Works (DPW) operation is charged with providing safe, high quality water to continuously meet the health and fire protection needs of the Town; and, to maintain and improve the existing infrastructure to guarantee a long term reliable and efficient operation. It is our obligation to meet or exceed all State and Federal standards, to be responsive to our residents and businesses and to operate a professional and financially sound operation.

DESCRIPTION OF SERVICES: Holbrook is part of the Tri-Town Board of Water Commissioners. Through this commission, Holbrook shares a common water supply with Braintree and Randolph (Great Pond Reservoir). Our treatment plant is part of the Joint Water Board operation which is shared by the Town of Holbrook and Randolph. The town has committed to help fund a new Tri-Town treatment facility with an anticipated 2025/6 completion date.

The Town consumes on average about .635 million gallons of water per day. The division maintains and reads approximately 3,900 meters, four times per year, operates and services about 600 fire hydrants, 50 miles of water mains, two standpipes (1,000,000 gallons and 600,000 gallons). We also have a booster station that pumps water from Randolph to Holbrook. The division maintains the records for each of the accounts and responds to turn-offs /turn-ons, water main breaks, service interruptions, final reads, all sampling and reporting, valve exercising and main flushing, address updates, and account status, as well as, the cross-connection control program.

SEWER ENTERPRISE FUND

MISSION: The Sewer Division of the Holbrook Department of Public Works (DPW) operates and maintains 10 sewer pumping stations and approximately 48 miles of sewer infrastructure and provides the safe collection and discharge of sanitary flows to continuously meet the needs of the Town. It is our obligation to meet or exceed all State and Federal standards, to be responsive to our residents and business proprietors to operate a professional and financially sound operation.

DESCRIPTION OF SERVICES: The primary service provided by the sewer division is that of maintaining a collection system for sanitary flow. Our sewer system collects flow throughout the Town and discharges to the MWRA for sewer waste removal and treatment. The average daily flow for sewerage is .89 mgd (million gallons per day).

VETERAN SERVICES

MISSION STATEMENT: The Mission of the Town of Holbrook's Veteran Services is to advocate on behalf of all Veterans and their dependents in applying for and securing Federal and State benefits for which they are eligible. All personal information is confidential and treated accordingly.

DESCRIPTION OF SERVICES: The Holbrook Veterans Community consists of Veterans from World War II through the current conflicts in Iraq and Afghanistan.

The Veteran Services department is mandated by the Commonwealth of Massachusetts to administer Chapter 115 State funds to qualified Veterans who are in need of temporary assistance. Applications for assistance are handled by the Veteran Services office and are investigated and monitored on a weekly and monthly basis.

The Veterans Agent assists veterans in correctly completing V.A. forms, such as pension forms, service-connected disability applications, upgrades, appeals and burial services.

The Veteran Services Officer with aid and assistance of the local Boy Scout troop ensures that all veteran's graves are properly marked with a flag on Memorial Day. The Veteran Services Officer is responsible for grave markers if local Funeral Directors have not done so.

GOALS:

- Ensure effective outreach and communication for all veterans and their families.

STAFFING:

- 1 part-time Veterans Agent

COUNCIL ON AGING:

MISSION STATEMENT: Through activities, programs and services, the Council on Aging (COA) encourages and promotes independence to our Senior Community. It is the mission of the COA to enhance the quality of life and promote the dignity of all our Senior Citizens that live within the Town of Holbrook.

DISCRIPTION OF SERVICES: We are a multi-faceted agency addressing many issues concerning our Senior population. At the Senior Center, Senior Citizens can enjoy a wide variety of programs/activities including: BINGO, card games, trivia, support groups, movies, weekly social, knitting, crocheting, arts and crafts, gardening, book club, day trips and other enjoyable activities. We offer two monthly exercise programs (chair hip-hop and line dancing). Joining with the Town of Avon, we enjoy day trips and other events bringing further diversity to our programs.

The vans operate Monday through Thursday (and Friday until noon). We provide van transportation to medical appointments and locally for food shopping, hair appointments, banking, post office mall shopping and to and from the Senior Center.

Our Outreach Coordinator assists our homebound elders within the Community with their needs and refers them to necessary agencies for guidance. The Outreach Coordinator also assists in the processing of fuel assistance, putting together the paperwork and forwarding same to the agency for the distribution of payment.

Our Shine Volunteer Coordinator reviews and assists in the processing of Health Insurance for our Seniors; often saving them a substantial amount of money on their insurance needs.

The Holbrook Council on Aging is also funded by South Shore Elder Services for the MAP (Medical Access Program). South Shore Transportation is under contract with South Shore Elder Services to transport our Seniors to area doctors and hospitals though-out the area and in the Boston/Brookline area as well.

Our newsletters are prepared in house and distributed around Town and mailed to those Seniors upon request on a monthly basis.

We continue to sponsor the distribution of medical equipment to people in need. The Senior Center also has a vast collection of DVDs, jigsaw puzzles and CDs.

Through the Norfolk County Sheriff's Office TRIAD, monthly meetings are held to keep our Senior population informed. Among the programs offered are the "Are You Okay" and "Yellow Dot" Programs. The "Are You Okay" Program allows our Seniors to register their telephone number and are called each day. The "Yellow Dot" Program puts a yellow dot on a senior's vehicle. In case of an accident, it notifies the paramedics or police officers that their medical emergency information is in the glove compartment.

We are very proud of our volunteers and most grateful for their efforts and the staff as well. Without them we could not give our Seniors the support and attention they need and deserve.

The Council on Aging can only exist when the Seniors and Townspeople work together!

Staffing:

Coordinator: (12-18 hours per week)
Asst. Coordinator/Fuel Assistance (12-18 hours per week)
Outreach Coordinator (40 hours per month through Formula Grant)
Principal Clerk: (12 hours per week)
Principal Clerk: (12 hours per week through Formula Grant)
1 Extra Hire Principal Clerk: (as needed through Formula Grant)
3 Part-time Van Drivers: (50 hours per week)
2 Alternate Part-time Van Drivers: (as needed through Formula Grant)

PUBLIC LIBRARY

The Holbrook Public Library had quite a year of transformation in 2022. With a new library director, several staff retiring and/or moving, and a new 5 year Strategic Plan - many things have changed since last year's annual report.

The new 5-year Strategic Plan allowed us to update our mission and vision statements:

MISSION STATEMENT:

The Holbrook Public Library is committed to serving the changing needs of our community by providing access to free sources of knowledge, information, and entertainment both within and beyond our walls.

VISION STATEMENT:

The library strives to be seen as the heart of the community, because a good community shows its heart through a good library. The library will help build a stronger community, helping lead and support the community in growth, services, and advanced planning, as well as advocating for both community and library needs. Good Libraries = Strong Communities

DESCRIPTION OF SERVICES:

The Library provides a variety of materials for patrons to utilize in the library as well as for home use. This collection of materials includes print materials (books, magazines, newspapers) as well as audio visual materials (DVDs, books on cd, music cds, Playaways, Wonderbooks). In 2022, patrons borrowed more than 31,000 physical items. With an average cost of \$25 to purchase a book, this saved Holbrook residents \$778,000. Along with the physical materials, the library provides digital titles for patrons. With online services (Libby, Hoopla, Kanopy, Freegal) the Library is able to offer streaming movies, e-books, e-audiobooks, graphic novels, music, and other digital materials. In 2022, Holbrook residents streamed or downloaded 3,800 e-books, audiobooks, movies, and music.

As part of the Library's collection, an investment has been made the past couple of years into unique items. Unique items are non-traditional library materials that provide informational, recreational, and educational support to the patrons. In 2022, the development of this collection focused on giant games and yard games, in addition to the items added previously for musical instruments and technology. The circulating museum pass collection was evaluated and several local museums were added. This collection provides access to materials that patrons may otherwise not have available to them.

The Library also provides free internet access with available computers and printers inside the building, along with mobile Wifi hotspots available for checkout, and various databases, as well as online asset navigation and utilization assistance. The Holbrook Public Library is a member of the Old Colony Library network; providing shared resources and materials with public and academic libraries on the South Shore, which provides greater access and greater sharing for Holbrook residents.

The Strategic Plan goal of prioritizing programming has already been met with a new Adult

Services and Youth Services programming team. Activities include storytimes, crafts for all ages, gaming nights, an all ages summer reading program, and various educational/cultural programs brought in for patrons to enjoy. In 2022, the library provided classes and events to an average of 225 residents each month. Additionally, efforts for outreach to the Schools, Council on Aging, Holbrook Court, the Holbrook Historical Society, and the Holbrook Historical Commission have already been very successful, and we look forward to more collaboration in the future. The library staff was excited to be included in the 150th Anniversary Celebration for the Town of Holbrook this past year, and the library is looking forward to more involvement with community activities.

BUDGET AND BUILDING:

Continued support by the town for the library budget has allowed the library to maintain its standing with the Massachusetts Board of Library Commissioners for State Aid and certification. State Aid funding in 2022 paid for the new library website and much needed upgrades to all the staff computers.

Programming offered by outside providers free of charge is utilized as well as funds from grants from the Holbrook Cultural Council and the Friends of the Holbrook Public Library, Inc. These funding sources have allowed the library to offer enriching programming to the community that it otherwise would not be able to offer. State Aid funding was also used to hire some great performers over the past year.

Utilities, repairs, and maintenance costs of the facility continue to consume the majority of the library's General Expenses Line.

The library saw some big facility maintenance improvements this year; mainly because the building was failing. Thank you to the Finance Committee for approving the emergency funding for a new boiler, and thank you to the Capital Planning Committee and Town Meeting Members for approving a new roof, new windows, and a new HVAC. The new boiler and new roof went up in 2022, the new windows were scheduled for early 2023, and quotes were still being given for a new HVAC at the end of 2022 for hopefully a spring 2023 installation. We unfortunately had flooding issues twice over the summer, so that will hopefully be addressed in 2023.

