

**TOWN OF HOLBROOK  
MINUTES FOR THE  
SPECIAL TOWN MEETING  
NOVEMBER 18, 2020**

**MODERATORS REQUEST for a REMOTE TOWN MEETING**

October 27, 2020

To: Daniel Lee, Chairman Town of Holbrook Board of Selectman and members

Dear Board of Selectmen,

In accordance with Section 8 of Massachusetts Session Law Acts of 2020 Chapter 92 entitled "AN ACT RELATIVE TO MUNICIPAL GOVERNANCE DURING THE COVID-19 EMERGENCY" I determine that at this time it is not possible to safely assemble the Town Meeting Members and interested members of the public in a common location while complying with any applicable state or local orders, directives or guidance concerning public assemblies for the purpose of conducting a Town Meeting and I request that the Board of Selectman call for a representative town meeting to be held through remote participation.

I certify to the best of my ability that I have tested the proposed remote system - Zoom Webinar by Zoom Video Communications, Inc. - and find that the platform satisfactorily enables the Town Meeting to be conducted in substantially the same manner as if the meeting occurred in person at a physical location and in accordance with the operational and functional requirements set forth in Chapter 92 Section 8.

I confirm that I have consulted with Jim O'Mara, Interim Town Administrator/ADA coordinator for federal Americans with Disabilities Act compliance. Requests for accommodations may be made to the Town Administrator's office.

Sincerely,

James Curran – Moderator Town of Holbrook

Pursuant to the warrant issued by the Board of Selectmen on October 28, 2020 and duly posted by Constable Ralph J. Colarusso on November 3, 2020, and after a reduction of the quorum to 60 members declared by the Board of Selectmen due to the COVID-19 virus.

Town Moderator James J. Curran, Jr. with a quorum of 99 members the virtual Town Meeting was called to order at 7:15 pm in the Holbrook High School Auditorium with the Pledge of Allegiance. There was moment of silence in the memory of Towns people who have serve the

town and have passed away since the last town meeting: Cathleen Hafferty, retired registrar, Thomas Cummings, retired Superintendent of Public Works, Pr. 3 Meeting Member and member of many committees over the years and William O'Neill, Recycling Committee. The invocation was given by Beth Jeaswald of The Methodist Church. A vote to allow non-residents: William J. Smith, Police Chief, Donald Colon, Library Director, Patrick Haring, Principal Assessor, Bethiny Moseley, Town Accountant, Eric Erskine, Director of Inspectional Services, Abbey Myers, Health Agent, Stephan Hooke, Communication Director, Julie Hamilton, Superintendent of School; Trish Lugo, Business Manager for the Schools; Mark Bobroski, Blatman, Bobrowski & Haverty. The meeting proceeded as follows:

**ARTICLE 1: Unpaid Bills from Prior Fiscal Years**

Department	Vendor	Amount	Description	FY20 Funding Source Account No.
Selectmen	American Arbitration Association	\$325.00	Legal Bills, May 2020	Legal Prof/Tech Services 01-151-5200-5301
Schools	Kristina Anderson	\$1,818.00	Tuition Reimbursement, Fall 2019 & Spring 2020	Tuition Reimbursement Teachers 01-3-2357-9-400-00-1
Assessors	WB Mason	\$686.19	Furniture, February 2020	Assessors General Expense 01-141-5200-5400
Public Works	National Grid	\$384.30	School Energy Bill, May-June 2020	DPW General Account 01-400-5200-5530
Public Works	Nicole Lynch	\$514.00	Plumbing & Drain Service	Sewer 65-440-5200-5200
Fire Department	Corvel Corp. Brockton Hospital, Signature Med Grp	\$39.68	Prior Year OJI Bills	Medical Payments/Physicals 01-220-5200-5304
Treasurer	Commonwealth Unemployment Office	\$6,489.00	Unemployment	Unemployment Insurance 01-913-5200-5172

Conservation & Planning	Nancy Stone	\$519.31	Consulting Services	Inspectional Services General Expense 01-240-5200-5400
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Upon motion duly made and seconded, it was with 1 opposed

**VOTED:** that the Town transfer the sum of Ten Thousand Seven Hundred Seventy-Five Dollars and forty-eight cents (\$10,775.48) from Funding Sources already appropriated for the fiscal year ending on June 30, 2021, in order to provide for the payment of unpaid bills from fiscal years 2019 and 2020, as printed in the warrant.