With more updates to the building needed, and a need for more programming support, the Board of Library Trustees contracted a professional fundraiser and grant writer to help them start setting up these long term initiatives.. The Holbrook Library Fund, a private 501c3 foundation, was incorporated in 2022 under the direction of the Board of Library Trustees. Many grants were applied for and a big "Signature Event" is in the works for 2023.

HIGHLIGHTS:

With the new Strategic Plan, a community survey was done and community input solicited. One of the main things that was changed this year is the library now has new hours! While the library is still open the same amount of hours as before, which is 40 hours, we've received many comments that it feels like we are open more hours.

Previous hours of operation:

Tuesday: 12-8pm
Wednesday: 9am-5pm
Thursday: 12-8pm
Friday: 9am-5pm
Saturday: 9am-5pm from September to May only - closed on Saturdays in the summer
Monday: 9am-5pm for summer only (June-August) - closed otherwise

New hours of operation:
Tuesdays, Wednesdays, Thursdays: 9:30am-7:30pm
Fridays and Saturdays: 9:30am-2:30pm
Sundays and Mondays: closed
all year long!

The other main highlight of the year was already mentioned above, but the new library website took a lot of work and effort and we are so happy with the outcome.

STAFFING:

With several retirements, people moving out of state, and people finding better paying jobs - change was the major theme of the year. This also led to a huge opportunity for the Library Director, Board of Library Trustees, and Library Union to re-do the collective bargaining agreement, re-write all job descriptions, and evaluate the pay scales. An elected three member Board of Library Trustees oversee the library.

The current staff members as of the end of 2022 are as follows:

Library Director: Kimberly Usselman
Assistant Library Director and Technology Librarian: Michael Long
Youth Services Librarian: Stephanie Capuzzo
Borrower Services Manager: Jason Shurtleff
Borrower Services Assistant: Jessica Pugsley
Youth Services Assistant: Cat Dwyer
Reference Services Assistant: Catherine Nieves
Programming and Marketing Assistant: Patricia Conway
Finance and Operations Assistant: Vincent Ngyuen
Library Aide: Melanie Boudreau
Library Aide: Tracey Marcarelli
Custodian: Robert Carson

Respectfully Submitted,

Kimberly Usselman
Holbrook Public Library, Director

SELECT BOARD APPOINTMENTS

Expires June 30 unless noted

Animal Control Officer	Aaron Movsessian	2023
Assistant Town Accountant	Diane Haley	2023
Chief Procurement Officer	Gregory Hanley	2023
Director of Inspectional Services	Eric C. Erskine	2023
Emergency Management Director	William J. Smith	2023
Ethics Commission Liaison	Jeanmarie Tarara	2023
Field Driver/Pound Keeper	Aaron Movsessian	2023
Handicapped Rules & Regulations Coordinator	Eric C. Erskine	2023
Metropolitan Area Planning Council	Gregory Hanley	2023
Norfolk County Advisory Board Rep.	Daniel R. Lee	2023
Parking Clerk and Hearings Officer	Jeanmarie Tarara	2023
Electrical Inspector	Gerald Graham	2023
Alt. Electrical Inspector	David Keenan	2023
Plumbing Inspector	John Callahan	2023
Alt. Plumbing Inspector	Mark Grzybinski	2023
Alt. Building Inspector	Michael J. McGourty	2023
Alternate Plumbing/Gas Inspector	Andrew J. Lyne	2023
Randolph/Holbrook Joint Water Board Member	Gregory Hanley	2023
Sealer of Weights and Measures	Eric C. Erskine	2023
Town Counsel	Murphy, Hesse, Toomey and Lehane	2023
Tri Town Water Board Designee	Gregory Hanley	2023
Veterans' Agent	Dale Kurtz	2023

Baird and Maguire Task Force

Fire Lt. Eric Beltramini	2023
Fire Chief Luke McFadden	2023

Capital Improvement Planning Committee

Paul Lynch, Citizen at Large	2023
Daniel R. Lee, Selectmen's Rep.	2023
Nancy Alterio, School Committee	2023
Susan Godwin, Finance Committee	2023
Elizabeth Zaleski, Town Accountant	2023
(ex-officio)	
Gregory Hanley, Town Administrator	2023
(ex-officio)	

Conservation Commission

Fred White	2025
Brian Lutz	2025

Constables

Ralph J. Colarusso	2023
Mark Shanly	2023

Council on Aging Board

Gary Newton	2023
RoseAnn Carlo	2023
Beatrice Taggart	2023
Maria Malinowski	2023
Sandra Lemieux	2023
Thelma (Jean) Douglas	2023
Roger Davenport	2023
Dwight Nevins	2023
Kathy Bussolari	2023
Louise Currie	2023
Elaine Hyland	2023

COA Building Advisory Committee

Elaine Hyland	2023
Christopher Eddington	2023
Susan Murray	2023
Katie Goldrick	2023
John Moriarty	2023
Patricia Conway	2023
Cindy Brennan	2023
Tiffany Sheehan (ex-officio)	2023
Lindsay Vayda (ex-officio)	2023

Diversity & Inclusion Committee

Priscilla Casna	2023
Robert-Thomas Duclersaint	2023
Trinidad Carney	2023
Amie Pierce	2023
Meghan Elliott	2023
Dawn Hadley	2023
Tracy O'Keefe	2023

Holbrook Housing Authority

Sandra Lemieux	
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Holbrook Historical Commission

David Dingledy	2025
Alexandra Bernson	2025

Local Cultural Council

John Russo	2025
Muriel Powers	2025
Janet Page	2025

Local Emergency Planning Committee

Daniel Lee	2023
William Smith	2023
Eric Beltramini	2023
Luke McFadden	2023
Katie Goldrick	2023
Keith Nastasia	2023

Open Space Committee (TBD)

Denise Louis Scully	
Patricia Greely	

Permanent Cable Television Advisory Committee

Keith O'Brien	2025
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Special Police Officers

Robert McNamara	2023
Armando Soto	2023

Town Scholarship Committee

Priscilla Casna	2025
Kristine Ouimet	2025

Zoning Board of Appeals

Paul Healey	2025
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**TOWN OF HOLBROOK
MINUTES OF SPECIAL TOWN MEETING
March 1, 2022**

Pursuant to the warrant issued by the Board of Selectmen on January 19, 2022 with a quorum of 107 Town Meeting Members present, Moderator James J. Curran, Jr. called the Special Town Meeting to order Tuesday, March 1, 2022 at 7:34 p.m. in the Holbrook Jr./Sr. High School Gymnasium, 245 South Franklin Street.

Kendra Moore sang the National Anthem and Father Thomas Boudreau from St Joseph's Catholic Church Offered the invocation. There was a moment of silence offered for Paul Murray of the Republic Town Committee and Dorothy Potcner of the Friends of the Council on Aging and all the veterans of our country who have passed away. Thomas Benvie from the Historical Committee began the meeting with cake for the Town Meeting Members and we sang Happy 150th Birthday to the Town of Holbrook with Steve Benvie playing his harmonica for the singing of Happy Birthday to the Town.

The Members then proceeded to vote on the articles as Follows:

ARTICLE 1: Authorize Borrowing for the Tri-Town Water Treatment Plant Project Additional Cost

Upon motion duly made and seconded, it was unanimously

VOTED: That the Town appropriate Two Million, Five Hundred Thousand Dollars and Zero Cents (\$2,500,000.00), to pay the Town's share of additional costs of design and construction of the Tri-Town Regional Water Treatment Plant, as well as paying the Town's share of designing and constructing subaqueous dual transmission mains, including, in each case, the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, s8(4), or any other enabling authority, and to issue Bonds or Notes to the Town therefor.

ARTICLE 2: Fund Collective Bargaining Agreement – International Association of Firefighters, Local 1452

Upon motion duly made and seconded, it was with 1 opposed and 1 abstained

VOTED: That the Town transfer the sum of Eighty-Nine Thousand, Three Hundred Twenty-Three Dollars and Thirty-Two Cents (\$89,323.32), from Free Cash, said sum to be used to provide pay raises , pay adjustments, new positions or other benefits to meet the costs of collective bargaining agreement negotiated between the Town of Holbrook and the International Association of Firefighters. Local 1452, effective July 1, 2021, and that the Town Accountant be instructed to allocate the funds provided under this article to the proper line item in all department budgets where it may be required for the payment of the aforesaid.

ARTICLE 3: Fund Collective Bargaining Agreement – Patrol Officers Local 88A

Upon motion duly made and seconded, it was with 2 opposed

VOTED: That the Town transfer the sum of Fifty-Nine Thousand, Two Hundred Sixteen Dollars and Fifty-Five Cents (\$59,216.55), from Free Cash, said sum to be used to provide pay raises, pay adjustments, new positions, or other benefits to meet the cost of the collective bargaining agreement negotiated between the Town of Holbrook and the New England Police Benevolent Association, Inc. Holbrook Patrolman's Association, Local 88A, effective July 1, 2021, and that the Town Accountant be instructed to allocate the funds provided under this article to the proper line items in all department budgets where it may be required for the payment of the aforesaid.

ARTICLE 4: Fund Collective Bargaining Agreement – Superior Officers Local 88 B

Upon motion duly made and seconded, it was with 6 opposed

VOTED: That the Town transfer the sum Forty-Four Thousand, Nine Hundred Sixty-Two Dollars and Forty-Nine Cents (\$44,962.49), from Free Cash, said sum to be used to provide pay raises, pay adjustments, new positions, or other benefits to meet the cost of the collective bargaining agreement negotiated between the Town of Holbrook and the New England Police Benevolent Association Inc., Holbrook Superiors' Association Local 88B, effective July 1, 2021, and that the Town Accountant be instructed to allocate the funds provided under this article to the proper line items in all department budgets where it may be required for the payment of the aforesaid.

ARTICLE 5: Fund Collective Bargaining Agreement – American Federation of State, County, and Municipal Employees, Local 1395 (Communications Dispatchers Union)

Upon motion duly made and seconded, it was with 3 opposed

VOTED: That the Town transfer the sum of Fifty-Eight Thousand, Five Hundred Sixty-Four Dollars and Zero Cents (\$58,564.00), from Free Cash, said sum to be used to provide pay raises, pay adjustments, new positions, or other benefits to meet the cost of the collective bargaining agreement negotiated between the Town of Holbrook and the American Federation of State, County and Municipal Employees, Local 1395, effective July 1, 2021, and that the Town Accountant be instructed to allocate the funds provided under this article to the proper line items in all department budgets where it may be required for the payment of the aforesaid.

ARTICLE 6: Supplemental Appropriation – Fire Apparatus Fuel

Upon motion duly made and seconded, it was with 1 opposed

VOTED: That the Town Transfer the sum on One Thousand Dollars and Zero Cents.(\$1,000.00), from Free Cash, to be added to the exiting amount already appropriated at the Annual Town Meeting, for the fiscal year ending June 30, 2022 under Fire Department Account Number 01-220-5200-5480- Fire Gasoline.

ARTICLE 7: Supplemental Appropriation – Ambulance Fuel

Upon motion duly made and seconded, it was with 1 opposed

VOTED: That the Town transfer the sum of Four Thousand Two Hundred Dollars and Zero Cents (\$4,200.00), from Free Cash, to be added to the existing amount already appropriated at the Annual Town Meeting, for the fiscal year ending June 30, 2022 under EMT, Account Number 01-230-5200-5480-EMT Gasoline.

ARTICLE 8: Supplemental Appropriation – Public Safety Building Utilities

Upon motion duly made and seconded, it was with 5 opposed

VOTED: That the Town take transfer the sum of Forty-Five Thousand Dollars and Zero Cents (\$45,000.00), from Free Cash, to be added to the existing amount already appropriated at the Annual Town Meeting, for the fiscal year ending June 30, 2022 under Public Safety Building , Account Number 01-200-5200-5210 – PSB Utilities.

ARTICLE 9: Supplemental Appropriation – Fire Department Labor/Overtime

Upon motion duly made and seconded, it was with 4 opposed

VOTED: That the Town transfer the sum of Seventy-One Thousand Dollars and Zero Cents (\$71,000.00), from Free Cash, to be added to the existing amount already appropriated at the Annual and Special Town Meetings, for the fiscal year ending June 30, 2022 under Fire Department, Account Number 01-220-5100-5130- Fire Overtime.

ARTICLE 10: Appropriation for Holbrook Sesquicentennial Celebration

Upon motion duly made and seconded, it was unanimously

VOTED: That the Town take no action on this article.

ARTICLE 11: Appropriation for Structural Study – Town Hall Third Floor

Upon motion duly made and seconded, it was unanimously

VOTED: That the Town take no action on this article.

ARTICLE 12: Appropriation for the Reserve Fund

Upon motion duly made and seconded, it was with 2 opposed

VOTED: That the Town transfer Two Hundred Fifty Thousand Dollars and Zero Cents (\$250,000.00), from free cash to be added to the Reserve Fund, as established in accordance with the provisions of Massachusetts General Laws, Chapter 40, Section 6.

ARTICLE 13: Transfer Funds to Adm/Clerical Salaries in the Town Clerk's Office

Upon motion duly made and seconded, it was unanimously,

VOTED: That the Town transfer funds in the amount of Twenty Nine Thousand Eight Hundred Two Dollars and Zero Cents (\$29,802.00), from Free cash to Adm/Clerical Salaries Account #01-161-5100-5114 such cash to fund payroll for the remainder of this year.

ARTICLE 14: Appropriation for Generator Purchase

Upon motion duly made and seconded, it was unanimously

VOTED: That the Town take no action on this article.

Upon motion duly made and seconded, it was

VOTED: To adjourn the Special Town Meeting at 8:27 p.m.

A true copy, Attest:

Jeanmarie Tarara
Town Clerk

TOWN OF HOLBROOK
TOWN CLERK'S MINUTES
ANNUAL TOWN MEETING
MAY 18, 2022

Pursuant to the Annual Town Meeting posted May 2, 2022 the meeting was called to order By the Town Moderator James J. Curran, Jr. at 7:20 pm on May 18, 2022 with the pledge of allegiance to the Flag lead by the Boy Scouts of America Troop 153 and the Holbrook Police Honor Guard. A moment of silence was held in honor of Irene Russo, election worker and the Ukrainian lives lost in the Russian Attacks and all victims of abuse and violence. Pastor Shawn Keener from the Brookville Baptist Church. The Checkers and Tellers, Marlene Sullivan, Denise Ryan, Theodore Sargent, and Melissa McCarthy and HCAM Representatives, Zachary Gorman, Jenna Cabral, Dylan Carrol-Brown, Carolyn Duggan and Caleb Tobin were all recognized and thanked for their service. There were 130 Town Meeting Members present who proceeded as follows:

ANNUAL TOWN MEETING				
18-May-22				
LIST OF ARTICLES				
Art. #	Department	Subject	Amount	Funding Source
1	Select Board	Report of Town Officers		N/A
2	Select Board	Reports of Committees		N/A
3	Select Board	Massachusetts Department of Transportation Funds Authorization (Chapter 90)		N/A
4	Library Board of Trustees	Authorize Public Library Use of State Aid		N/A
5	Select Board	Town Budget	\$47,452,338.49	Raise, Appropriate & Transfer
6	Select Board	Enterprise Fund Budgets	\$7,867,649	Raise, Appropriate & Transfer
7	Select Board	Change from elected to appointed position Treasurer / Collector		N/A
8	Treasurer/Collector	Salary Increase - Treasurer Collector	\$1,162.00	Raise, Appropriate & Transfer
9	Select Board/Personnel Board	Personnel Board Wage and Salary Adjustments		N/A - included in FY2023 Budget
10	Planning	MBTA Overlay District		N/A
11	Planning	Zoning Bylaws Section 4.1.3		N/A
12	Planning	Zoning Bylaws Section 4.1.2		N/A
13	Planning	Zoning Bylaws Section 11.0		N/A
14	Citizens Petition	Citizens Petition Town Warrant Selectmen Recall		N/A
15	Citizens Petition	Citizens Petition Plastic Bags		N/A
16	Citizens Petition	Citizens Petition Excessive Absenteeism		N/A
17	Citizens Petition	Citizen's Petition – Move to Open Town Meeting Form of Government		N/A
18	Citizens Petition	Citizens Petition Zoom/HCAM		N/A
19	Board of Health	Rodent Monitoring	\$ -	Non-Identified

ARTICLE 1: Reports of Town Officers

Upon Motion duly made and seconded it was unanimously
Voted: That the Town accept the reports as presented.

ARTICLE 2: Reports of Committees

Upon Motion duly made and seconded, it was with 4 opposed
Voted: That the Town accept the reports as presented.

ARTICLE 3: Massachusetts Department of Transportation (DOT) Funds Authorization

Upon Motion duly made and seconded, it was unanimously
Voted: That the Town authorize the Board of Selectmen, upon the recommendation of the Superintendent of Public Works, to accept and enter into contracts for the expenditure of any/all funds allotted by the Commonwealth (including its Department of Transportation) and/or Norfolk County for the construction, re-construction and improvements of Town streets.

ARTICLE 4: Authorize Public Library Use of State Aid

Upon Motion made and seconded, it was unanimously
Voted: That the Town accept the reports as presented.

ARTICLE 5: Town Budget

Upon Motion duly made and seconded it was with 10 opposed
Voted: That the Town accept the Budget as printed below

Voted: That the Town raise and appropriate the Town Budget as printed below.

General Fund Operating Budget: \$47,452,338.49



TOWN OF HOLBROOK
FY2023 BUDGET SUMMARY

Revenue	Estimated FY2023	Expenditures	Finance Committee Recommendation FY2023
General Fund			
Property Taxes		Operating Budget	
Levy Limit	27,927,827.00	General Government	\$ 2,187,031.50
Prop 2 1/2 %	698,195.68	Public Safety	\$ 8,554,145.70
New Growth	300,000.00	Education- Holbrook Public	\$ 16,389,590.00
Sub-Total Property Tax:	28,926,022.68	Blue Hills Technical	\$ 1,627,396.00
		Norfolk Agricultural	\$ 25,464.00
Debt Exclusions	3,708,350.60	Public Works	\$ 2,043,916.47
Excess Capacity	(2,260,532.14)	Public Services	\$ 717,902.44
Sub-Total	1,447,818.46	Debt Service	\$ 3,822,995.60
		State & County Assessments	\$ 1,375,878.00
Total Property Taxes	30,373,841.14	Benefits	\$ 9,004,968.86
		Other Insurances	\$ 1,012,384.20
State Aid		Transfers Out:	
Cherry Sheet	11,803,741.00	Transfer to Capital Improvement	\$ -
Less Offsets:	(122,075.00)	Transfer to Agency IOD	\$ 20,000.00
Total State Aid:	11,681,666.00	Transfer to OPEB	\$ -
		Transfer to General Stabilization	\$ -
Local Estimated Receipts			\$ -
Local Receipts	3,584,884.90		
Total Local Est. Receipts:	3,584,884.90		
Total Revenue	45,640,392.04	Operating Budget Total	\$ 46,781,672.77
Other Sources of Revenue			
Transfer from Free Cash	-		
Transfer from Compensated Absences	67,037.03	To be raised on the Recap:	
Transfer from RRFA Ambulance	361,018.81	Snow & Ice Deficit	\$ 370,000.00
Transfer from SR Fire Alarm	11,484.80	Overlay	\$ 300,665.72
Indirect Costs Water	816,120.85	Other Expenditures Total	\$ 670,665.72
Indirect Costs Solid Waste	145,271.87		
Indirect Costs Sewer	411,013.10		
Total Other Revenue:	1,811,946.46		
Total GF Sources of Revenue:	47,452,338.50	Total General Fund Expenditures:	\$ 47,452,338.49
Surplus/Deficit		Surplus/Deficit	\$ (0.00)