**ARTICLE 2: Supplemental Appropriations**

Upon motion duly made and seconded, it was with 88 affirmative and 10 opposed

**VOTED:** that the Town transfer the additional sum of Two Hundred Thousand Dollars and zero cents (\$200,000.00) from Free Cash to Reserve Fund account 01-132-5200-5790 to supplement the original budget as voted at Town Meeting in June 2020.

Account #	Account Description	Supplemental Amount	Funding Source
01-132-5200-5790	Reserve Fund	\$200,000	Free Cash

**ARTICLE 3: Reduce the Fiscal Year 2021 Tax Levy**

Upon motion duly made and seconded, it was with 86 affirmative and 5 opposed

**VOTED:** that the Town transfer the sum of Three Hundred Thousand Dollars and zero cents (\$300,000.00) from Free Cash, said sum to be applied to the reduction of the Fiscal Year 2021 tax levy.

**ARTICLE 4: Water Retained Earnings Usage**

Upon Motion duly made and seconded, it was with 85 affirmative and 8 opposed

**VOTED:** that the Town transfer One Hundred Seventy-Nine Thousand Dollars and zero cents (\$179,000.00) from FY20 Certified Water Retained Earnings, to be applied to the Water Enterprise Fund to fund FY21 appropriations.

**ARTICLE 5: Transfer Balances in Closed-Out Capital Projects to Capital Stabilization**

Upon Motion duly made and seconded, it was with 93 in the affirmative and 2 opposed

**VOTED:** That the Town transfer the following remaining balances in closed out capital projects, as indicated in the warrant, and that the sum of Four Thousand, Seven Hundred Seventy-Seven Dollars and Thirty-Two Cents (4,777.32) be added to Capital Stabilization in order to be utilized for future projects.

Project	Balance to Close
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Various – Under \$1	\$5.98
Air Compressor	\$4,644.90
Chromebooks	\$126.44
<b>Total to Capital Stabilization</b>	<b>\$4,777.32</b>

**ARTICLE 6: Appropriate from Receipts Reserved for Appropriation for General Road Maintenance**

Upon motion duly made and seconded, it was with 91 affirmative and 1 opposed

**VOTED:** that the Town appropriate Four Thousand, Eight Hundred Eighty-Nine Dollars and Thirty Cents (\$4,889.30) from Receipts Reserved for Appropriation, Account 26-400-2680-5961, said amount allotted by the Commonwealth Transportation Infrastructure Fund, to be used for General Road Maintenance.

**ARTICLE 7: Rescind Vote to Adopt Sewer Bank**

Upon motion duly made and seconded, it was with 89 affirmative and 3 opposed

**VOTED:** that the Town rescind the vote taken under Article 3 of the Annual Town Meeting held on June 19, 2006, which provided for the creation of a Sewer Bank.

**ARTICLE 8: Authorize Borrowing for Improvements at the Public Safety Building - Exterior**

Upon motion duly made and seconded, it was with 70 affirmative and 18 opposed

**VOTED:** that the Town refer this article back to the Fire Chief.

**ARTICLE 9: Authorize Borrowing for Improvements at the Public Safety Building - Interior**

Upon motion duly made and seconded, it was with 84 in the affirmative and 11 in the negative

**VOTED:** that the Town take no action

**ARTICLE 10: Assistance to Firefighters Grant (AFG) – Town’s Share**

Upon Motion duly made and seconded, it was with 93 affirmative and 2 opposed

**VOTED:** that the Town raise and appropriate the sum of Six Thousand One Hundred Sixty Dollars and Five cents (\$6,160.05), said sum to be used toward the Applicant’s Share of the Town of Holbrook’s 2019 Federal Fiscal Year Assistance to Firefighters Grant Award for the procurement of Hydraulic Rescue Equipment and Firefighter Safety and Survival Training

**ARTICLE 11:        Rescind the following outstanding debt**

Original Auth	Project	Amount to be rescinded	Reason
5/1/1995	Landfill	\$585,000	No longer needed for purpose voted
5/9/2003	Water Projects	\$257,572	No longer needed for purpose voted

Upon motion duly made and seconded, it was unanimously

**VOTED:** that the Town rescind funding in the amount of Five Hundred Eighty-Five Thousand Dollars and zero cents (\$585,000.00) authorized on May 1, 1995 for a Landfill project, and Two Hundred Fifty-Seven Thousand, Five Hundred Seventy-Two Dollars and zero cents (\$257,572.00) authorized on May 9, 2003 for Water Projects, as the funds are no longer needed for the purpose voted.