General Government		FY22 Appropriation as amended		FY23 Requested	FY23 Finance Committee Recommendation
122	Selectmen	Expenses	7,600	27,000	22,000
		Total	7,600	27,000	22,000
123	Town Administrator	Salaries	267,962	349,175	394,175
		Expenses	1,000	4,000	4,000
		Total	268,962	353,175	398,175
131	Finance Committee	Expenses	600	600	600
		Total	600	600	600
132	Reserve	Expenses	204,296	250,000	250,000.00
		Total	204,296	250,000	250,000
135	Town Accountant	Salaries	167,960	186,665	186,665
		Expenses	48,935	57,760	57,760
		Total	216,895	244,425	244,425
141	Assessor	Salaries	196,647	210,107	210,107
		Expenses	35,680	42,880	42,880
		Total	232,327	252,987	252,987
145	Treasurer/Collector	Treasurer's Salary	80,558	82,169	80,558
		Salaries	149,825	209,147	149,825
		Expenses	155,231	155,098	160,000
		Total	385,614	446,413	390,383
151	Legal / Professional / Technical Services	Expenses	150,000	200,000	200,000
		Total	150,000	200,000	200,000
152	Human Resources	Salaries	76,470	176,619	176,619
		Expenses	5,000	5,000	5,000
		Total	81,470	181,619	181,619
161	Town Clerk	Town Clerk Salary	79,395	79,395	79,395
		Salaries	89,148	94,427	94,427
		Expenses	6,170	7,920	7,920
		Total	174,713	181,742	181,742
162	Elections/Town Meeting	Salaries	10,000	40,000	40,000
		Expenses	15,000	15,000	15,000
		Total	25,000	55,000	55,000
163	Board of Registrars	Salaries	1,400	1,600	1,600
		Expenses	5,800	6,000	6,000
		Total	7,200	7,600	7,600
195	Town Reports	Expenses	-	2,500	2,500
		Total	-	2,500	2,500
		General Gov. Total	1,754,677	2,203,062	2,187,032

Public Safety		FY22 Appropriation as amended		FY23 Requested	FY23 Finance Committee Recommendation
200	Public Safety Building				
		Salaries	22,484	22,484	22,484
		Expenses	251,971	181,447	181,447
		Total	274,455	203,931	203,931
210	Police Department				
		Salaries	3,040,163	3,238,374	3,238,374
		Expenses	214,000	228,000	228,000
		Total	3,254,163	3,466,374	3,466,374
220	Fire Department				
		Salaries	2,592,113	2,516,229	2,516,229
		Expenses	113,987	115,968	115,968
		Total	2,706,100	2,632,197	2,632,197
225	Dispatch				
		Salaries	1,002,000	1,057,492	1,057,492
		Expenses	135,000	342,350	342,350
		Total	1,137,000	1,399,842	1,399,842
230	EMT				
		Salaries	242,711	248,250	248,250
		Expenses	109,544	107,451	112,769
		Total	352,255	355,701	361,019
291	Emergency Management				
		Expenses	3,000	13,000	13,000
		Total	3,000	13,000	13,000
292	Animal Control				
		Salaries	44,114	-	44,114
		Expenses	14,900	-	14,900
		Total	59,014	-	59,014
244	Weights & Measures				
		Salaries	-	-	-
		Expenses	-	-	-
		Total	-	-	-
240	Inspectional Services				
		Salaries	323,911	339,469	339,469
		Expenses	64,891	79,300	79,300
		Total	388,802	418,769	418,769
		Public Safety Total	8,174,789	8,489,814	8,554,146
Education		FY22 Appropriation as amended		FY23 Requested	FY23 Finance Committee Recommendation
300	Schools				
		Blue Hills	1,811,245	1,627,396	1,627,396
		Norfolk Aggie	12,000	25,464	25,464
		Total	1,823,245	1,652,860	1,652,860
301	Holbrook Public Schools				
	Education		14,750,830	15,112,590	15,112,590
	School Transportation		1,250,955	1,277,000	1,277,000
	Total	16,001,785	16,389,590	16,389,590	16,389,590
	Education Total	17,825,030	18,042,450	18,042,450	18,042,450

		FY22		FY23 Finance Committee	
Public Works		Appropriation as amended	FY23 Requested	Recommendation	
400	Public Works				
		Salaries	1,120,426	1,155,416	1,155,416
		Expenses	407,600	475,500	528,500
		Total	1,528,026	1,630,916	1,683,916
422	Roads & Sidewalks plus Parks & Fields				
		Expenses	140,000	75,000	100,000
		Total	140,000	75,000	100,000
423	Snow And Ice				
			150,000	150,000	150,000
		Total	150,000	150,000	150,000
424	Street Lighting				
		Expenses	105,000	110,000	110,000
		Total	105,000	110,000	110,000
		Public Works Total	1,923,026	1,965,916	2,043,916
		FY22		FY23 Finance Committee	
Public Services		Appropriation as amended	FY23 Requested	Recommendation	
294	Forest Comm.				
		Expenses	1,000	1,000	1,000
		Total	1,000	1,000	1,000
541	Council On Aging				
		Salaries	113,109	113,109	113,109
		Expenses	20,500	20,500	20,500
		Total	133,609	133,609	133,609
543	Veteran's Services				
		Salaries	10,608	10,608	10,608
		Expenses	40,850	43,210	43,210
		Total	51,458	53,818	53,818
610	Public Library				
		Salaries	350,242	379,475	379,475
		Expenses	143,500	150,000	150,000
		Total	493,742	529,475	529,475
691	Historical Commission				
		Expenses	100	-	-
		Total	100	-	-
		Public Services Total	679,909	717,902	717,902
		FY22		FY23 Finance Committee	
Debt		Appropriation as amended	FY23 Requested	Recommendation	
	Debt Outside Prop 2-1/2				
710		Maturing Debt	3,012,447	2,705,179	2,705,179
751		Interest	1,213,897	1,094,672	1,094,672
751		Debt Administration	15,000	15,000	15,000
		Total	4,241,344	3,814,851	3,814,851
752	Temporary Loans				
		Paydowns	62,700	-	-
		Interest	68,279	8,145	8,145
		Total	130,979	8,145	8,145
		Debt Total	4,372,323	3,822,996	3,822,996

		FY22		FY23 Finance Committee	
State & County Assessments		Appropriation as amended	FY23 Requested	Recommendation	
820	State Assessments				
	School Assessments	884,830	1,028,808		996,738
	Town Assessments	307,044	319,670		319,678
	Total	1,191,874	1,348,478		1,316,416
830	County Assesments				
	Expenses	58,011	59,462		59,462
	Total	58,011	59,462		59,462
	Total	1,249,885	1,407,940		1,375,878
		FY22		FY23 Finance Committee	
Employee/Retiree Benefits		Appropriation as amended	FY23 Requested	Recommendation	
911	Employee Benefits				
	Pension Assessment	2,399,401	2,573,892		2,573,892
	Medicare Tax	300,000	333,657		333,657
	Total	2,699,401	2,907,549		2,907,549
914	Health Insurance				
	Expenses	5,412,785	5,842,530		5,842,530
	Medicare Part B	176,000	202,889		202,889
	Total	5,588,785	6,045,419		6,045,419
915	Employee Life Insurance				
	Expenses	22,000	22,000		22,000
	Total	22,000	22,000		22,000
916	Dental Insurance				
	Expenses	30,000	30,000		30,000
	Total	30,000	30,000		30,000
	Employee/Retiree Benefits	8,340,186	9,004,969		9,004,969
		FY22		FY23 Finance Committee	
Other/Insurance		Appropriation as amended	FY23 Requested	Recommendation	
913	Unemployment				
	Expenses	100,000	180,000		180,000
	Total	100,000	180,000		180,000
945	Other Insurance				
	General Insurance	547,622	602,384		602,384
	Workers Comp	221,644	230,000		230,000
	Total	769,266	832,384		832,384
	Other/Insurance Total	869,266	1,012,384		1,012,384
		FY22		FY23 Finance Committee	
Transfers		Appropriation as amended	FY23 Requested	Recommendation	
990	Transfer to Capital	-	400,000		-
990	Transfer to Trust & Agency IOD	-	20,000		20,000
990	Transfer to Trust & Agency OPEB	-	100,000		-
990	Transfer to General Stabilization	-	461,000		-
	Total	-	981,000		20,000
	Transfers Total	-	981,000		20,000
	Grand Total	45,189,090	47,648,433		46,781,673

47,452,338.29

Upon Motion duly made and seconded it was at 8:21 pm

Voted: To adjourn the Annual Town Meeting to take up the Special Town Meeting and return to the Annual on completion of the Special.

Upon Motion duly made and seconded it was

Voted: to reconvene the Annual Town Meeting at 9:52 pm.

Article 6: Enterprise Fund Budgets

Upon Motion duly made and seconded it was with 1 opposed

Voted: to raise and appropriate and/or transfer from available funds as indicated, such sums of money necessary for the ensuing year to operate the Enterprise Funds as listed below, or take any other action relative thereto?

Solid Waste Enterprise Fund			FY22 Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
60	Expenditures		760,000	760,000	760,000
60	Extraordinary & Unforseen		15,000	15,000	15,000
60	Indirect Costs		133,503	145,272	145,272
60	Transfer to Capital Improvement		-	-	-
	Total		908,503	920,272	920,272
PEG Access aka HCAM Enterprise Fund			FY22 Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
62	Expenditures		238,000	233,000	233,000
	Total		238,000	233,000	233,000
Sewer Enterprise Fund			FY22 Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
65	Expenditures		206,000	106,000	106,000
65	Extraordinary & Unforseen		-	100,000	100,000
65	MMRA Assessment		1,898,064	1,958,421	1,958,421
65	Indirect Costs		376,503	411,013	411,013
	Total		2,480,567	2,575,434	2,575,434
Water Enterprise Fund			FY22 Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
68-450	Expenditures Water		205,000	205,000	205,000
68-450	Indirect Costs		482,921	527,214	527,214
68-450	Transfer to Capital		-		
68-450	Transfer to Joint Water		-	769,453	769,453
68-451	Expenditures Joint Water		1,200,000	1,200,000	1,250,000
68-451	Indirect Costs		264,257	288,907	288,907
68-452	Expenditures Tri-Town		30,000	30,000	30,000
68-750	Debt & Interest		1,254,378	1,068,369	1,068,369
	Total		3,436,556	4,088,943	4,138,943

- Solid Waste Enterprise Fund Nine Hundred Twenty Thousand Two Hundred and Seventy-Two Dollars and No Cents (\$920,272)

- PEG Access Enterprise Fund Two Hundred Thirty-Three Thousand Dollars and No Cents (\$233,000)
- Sewer Enterprise Fund Two Million Five Hundred Seventy-Five Thousand Four Hundred Thirty-Four Dollars and No Cents (\$2,575,434)
- Water Enterprise Fund Four Million One Hundred Thirty-Eight Thousand Nine Hundred Fortys-Three Thousand Dollars and No Cents (\$4,138,943).

Article 7: Change from elected to appointed position Treasurer Collector.

Upon Motion duly made and seconded it was with 77 for and 35 against

Voted: That the Town submit for Ballot Vote a change from elected to appointed position Tax Collector/Treasurer

Sample Ballot Question:

Shall the Town Vote to have its elected Treasurer/Collector become an appointed Treasurer/Collector of the Town? YES _____ NO _____

Article 8: Salary Increase – Treasurer/Collector

Upon Motion made and seconded, it was by simple majority

Voted: That the Town raise and appropriate the sum of One Thousand Six Hundred Twelve Dollars and no cents and said funds be added to the Treasurer/Collector Salary Line.

Article 9: Personnel Board Wage and Salary Adjustments

Upon Motion duly made and seconded it was with 3 opposed

Voted: That the Town amend the Town By-Laws, Section 10, Salary Administration Plan, Article III, Section 10.5(g), Schedule B, as indicated in the following schedule. The indicated salary increases are included in the FY2023 budget as presented.

Job Title	FY 22 Salary	Proposed Salary FY 23
Veteran's Agent Part Time	10,608.00	10,608.00
Plumbing and Gas Inspector	16,623.00	16,623.00
Wiring Inspector	17,488.07	17,488.07
Sealer of Weights& Measures	4,504.65	4,504.65
Youth Coordinator		
Parking Clerk		
Health Agent	37.00	37.74
Laborer Part-Time	23.93	24.41
Principle Clerk Part-Time	20.03	20.43
COA Coordinator	23.82	24.30
Assistant COA Coordinator	20.81	21.23
Van Driver	14.79	15.09
Public Safety Dispatcher PT	22.00	22.44
I T Coordinator	30.60	
Call Men on Duty	15.37	

Special Officers	22.00	22.44
Matrons Wage		
Assistant Building Inspector	25.77	26.29
Assist Plumbing Gas Inspector	25.77	26.29
Assistant Wiring inspector	25.77	26.29
Conservation Officer Part Time	29.00	29.58
Library Page	MA Minimum Wage	
Plow Drivers		
PWD Temporary Seasonal Help	MA Minimum Wage	
Public Health Nurse Part Time	30.00	
Election Workers	MA Minimum Wage	
Election Wardens	281.00	286.62
Election Clerks	261.00	266.22
Town Meeting Workers	MA Minimum Wage	
Election Registrars Per MGL 41 S19G		

Article 10: MBTA Overlay District

Upon Motion duly made and seconded it was with 59 for and 46 opposed

Voted: That the town refer this article back to the Planning Board for further study.

Article 11: Zoning Bylaws Section 4.1.3

Upon Motion duly made and seconded it was with 3 opposed

Voted: That the Town amend the Zoning Bylaws Section 4.0 Dimensional Regulations by adding the Subsection 4.1.3 as written as printed in the Warrant.

Add to Section 4.0 Dimensional Regulations as new section 4.1.3

ACCESSORY USE AND STRUCTURE SETBACKS:

1. Pools will maintain a side and rear lot line setback of 10 feet
2. Sheds up to 200 square feet will maintain a side and rear setback of 5 feet
3. Sheds or garages over 200 square feet and or have second story above will maintain a side and rear lot line set back of 10 feet.

Article 12: Zoning-Bylaws Section 4.1.2

Upon Motion, duly made and seconded it was with 2 opposed

Voted: That the Town amend the Zoning Bylaws Section 4.1.2 Table of Dimensional Regulations by adding two columns titled Total Lot Coverage and Open Space as printed in the Warrant.

Table 4.1.2 Table of Dimensional Regulations

Minimum Zoning Districts	Minimum Lot Sizes	Minimum Lot Area per Dwelling Unit	Maximum Continuous Lot Frontage ⁴	Minimum Yard Depth			Maximum Building Height ⁹		% of Lot Coverage by Building	Total Coverage	Open Space
				Front ⁵	Rear	Side	Stories	Feet			
Res I	60,000	30,000	200	35 ⁶	40	20	2 1/2	35	20%	50%	50%
Res II	40,000	20,000	150	30 ⁶	30	20	2 1/2	35	20%	50%	50%
Res III	20,000	15,000	125	25 ⁶	25	15	2 1/2	35	20%	40%	60%
Res IV	20,000	15,000 ²	125 ²	25 ^{6,2}	25 ²	20 ²	3	40	20%	40%	60%
Res V	30,000	20,000	125	30 ⁶	30	15	2 1/2	35	20%	50%	50%
Bus I	10,000 ¹	3	100	30	30 ⁷	20 ⁷		35	25%	60%	40%
Bus II	10,000 ¹	3	125	20	30 ⁷	40 ^{7,10}		35	25%	60%	40%
BV	20,000 ¹²		150 ¹¹	30 ^{11,13}	30 ^{8,11}	30 ^{10,14}		40	25%	80%	20%
BC	20,000		150 ¹¹	45 ¹¹	40 ^{8,11}	25 ^{8,11}		40	40% ¹¹	80%	20%
Industrial	20,000		150 ¹¹	45 ¹¹	40 ^{8,11}	25 ^{8,11}		40	40% ¹¹	80%	20%
Adult Ent	40,000	16	150 ¹¹	45 ¹¹	40 ^{8,11}	25 ^{8,11}		40	40% ¹¹	60%	40%

Article 13: Zoning Bylaws Section 11.0

Upon motion duly made and seconded, it was

Voted: That the Town refer this article back to the Planning Board for further study.

At 11:02 the quorum was questioned and found to be 104 so the meeting was adjourned to the following night.

ANNUAL TOWN MEETING MAY 19, 2022

No quorum was met therefore the Meeting was adjourned to Wednesday May 25, 2022

ANNUAL TOWN MEETING MAY 25, 2022

At 7:38 PM with a quorum of 120 Town Meeting members present, Moderator James J. Curran opened The adjourned Town Meeting, after a moment of silence for the events of this week the body proceeded as follows:

Article 14: Citizens Petition Town Warrant Selectmen Recall

Upon Motion duly made and seconded it was with a 53 for and 51 Against
Approved to submit for By-Law change the petitioners Article as follows:

Selectmen recall procedures by striking the words as indicated below, and inserting the words shown in **bold**.

SECTION 2 TWO hundred or more registered voters of the town may file an affidavit with the town clerk containing the name of the officer sought to be recalled and a statement of the grounds for recall. The town clerk shall provide to the voters printed form petition blanks addressed to the Select Board demanding the recall. The blanks shall be issued under the signature and official seal of the town clerk. They shall be dated and shall contain the names of all persons to whom they are issued, the name of the person whose recall is sought and the grounds of recall as stated in the affidavit. In addition, the petition shall demand the election of a successor to the office. A copy of the petition shall be entered in a record book to be kept in the office of the town clerk.

The recall petition shall be returned and filed in the office of the clerk within 30 BUSINESS days after the date upon which the clerk issued the petition and shall contain the signature of at least 10 per cent of the total number of voters duly recorded on the registration list of the clerk as of the most-recent preceding town election.

The clerk shall, within 72 hours after the filing, submit the petition to the registrars of voters who shall, within 5 days, certify on it the number of signatures which are names of voters of the town.

SECTION 8. A person who has been recalled from an office or who has resigned from an office while recall proceedings were pending shall not be appointed to any town office within 36 months after the recall or resignation.

Article 15: Citizens Petition Plastic Bags

Upon Motion duly made and seconded it was carried by simple majority to Amendment to Town By-laws -Plastic Bag Reduction. PURPOSE AND INTENT: The production and use of disposable plastic checkout bags have significant impacts on the environment, including, but not limited to contributing to the potential death of marine animals through ingestion and entanglement; contributing to pollution of the land environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage systems; and requiring the use of millions of barrels of crude oil nationally for their manufacture. The purpose of this bylaw is to eliminate the usage of disposable plastic checkout bags by all retail and grocery stores in the Town of Holbrook, effective September 1, 2022.

DEFINITIONS

Checkout bag: A carryout bag provided at the check stand, cash register, point of sale, or other point of departure for transporting food or merchandise from the Establishment.

Checkout bags shall not include:

1. Bags whether plastic or not in which loose produce, or products are placed by the consumer to deliver such items to the point of sale or check out area of the retail establishment.
2. Laundry or dry cleaner bags
3. Bags used to contain phone books, magazines, or newspapers
4. Bags used to contain or wrap frozen goods, meats, or fish, whether prepackaged or not, to prevent leakage or contain moisture

Disposable plastic checkout bag: Any checkout bag made of plastic that does not meet the definition of "Reusable checkout bag," typically with plastic handles, and intended for transport of purchased products.

Recyclable paper checkout bag: Paper bags with or without handles that (1) are one hundred percent (100%) recyclable, (2) contain a minimum of forty percent (40%) postconsumer recycled paper content.

Reusable checkout bag: Sewn bags with stitched handles that (1) are specifically designed and manufactured for multiple reuses, (2) can comfortably carry 25 pounds over a distance of 300 feet, (3) can hold a minimum of 15 liters or quarts, (4) can be readily washed or disinfected by hand or machine, and (5) is made of thick cloth, fabric or other durable materials.

Grocery Store: A retail establishment where more than fifty percent (50%) of the gross floor area is devoted to the sale of food products for home preparation and consumption, which typically also offer home care and personal care products.