**ARTICLE 12:        Personnel Board Wage and Salary Adjustments**

Upon motion duly made and seconded, it was with 55 affirmative and 36 opposed

**VOTED:** to strike Section 2, Raising the Minimum Hourly Rate on the following positions:

- Health Agent to \$36.00 per hour
- Special Officers to \$22.00 per hour
- Public Safety Dispatchers Part-Time to \$22.00 per hour

Upon motion duly made and seconded, it was with 75 affirmative and 23 opposed

**VOTED:** that the Town amend the Town By-Laws, Section 10, Salary Administration Plan, Article III, Section 10.5(g), Schedule B, by:

1. Adding the following positions to the schedule:

Election Workers at Massachusetts Minimum Hourly Wage rate as stated in Massachusetts General laws

3. Raising the Maximum Hourly Rate on the following positions:

Laborer Part-Time to \$25.00 per hour  
COA Coordinator to \$25.00 per hour  
Assistant COA Coordinator to \$22.00 per hour  
Special Officers to \$25.00 per hour  
Public Safety Dispatchers Part-Time to \$25.00 per hour  
Plow Drivers to \$32.00 per hour

4. Providing a 2% increase in the Salary or Hourly Rate of the following positions for FY21:

Veterans Agent Part-Time  
Plumbing and Gas Inspector  
Wiring Inspector  
Laborer Part-Time  
Principal Clerk Part-Time  
COA Coordinator  
Assistant COA Coordinator  
Van Driver  
Assistant Building Inspector  
Assistant Plumbing/Gas Inspector  
Assistant Wiring Inspector  
Plow Drivers  
Election Clerks  
Election Wardens

**ARTICLE 13: Fund Amendments to the Wage and Salary Plan**

Upon motion duly made and seconded, it was with 84 affirmative and 15 opposed

**VOTED:** that the Town raise and appropriate the sum of Thirteen Thousand and Sixty-Six Dollars and Zero Cents (\$13,066) said sum to provide pay raises, pay adjustments, new positions, and any other benefits resulting from amendments to the Salary Administration Plan, and to authorize the Town Accountant to allocate such payments and the transfer of any portion of said sum to any department budget where it may be required for payment of the aforesaid

**ARTICLE 14: Salary Increase for the Town Clerk**

Upon motion duly made and seconded, it was with 78 affirmative and 13 opposed

**VOTED:** that the Town approve the sum of One Thousand, Five Hundred Thirty-Five Dollars and zero cents (\$1,535.00) for the fiscal year ending on June 30, 2021, to provide a pay

increase for the elected Town Clerk, said funds to be added to the departmental budget under Town Clerk Salary 01-161-5100-5112

**ARTICLE 15: Salary Increase – Treasurer Collector**

Upon motion duly made and seconded, it was with 36 affirmative and 61 opposed

**DID NOT VOTE:** that the Town approve the sum of Three Thousand Eight Hundred Thirty-Seven Dollars zero cents (\$3,837) for the fiscal year ending on June 30, 2021, to provide a pay increase for the elected Town Treasurer/Collector, said funds to be added to the departmental budget under Treasurer/Collector Salary 01-145-5100-5112

**ARTICLE 16: Capital Improvements**

Upon motion duly made and seconded, it was with 70 affirmative and 21 opposed

**VOTED:** that the Town transfer the sum of Five Hundred Sixty-Five Thousand Dollars and zero cents (\$565,000.00) from the Capital Stabilization Fund 20-123-2020-5963, to be deposited into the Town Capital Fund for the purpose of funding the “PSB Building Renovation – Interior and Exterior Projects” as recommended in the FY21 Amended Capital Improvement Planning Committee Schedule.