Retail Store: An establishment that offers the sale and display of merchandise within a building. Any retail establishment or non-profit that provides goods -including food and/or beverages -and/or services directly to consumers, with or without charge; sporadic, temporary, part-or full-time; commercial, religious, educational, foundation-related, or governmental; whether on private, public, religious, or school property. "Retail establishment" shall mean any business facility that sells goods directly to consumers including, but not limited to, grocery stores, pharmacies, liquor stores, "mini marts", restaurants or retail stores and vendors selling clothing.

USE REGULATIONS

Disposable plastic checkout bags shall not be distributed, used, or sold for checkout or other purposes at any retail or grocery store within the Town of Holbrook.

Nothing in this section should be read to preclude any establishment from utilizing recyclable paper bags at checkout or making reusable checkout bags available for sale to customers.

Customers are encouraged to bring their own reusable shopping bags to stores. Retail or grocery stores are strongly encouraged to make reusable checkout bags available for sale to customers at a reasonable price.

ENFORCEMENT PROCESS

Enforcement of this bylaw shall be the responsibility of the Board of Health or his/her designee. The Board of Health shall determine the inspection process to be followed, incorporating the process into other town duties as appropriate. Any retail or grocery store distributing plastic grocery bags in violation of this bylaw shall be subject to penalty as follows:

First offense \$25.00

Second offense \$50.00

Third & each subsequent offense \$100.00

No more than one penalty shall be imposed upon a retail establishment within a seven-day calendar period.

Article 16: Citizens Petition Excessive Absenteeism

Upon Motion duly made and seconded it was by majority

Voted: not to recommend this article.

Article 17: Citizen's Petition – Move to Open Town Meeting Form of Government

Upon Motion duly made and seconded it was

Voted: to put this question on the Ballot for local election:

Shall the Board of Selectmen petition the general court for an open town meeting form of government act, as provided by MGL, placing the following question on the local ballot for voter acceptance:

HOLBROOK

"Shall the town of Holbrook adopt an open town meeting form of government as provided by MGL and set the quorum for town meeting at 100?"

Signature	Address	Precinct	
Cheryl Edding	52 LINFIELD ST	1	✓
Elizabeth Nelson	15 MAJOR RD	4	✓
Patricia M. Ercely	214 Weymouth St	2	✓
Annie Pierce Kenneth Pierce	261 Union St	1	✓
John M. M...	261 Union St	1	✓
Alison A. Bowden	17 Hillview Ave	3	✓
Meghan Mitchell	6 Sylvan Road	4	✓
Daniel Mitchell	6 Sylvan Rd	4	✓
Niklon Bartsosa	10th Circle	1	✓
Magdalena Y. Mungy	20 Zenos Road	4	✓
Karen A. Santrock	31 CLOVER Rd.	4	✓
Robert M. M...	160 Plymouth St	2	✓
Debbie Louis	"Jewel" Road	1	✓
Patricia B. B...	73 Summit Rd	4	✓
Patricia Conway	1 Westdale	1	✓
TINA SCHAAR	52 Linfield St.	1	✓
Kerry Mackay	217 Pond St	2	✓
Sarah T. Mackay	217 Pond St	2	✓

A true copy, attest:

Jeanmarie Tarara
Town Clerk

Article 18: Citizens Petition Zoom/HCAM

Upon Motion duly made and seconded it was

Voted: not to accept this Article.

Article 19: Rodent Monitoring and Potential Mitigation Efforts

Upon Motion duly made and seconded it was by simple majority

Voted: to defeat this Article..

Upon Motion made and seconded it was voted to dissolve the Town Meeting
At 9:15 pm.

A true copy, Attest:

Jeanmarie Tarara
Holbrook Town Clerk

TOWN OF HOLBROOK
MINUTES OF
SPECIAL TOWN MEETING
MAY 18, 2022

Pursuant to the Warrant issued by the Select Board on April 27, 2022 with a quorum of 130 Town Meeting Members present at the Holbrook Schools 245 S Franklin Street, Moderator James J. Curran, Jr. called the Special Town Meeting to order at 8:22 pm.

SPECIAL TOWN MEETING				
18-May-22				
LIST OF ARTICLES				
Art. #	Department	Subject	Amount	Funding Source
1	Town Accountant	PEG Access Deficit	\$ 6,217.00	Certified Free Cash
2	Town Accountant	Snow & Ice Deficit	\$ 79,413.34	Certified Free Cash
3	Town Accountant	Unpaid Bills of a Prior Year (Division of Unemployment)	\$ 104,310.17	Certified Free Cash
4	Town Accountant	Unpaid Bills of a Prior Year (Group Insurance Commission)	\$ 398,612.41	Certified Free Cash
5	Fire/EMT	Ambulance Lease Payment and Radio Replacement Program (Phase I)	\$ 78,905.00	RRFA Ambulance
6	DPW – Highway	Center Street Bridge Engineering Design	\$ 125,000.00	Sale of Real Estate
7	DPW – Water	Water Engineering Services	\$ 54,500.00	Water Retained Earnings
8	DPW/Library	Library Roof and HVAC	\$ 225,000.00	Certified Free Cash and Article4 of STM 2019
9	DPW/Town Hall	Town Hall Generator	\$ 75,000.00	Sale of Real Estate
10	School Department	School Department Technology	\$ 50,000.00	Sale of Real Estate
11	COA	COA Van - Additional Funding Request	\$ 30,000.00	Sale of Real Estate
12	DPW – Highway	DPW Road Repair / Replacement Program (Phase I)	\$ 609,442.69	Certified Free Cash
13	DPW – Highway	DPW Replacement Equipment	\$ 1,157,160.00	Sale of Real Estate \$574,503 & Certified Free Cash \$582,657.10
14	DPW – Sewer	DPW Sewer Infiltration/Inflow Control Plan	\$ 442,211.00	Borrowing
15	DPW	Feasibility Study Kennedy School	\$ 30,000.00	Sale of Real Estate
16	DPW – Water	Holbrook Water Transfer Joint Water	\$ 400,000.00	Holbrook Water Retained Earnings

Article 1: PEG Access Deficit

Upon motion duly made and seconded it was unanimously

Voted: that the Town take articles 1,2,3,and 4 together and pay the amounts of transfer from the Certified Free Cash: Article 1 in the amount of Six Thousand Two Hundred Seventeen Dollars and no cents (\$6,217.00) to fund the PEG Access Enterprise Fund Deficit of Fisc 1 Year 2021,article 2 Snow and ice deficit for Seventy Nine Thousand Four Hundred Thirteen Dollars and Thirty Four cents, (\$79,413.34) Article 3 Unpaid bill from prior year Division of Unemployment in the amount of One Hundred Four Thousand Three Hundred Ten Dollars and Seventeen Cents (\$104,310.17) and Article 4 Unpaid Bill of a Prior Year (Group Insurance Commission in the amount of Three Hundred Ninety Eight Thousand Six Hundred Twelve Dollars and Forty One Cents (\$398,612.41) for a total of Five Hundred Eighty Eight Thousand Five Hundred Fifty Two Dollars and Ninety Two Cents, (\$588,552.92)

Article 5: Ambulance Lease Payment and Radio Replacement Program (Phase I)

Upon Motion made and seconded it was with 1 opposed

Voted: That the Town transfer from the Receipts Reserved for Appropriation Ambulance Account the amount of Seventy-Eight Thousand Nine Hundred and Five Dollars and no cents (\$78,905.00) to fund the Final Ambulance Lease Payment of Fifty-Eight Thousand Nine Hundred Five dollars and no cent (\$58,905) and Phase I of the Radio Replacement Program, Twenty Thousand Dollars and no cents (\$20,000.)

Article 6: Center Street Bridge Engineering Design

Upon Motion made and seconded it was with 1 opposed

Voted: That the Town transfer One Hundred Twenty-Five Thousand Dollars and no cents (\$125,000) from Sale of Real Estate to fund the preliminary engineering design and permitting necessary start the process of repairs to the Center Street Bridge.

Article 7: Water Engineering Services

Upon Motion made and seconded it was with 1 opposed

Voted: That the Town transfer the amount of Fifty-Four Thousand Five Hundred Dollars and no cents (\$54,500) from Water Retained Earnings to fund engineering design services necessary to plan for the replacement of the Water Storage Tank on Sycamore Street that was erected in 1887.

Article 8: Library Roof & HVAC

Upon Motion made and seconded it was unanimously

Voted: That the Town transfer the amount of Sixty-Eight Thousand Six Hundred Ninety-Two Dollars and Six Cents (\$68,692.06) appropriated by the Special Town Meeting of May 2019 under Article#4 and One Hundred Fifty-Six Thousand Three Hundred and Seven Dollars and Ninety-Four Cents (\$ 156,307.94) from Certified Free Cash to fund the Library Roof Repairs and HVAC for a total appropriation of Two Hundred Twenty-Five Thousand Dollars and no cents (\$225,000).

Article 9: Town Hall Generator

Upon Motion duly made and seconded it was 3 opposed

Voted: That the Town transfer the amount of Seventy-Five Thousand Dollars and no cents (\$75,000.00) from Sale of Real Estate to fund the replacement of the Town Hall Generator.

Article 10: School Department Technology

Upon Motion made and seconded it was with 5 opposed

Voted: That the Town to transfer the amount of Fifty-Thousand Dollars and no cents (\$50,000.00) from the Sale of Real Estate to fund the School Technology upgrades and equipment replacement as necessary.

Article 11: COA Van - Additional Funding Request

Upon Motion made and seconded, it was with 5 opposed

Voted: That the Town take no action on this article.

Article 12: DPW Road Repair / Replacement Program Phase I

Upon Motion made and seconded, it was with 1 opposed

Voted: That the Town to transfer the amount of Six Hundred Nine Thousand Four Hundred Forty-Two Dollars and Sixty-Nine Cents (\$609,442.69) from the Certified Free Cash to fund road repairs and replacements Phase I of a IV Phase project.

Article 13: DPW Replacement Equipment

Upon Motion duly made and seconded, it was carried by a majority vote with 67 for and 55 against

Voted: That the transfer the amount of Five Hundred Seventy-Four Thousand Five Hundred Three Dollars and No cents (\$574,503) from Sale of Real Estate and Five Hundred Eighty-Two Thousand Six Hundred Sixty-Seven Dollars and Ten Cents (\$582,657.10) from Certified Free Cash for a total of One Million One Hundred Fifty Seven Thousand One Hundred Sixty Dollars and Ten Cents(\$1,157,160.10) to fund the DPW Capital Equipment needs as listed.

Article 14: DPW Sewer Infiltration/Inflow Control Plan

Upon Motion duly made and seconded, it was with 3 opposed

Voted: That the Town appropriate Four Hundred Forty Two Thousand Two Hundred Twenty Two Dollars (\$442,221) to pay costs Pm that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or any other enabling authority, and to issue bonds or notes of the Town therefor. Any borrowing pursuant to this vote, while a general obligation of the Town in accordance with the General Laws, shall be paid, in the first instance, from user fees.

Article 15: Feasibility Study Kennedy School

Upon Motion made and seconded, it was
Voted: not to approve this article.

Article 16: Holbrook Water Transfer Joint Water

Upon Motion, duly made and seconded, it was unanimously
Voted; That the Town to transfer from Water Retained Earnings the amount of Four
Hundred Thousand Dollars and No cents (\$400,000) to fund Holbrook's portion of expenses for
the Joint Water.

Special Town Meeting was dissolved at 9:51 PM to return to the Annual Town Meeting.

A true copy, Attest:

Jeanmarie Tarara
Holbrook Town Clerk

TOWN OF HOLBROOK
MINUTES OF
SPECIAL TOWN MEETING
September 21, 2022

Pursuant to the Warrant issued by the Select Board on, 2022 with a quorum of 104 Town Meeting Members present at the Holbrook Schools 245 S Franklin Street, Moderator James J. Curran, Jr. called the Special Town Meeting to order at 7:25 pm with the Pledge of Allegiance. The Members proceeded as follows.

Article 1: Authorize Addition Borrowing for the Tri-Town Water Treatment Plant Project

Upon Motion made and seconded it was unanimously

Voted: That the Town appropriate \$6,573,500.00 in addition to the \$14,714,529.00 aggregate amount previously appropriated by the Town, for the purpose of financing a portion of the construction of the Tri-Town Water District Water Treatment Plant, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws, as amended; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow \$6,573,500.00 and issue bonds or notes therefore under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws, as amended; that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the Selectmen determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C, as amended; that the Treasurer with the approval of the Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C, as amended; and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Board of Selectmen or any other Town official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary or convenient to carry out the project.

EMERGENCY: Additional Funding required for the Tri-Town Treatment Plant due to cost escalation.

Article 2: Authorize 100 Year Lease for the Tri-Town Water District

Upon Motion made and seconded it was unanimously

Voted: That the Town authorize the Board of Selectmen, or its designee, to execute a lease on behalf of the Town, for a term of up to 100 years and on such other terms and conditions as the Board of Selectmen deems in the best interests of the Town, allowing the Tri-Town Water District to occupy property owned jointly by the Towns of Holbrook, Randolph and Braintree, located at King Hill Road in Braintree, also known as Lot A as shown on a Plan of Land at Book 1523, Page 582, which is a 14.6 acre parcel that abuts King Hill Road on the east, Great Pond on the west, and West Street on the north, which Premises are also identified as Braintree Assessor's Parcel 2051-2 .

EMERGENCY: Lease agreement as required

A True copy, Attest:

Jeanmarie Tarara
Holbrook Town Clerk

**MINUTES OF
SPECIAL TOWN MEETING
NOVEMBER 16, 2022**

Pursuant to the Special Town Meeting Warrant posted October 27, 2022. By Constable Ralph J. Colarusso. The Special Town Meeting, with a quorum present of 103, was called to order by Moderator James J. Curran, on Wednesday, November 16, 2022 at 7:25 p.m.

The Moderator reviewed the posting of the Special Town Meeting Warrant and stated it was in compliance with the General Laws of Massachusetts.

Following the pledge of allegiance, the invocation was given by Pastor Sheila Glidden of the Winthrop Congregational Church.

Upon motion duly made and seconded, it was

VOTED: To allow the following non-Town Meeting Members to speak if necessary:

Town Administrator, Gregory Hanley
Police Chief, William J. Smith
Town Accountant, Elizabeth Zaleski
Principal Assessor, Patrick Haring
Building Inspector, Eric Erskine
Board of Health Agent, Abby Myers
Communications Director, Stephan Hooke
Superintendent of Schools Julie Hamilton.
School Business Administrator, Trish Logo
Select Board Chairman, Daniel R. Lee
Town Council, David Deluca
Several Members of the Holbrook Liquor Stores
Guarau Patel
Vijay Patel
Hai Dang Hirsch Patel, Shell Gas Station

SPECIAL TOWN MEETING				
16-Nov-22				
LIST OF ARTICLES				
Art. #	Department	Subject	Amount	Funding Source
1	Town Accountant for HCAM	Revoke Enterprise & Establish Special Revenue		N/A
2	Town Accountant	Unpaid Bills of a Prior Year	\$ 18,023.45	Current Year Budget
3	Select Board	FY2023 Budget Amendments General Fund	\$ 871,613.36	Tax Levy and Cherry Sheet
4	Town Accountant	FY2023 Budget Amendments Enterprise Funds	\$ 380,000.00	50/50 Split Holbrook/Randolph
5	Select Board	Special Purpose Stabilization Fund	\$	Opioid Settlement Fees
6	Select Board	Clerical Union Contract Settlement	\$ 61,089.49	Tax Levy
7	Town Accountant	Rescind the balance of the School Building Project Borrowing Authorizations	\$6,565,921.00	N/A
8	Town Accountant	Close MSBA School Building Project	\$ 484,888.86	Transfer to GF
9	Capital Committee	Reallocation of DPW STM22-13 Equipment Replacement Article	\$ (83,084.85)	Transfer Balance to Special Purpose Capital Stabilization Fund
10	Capital Committee	Fire Department Bucket Truck Additional Funding	\$ 80,000.00	Reallocation
11	Capital Committee	Fire/EMT Department Ambulance Purchase	\$ 525,000.00	Receipts Reserved for Appropriation Ambulance
12	Select Board	Deputy Police Contract Settlement	\$ 10,352.68	Tax Levy
13	Select Board	Select Board Compensation		No FY2023 Financial Impact
14	Citizens Petition	Citizen-Police Education Program	Cost Unknown	Unknown
15	Citizens Petition	Term Limits		N/A
16	Citizens Petition	Elected Officials Eligibility		N/A
17	Citizens Petition	Buy Green Pledge Non-Binding Resolution	Cost Unknown	Unknown
18	Citizens Petition	Town Meeting to Ban Nips		N/A

Upon motion duly made and seconded, it was with 1 opposed

VOTED: That the Town revoke the of Chapter 44, § 53F½ of the Massachusetts General Laws, ceasing PEG/ HCAM as an enterprise fund effective fiscal year 2023 thereby creating a new fund under Chapter 44, § 53 of the Massachusetts General Laws.

Article 2: Unpaid Bills of a Prior Year

Upon motion duly made and seconded, it was with 6 opposed with a 9/10 majority

VOTED: That the town authorize the payment of unpaid bills of a prior year in the amount of Eighteen Thousand Twenty-Three dollars and Forty-Five Cents (**\$18,023.45**).

Department	Vendor	Amount	Funding Source
School	Direct Energy	\$ 2,014.42	Current Year Budget
School	Paula Morgan	\$ 1,200.01	Current Year Budget
School	First Student Transportation	\$ 2,081.67	Current Year Budget
DPW	Tractor Supply	\$ 6.36	Current Year Budget
DPW	Tractor Supply	\$ 34.99	Current Year Budget
Town Administrator	Printing Unlimited	\$ 1,562.00	Current Year Budget
Town Administrator	Murphy Hesse Toomey & Lehane	\$ 11,124.00	Current Year Budget
	Total	\$ 18,023.45	

It was voted with 2/3 approving to take up article 6 prior to article 3 and return to order after the vote.

Article 6: Fund Collective Bargaining Agreement International Union of Public Employees Local 151

Upon motion duly made and seconded, it was unanimously

VOTED: That the Town appropriate the amount of Sixty One Thousand Eighty Nine Dollars and Forty Nine cents (\$61,089.49) to provide pay raises, pay adjustments, new positions, or other benefits to meet the cost of the collective bargaining agreement negotiated between the Town of Holbrook and the International Union of Public Employees Local 151 effective July 1, 2022.