**ARTICLE 17: Stabilization & Capital Stabilization Funds**

Upon motion duly made and seconded, it was with 77 affirmative and 14 opposed

**VOTED:** that the Town transfer the sum of One Million, Thirteen Thousand One Hundred Forty-One Dollars and zero cents (\$1,013,141.00) from Free Cash, said sum to be used to add Three Hundred Thirteen Thousand One Hundred Forty-One Dollars and zero cents (\$313,141.00) to the General Stabilization Fund and to add Seven Hundred Thousand Dollars and zero cents (\$700,000.00) to the Capital Stabilization Fund, as established in accordance with the provisions of Massachusetts General Laws Chapter 40, Section 5B

**ARTICLE 18: Other Post-Employment Benefits Liability Trust Fund (OPEB)**

Upon motion duly made and seconded, it was with 80 affirmative and 8 opposed

**VOTED:** that the Town transfer the sum of Three Hundred Fifty Thousand Dollars and zero cents (\$350,000.00) from Free Cash, said sum to be added to the Other Post-Employment Benefits (OPEB) Liability Trust Fund, as established in accordance with the provisions of Massachusetts General Laws Chapter 32B, Section 20, to provide a funding source for the unfunded actuarial liability of retirees’ health care and life insurance benefits

**ARTICLE 19: Compensated Absences Fund**

Upon motion duly made and seconded, it was with 79 affirmative and 11 opposed

**VOTED:** that the Town transfer the sum of One Hundred Thousand Dollars and zero cents (\$100,000.00) from Free Cash, said sum to be added to the Reserve Fund for Future Compensated Absences, as established in accordance with the provisions of Massachusetts General Laws Chapter 40, Section 13D, as amended, to provide for the future payment of accrued liabilities for compensated absences due any employee or full-time officer of the Town upon the termination of the employee's or full-time officer's employment

**ARTICLE 20: Police Department Appropriation**

Upon motion duly made and seconded, it was with 65 affirmative and 32 opposed

**VOTED:** that the Town transfer the sum of One Hundred Three Thousand Dollars and zero cents (\$103,000.00) for the fiscal year ending on June 30, 2021, to provide funding for the hire of four (4) new Officers, said funds to be added to the departmental budget under Police Patrolmen Salaries 01-210-5100-5115.

**ARTICLE 21: Field Committee Report**

Upon motion duly made and seconded, it was with 58 affirmative and 27 against

**VOTED:** that the Town accept the report of the Field Committee as presented.

**ARTICLE 22: Establish Formal "Field Construction Committee"**

Upon motion duly made and seconded, it was with 52 affirmative and 31 opposed

**VOTED:** that the Town establish a formal "Field Construction Committee" as outlined in Article 22 of the November 2020 Special Town Meeting

**ARTICLE 23: Amend General By-Laws, Section 13-11 – Noise Ordinance**

Upon motion duly made and seconded, it was with 61 affirmative and 16 opposed

**VOTED:** that the Town amend the Town of Holbrook General By-Laws, Section 13-11, Town of Holbrook, Massachusetts Noise Ordinance, by striking the words in the current bylaw as indicated in the warrant, and inserting the words shown in **BOLD**, as printed in the warrant in place thereof.

**ARTICLE 24: Petition the General Court – Land Swap**

Upon motion duly made and seconded, it was with 74 affirmative and 6 opposed



**VOTED:** to refer back to the Board of Selectmen for further study

**ARTICLE 25: Amend Zoning Bylaws – Section 2.3 and 9.0**

Upon motion duly made and seconded, it was with 46 affirmative and 24 opposed

**VOTED:** to change “may” to “will” in Section 9.7.6 #2: “Where wetland delineation is in doubt or dispute, the Planning Board will require appropriate documentation.

Upon motion duly made and seconded, it was with 47 affirmative and 21 opposed

**VOTED:** that Section 9.7.9 include “Each unit shall have a maximum of two bedrooms.”

Upon motion duly made and seconded, it was with 37 affirmative and 35 opposed

**VOTED:** that #1 and #2 of Section 9.7.13 be deleted and #3 be kept.

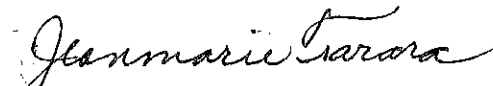
Upon motion duly made and seconded, with 63 affirmative and 8 opposed

**VOTED:** to refer back to the Planning Board

Upon motion duly made and seconded, it was with 44 affirmative and 24 opposed

**VOTED:** That the Town dissolve the Special Town Meeting at 12:29 AM

A true copy, Attest:

  
Jeanmarie Tarara, Town Clerk