Article 3: FY2023 General Fund Budget Amendments

Upon motion duly made and seconded, it was with 1 opposed

VOTED: That the Town raise and appropriate and/or transfer from available funds for the ensuing year to amend the Fiscal Year 2023 General Fund Operating Budget as indicated below:

Department Number	Department Name		FY23 As Voted May Town Meeting	FY2023 November Special Town Meeting	Amended Budget as per November Town Meeting
123	Town Administrator				
		Salaries	\$ 394,175.32	\$ 2,915.09	\$ 397,090.41
		Total	\$ 394,175.32	\$ 2,915.09	\$ 397,090.41
*Contractual Obligation					
Fiannce Committee Recommendation: Salary 5-1-0					
135	Town Accountant				
		Salaries	\$ 186,665.00	\$ 5,200.00	\$ 204,983.88
		Part-Time Clerk		\$ 13,118.88	
		Total	\$ 186,665.00	\$ 18,318.88	\$ 204,983.88
*Create a clerical overtime budget consistant with other departments and to create a part-time position.					
Finance Committee Recommendation : Salary 1-5-0					
145	Treasurer/Collector				
		Expenses	\$ 160,000.00	\$ 12,260.00	\$ 172,260.00
		Total	\$ 160,000.00	\$ 12,260.00	\$ 172,260.00
*Estimated increase to billing service fees					
Finance Committee Recommendation: Expenses 0-6-0					
161	Town Clerk				
		Town Clerk Salary	\$ 79,395.00	\$ 1,535.00	\$ 80,930.00
		Salaries	\$ 94,427.00	\$ 900.00	\$ 95,327.00
		Total	\$ 173,822.00	\$ 2,435.00	\$ 176,257.00
*Contractual Obligations					
Finance Committee Recommendation: Salary 5-1-0					
162	Elections/Town Meeting				
		Salaries	\$ 40,000.00	\$ 11,200.00	\$ 51,200.00
		Total	\$ 40,000.00	\$ 11,200.00	\$ 51,200.00
*To meet the needs of Primary Election/Actual Election/Town Election and (3) Town Meetings					
Finance Committee Recommendation: Salary 4-2-0					
200	Public Safety Building				
		Expenses	\$ 181,447.06	\$ 79,360.00	\$ 260,807.06
		Total	\$ 181,447.06	\$ 79,360.00	\$ 260,807.06
*To provide funding to cover utility and fuel increases					
Finance Committee Recommendation: Expense 3-4-0					

210	Police Department				
		Salaries	\$ 3,238,373.93	\$ 12,519.78	\$ 3,250,893.71
		Expenses	\$ 228,000.00	\$ 21,055.00	\$ 249,055.00
		Total	\$ 3,466,373.93	\$ 33,574.78	\$ 3,499,948.71
*Contractual Obligations (sick leave buy back), and increased costs to fuel and vehicle purchases					
<i>Finance Committee Recommendation: Salaries 5-1-0</i>					
<i>Finance Committee Recommendation: Expenses 0-6-0</i>					
220	Fire Department				
		Salaries	\$ 2,516,229.36	\$ 63,000.00	\$ 2,579,229.36
		Expenses	\$ 115,967.98	\$ 23,300.00	\$ 129,317.98
		Total	\$ 2,632,197.34	\$ 86,300.00	\$ 2,708,547.34
*Backfill costs for acadamey trainee, increased cost to fuel and supplies					
<i>Finance Committee Recommendation: Salaries 5-1-0</i>					
<i>Finance Committee Recommendation: Expenses 1-5-0</i>					
225	Dispatch				
		Expenses	\$ 342,350.00	\$ 48,458.67	\$ 385,310.00
		Total	\$ 342,350.00	\$ 48,458.67	\$ 385,310.00
*To provide funding to cover utility and fuel increases					
<i>Finance Committee Recommendation: Expenses 1-5-0</i>					
230	EMT				
		Expenses	\$ 112,769.08	\$ 13,300.00	\$ 116,119.08
		Total	\$ 361,018.81	\$ 13,300.00	\$ 364,368.81
*To provide funding to cover utility and fuel increases					
<i>Finance Committee Recommendation: Expenses 1-5-0</i>					
292	Animal Control				
		Salaries	\$ 44,114.00	\$ 16,686.00	\$ 60,800.00
		Expenses	\$ 14,900.00	\$ 368.50	\$ 15,268.50
		Total	\$ 59,014.00	\$ 17,054.50	\$ 76,068.50
*Contractual Obligations					
<i>Finance Committee Recommendation: Salaries 5-1-0</i>					
<i>Finance Committee Recommendation: Expenses 1-5-0</i>					

Article 4: FY2023 Enterprise Fund Budget Amendments

Upon motion duly made and seconded, it was by majority

VOTED: That the town transfer the amount of One Hundred Ninety Thousand Dollars and no cents from the Holbrook Water Department to the Joint Water Works with a like amount from the Randolph Water Department for a total Joint Water Works increase in the amount of Three

Hundred Eighty Thousand Dollars and no cents in order to amend and fully fund the Joint Water Works Budget as voted at the Annual Meeting of May 2022 for the remainder of Fiscal Year 2023.

Article 5: Establish Special Purpose Trust Fund (Opioid Settlement Fees)

Upon motion duly made and seconded, it was unanimously

VOTED: That the Town vote, Pursuant to Chapter 40 Section 5B of the Massachusetts General Laws, (1) to establish an Opioid Settlement Special Purpose Stabilization Fund for money received from judgments or settlements in litigation or claims against opioid manufacturers or distributors, the money from such fund to be expended for treatment, care of and recovery from opioid use disorder, and prevention, training and education related to opioid use disorder; and (2) to accept the provisions of the fourth paragraph of Chapter 40, Section 5B of the Massachusetts General Laws; and (3) to dedicate one hundred percent (100%) of money received from judgments or settlements in litigation or claims against opioid manufacturers and distributors to the Opioid Settlement Special Purpose Stabilization Fund established under this Article, effective for Fiscal Year 2023 beginning on July 1, 2022.

Article 7: Rescind Authorized Unissued Borrowing for the School Building Project

Upon motion duly made and seconded, it was unanimously

VOTED: That the town rescind the authorized and unissued balance of Six Million Five Hundred Sixty-Five Thousand Nine Hundred Twenty-One dollars and no cents (\$6,565,921) in relation to the School Building Project Authorizations of October 22, 2014 and November 4, 2022.

Article 8: Close School Building Project Fund Balance

This project has been completed for several years and this will return unused allocated Free Cash to the General Fund in the amount of Four Hundred Eighty-Four Thousand Eight Hundred Eighty-Eight dollars and Eighty-Six cents (\$484,888.86).

Upon motion duly made and seconded, it was unanimously

VOTED: That the town transfer to the General Fund rescind the authorized and unissued balance of Four Hundred Eighty-Four Thousand Eight Hundred Eighty-Eight dollars and Eighty-Six cents (\$484,888.86), which is the balance of the free cash authorized to fund the School Building Project from 7/1/2017 through 7/01/2019.

Article 9: Reallocation of DPW STM22-13 Equipment Replacement

Emergency: At the Special Town Meeting of May 2022, Town Meeting voted \$1,157,159.66 under Article 13 to fund equipment purchases for the Holbrook Public Works Department. Subsequent to the vote, the funding per vehicle was shifted to ensure that the town received the necessary equipment available at a fair price.

Public Works	Recommendation	Original Cost	Purchased
Elgin Street Sweeper	trade/replace	\$259,675.00	\$268,510.00
Unit 8 2002 Sterling Dump Truck	repair or replace	\$221,192.56	

Unit 22 - CAT 430 Backhoe	trade/replace	\$125,000.00	\$117,805.00
Unit 26 - 2006 Sander Unit	replace w 1-ton dump	\$69,752.80	\$74,126.15
Unit 27 - 2001 Internal. Sander Unit	replace w 1-ton dump	\$69,752.80	\$74,126.15
Unit 11 F350 2006	sold municibid 2022	\$51,930.00	\$50,167.55
ASVTR40 skid steer	trade/replace	\$40,000.00	\$31,654.00
Unit - 1977 Bombardier S/W tractor	trade/replace	\$194,750.00	\$205,065.00
Unit -1989 Bandit Brush Chipper	replace	\$58,476.50	\$59,076.50
Unit - 1988 John Deere Mower 430	replace	\$13,000.00	\$12,362.23
Unit - 2000 John Deere Mower 935	replace	\$13,500.00	\$12,282.23
leaf vactor set up		\$13,000.00	
ABI machine		\$27,130.00	\$31,400.00
Animal Control Vehicle	replace	0	\$ 57,500.00
	Totals	\$1,157,159.66	\$994,074.81

Transfer unused balance to the Special Purpose Capital Stabilization Fund \$163,084.85

Upon motion duly made and seconded, it was by majority

VOTED: That the town amend the amount of this article from \$163,084.85 to \$63,084.85 (Sixty Three Thousand Eighty Four Dollars and Eighty Five Cents) in order to supply funds to purchase a Truck for Animal Control and a Fire Department Bucket Truck.

Article 10: Fire Department Capital Bucket Truck

Upon motion duly made and seconded, it was by 2/3 majority

VOTED: That the town authorize the additional funding of \$80,000 (Eighty Thousand Dollars) to fully fund the multi-department bucket truck.

Article 11: Fire Department Ambulance Replacement

Upon motion duly made and seconded, it was by simple majority

VOTED: That the town transfer from Receipts Reserved for Appropriation Ambulance the amount of Five Hundred Twenty-Five Thousand Dollars to fund the purchase of a new ambulance.

Article 12: Police Department Salary Budget Deputy Chief

Upon motion duly made and seconded, it was by majority

VOTED: That the town appropriate the amount of Ten Thousand, Five Hundred Thirty-Two Dollars and 68/100 Cents (\$10, 532.68) to increase the Police Department budget for the Fiscal Year 2023, beginning July 1, 2022, for the purpose of funding the final increase in the salary of the Deputy Police Chief, retroactive to July 1, 2022.

Article 13: Select Board Compensation

Upon motion duly made and seconded, it was by majority

VOTED: That the town defeat this article as it is out of order due to no funding source.

Article 14: Citizens Petition Citizen-Police Education Program

Upon motion duly made and seconded, it was by majority

VOTED: That the town defeat this article as it is ruled out of order.

Article 15: Citizens Petition-Term Limits

Upon motion duly made and seconded, it was by majority

VOTED: That the town defeat this article as it is ruled out of order.

Article 16: Citizens Petition-Elected Officials Eligibility

Upon motion duly made and seconded, it was by majority

VOTED: That the town amend the General By Laws to insert the following:

No one may hold more than 1(one} Elected Position at a time with the exception of Town Meeting members who may hold (one} additional elected position.

If a candidate is already an Elected Official, they shall resign from their Board, Committee, or Commission seat if elected *to* a different elected Board, Committee, or Commission seat with the exception of Town Meeting members.

If someone currently holds more than 1 (one) Elected Board, Committee, or Commission seat, with the exception of Town Meeting members, at the time this by-law takes effect, they shall choose 1(one} position and resign from the other(s).

At this point in time the quorum was questioned by a town meeting member and found to be short by three members. At which point the moderator declare the meeting dissolved at 10:52 pm

A true, copy Attest:

Jeanmarie Tarara
Town Clerk