

Holbrook Board of Selectmen

Minutes of the Regular Session of

Tuesday, November 13, 2012

Present: Timothy J. Gordon, Chairman
Kevin J. Sheehan, Clerk
Richard B. McGaughey, Associate

Absent: Brinsley A. Fuller, Vice-Chairman
Matthew V. Moore, Associate

In attendance: William J. Phelan, Town Administrator
Marjorie Godfrey, Assistant Town Administrator
Benjamin Ecord, Supervisor, Public Works Department

The meeting was called to order at 7:00 pm by Chairman Gordon, in the Selectmen's Meeting Room, 50 North Franklin Street, Holbrook, MA 02343, and began with the Pledge of Allegiance.

MINUTES:

MOTION: By Mr. Sheehan, second by Mr. Fuller, to accept the minutes of the regular session of October 23, 2012, as printed

VOTE: 3:0

It was announced that the Holbrook Fire Department is participating in the TOYS FOR TOTS program this year by collecting donated toys at the Fire Station.

Mr. Phelan reported that citizens have expressed concerns about the fencing and the accumulation of trash and debris at the UNION STREET PUB'S property on Union Street. Health Agent Arthur Boyle has visited that location, and the trash has been picked up, but the owner will have to be spoken to about the fence, which was a condition stipulated by the Board of Selectmen when the alcohol license was granted in 1990.

It was announced that the ANNUAL FESTIVAL OF LIGHTS, sponsored by the Historical Commission, will be held on Wednesday, December 5th, with a rain date of Thursday, December 6th.

Mr. Gordon visited the EMERGENCY OPERATION CENTER (EOC) at the Public Safety Building during the recent storm. He commended Richard Reuss, the Emergency Management Director, for the effective and seamless operation he has set up.

Fr. John Currie, the Pastor of St. Joseph's Church, was present relative to a ONE DAY ALCOHOL LICENSE for a Comedy Night on November 17, 2012. Extending the hours being requested on the application, beginning one hour earlier (7:00 pm) was discussed.

MOTION: By Mr. Gordon, second by Mr. Sheehan, to approve the request for a One Day Alcohol License for the Roman Catholic Archbishop of Boston (RCAB), St. Joseph's Parish, 153 South Franklin Street, for a Comedy Night in the School Auditorium on November 17, 2012 from 7:00 pm until midnight

VOTE: 2:0:1 (Mr. McGaughey abstained)

Richard Reuss, the Emergency Management Director, explained that approval of a grant, and contract documents, in the amount of \$5,950.00 have been received from the MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY, and require the signature of the Chairman of the Board of Selectmen. This funding will support a 3-town effort to purchase a 20'x20' shelter and supplies to be used during a power outage. No match is required.

MOTION: By Mr. McGaughey, second by Mr. Sheehan, to authorize the Chairman to execute contract documents for a grant from Massachusetts Emergency Management Agency (MEMA) in the amount of \$5,950.00 for the purchase of allowable equipment for the Holbrook-Avon-Stoughton CERT

VOTE: 3:0

Richard Reuss, the Emergency Management Director, explained that approval, and contract documents for an Emergency Management Performance Grant (EMPG), in the amount of \$3,450.00 have been received from the MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY, and require the signature of the Chairman of the Board of Selectmen. This funding will be used to purchase a monitor for the Dispatch area at the Public Safety Building, so that the Dispatchers can see the Emergency Operation Center, and a laptop, specialized software, and supporting items. Volunteer hours have been approved for the match.

MOTION: By Mr. McGaughey, second by Mr. Sheehan, to authorize the Chairman to execute contract documents for a grant from Massachusetts Emergency Management Agency (MEMA) in the amount of \$3,450.00 for the purchase of IT equipment

VOTE: 3:0

Present: Public Employee Committee (PEC) – William D. Marble, Retirees' Representative and Luke McFadden, Fire Union Rep.

Mr. Phelan explained that communities that offer health insurance through the GROUP INSURANCE COMMISSION (GIC) can now opt-in to allow their RETIREES to participate in the GIC RETIREE DENTAL PLAN. The full cost of the plan, plus up to a 1% administrative cost, would be paid by the retiree at no cost to the town. In order to be eligible on July 1, 2013, the Board of Selectmen must vote to opt-in to the program and notify the GIC by December 1, 2012. This offer will only be in effect until the current PEC agreement expires. This discussion continued later in this meeting when the Town Treasurer joined the meeting to discuss the administrative responsibilities the town would incur if the Board votes to offer this plan.

Fire Chief Edward J. O'Brien, a member of the SENIOR CENTER DESIGNER SELECTION COMMITTEE, was present and explained that the Committee reviewed the three proposals submitted in response to the Request for Qualifications (RFQ) issued relative to renovations to be done at 227 Plymouth Street. TBA Architect, Inc.'s experience and solid references made them the choice of the Committee.

Mr. Phelan explained that a considerable amount of renovations is expected to be completed with a grant that is expected to be in the amount of \$400,000 - \$500,000. It will be determined how best to renovate

within that budget. The curb cut into the property may be changed to limit how vehicles can enter and exit the property.

Chief O'Brien mentioned that Emergency Management needs a secure area to store items purchased with grants and suggested that it be determined if a space could be designated at 227 Plymouth Street.

MOTION: By Mr. Sheehan, second by Mr. McGaughey to accept the recommendation of the Senior Center Designer Selection Committee for TBA Architects, Inc., relative to renovations at 227 Plymouth Street for a Senior Center

VOTE: 3:0

Treasurer/Collector Paul Digirolamo entered the room to discuss the RETIREE DENTAL PLAN offered by the GIC. Mr. Gordon asked him explain the administrative responsibilities the town would have if this program is offered to the retirees.

Mr. Digirolamo explained that the process would be the same as that for the retiree health insurance. The paperwork would be filled out in the town hall and sent to the County. The County would take the premium out of the retirees' checks, and send the money to the town for payment to the GIC.

Kevin Costa, the Chairman of the Finance Committee, asked that the PEC agreement be reviewed to make sure it is clear that the town will never have to pick up any of the cost of the retiree dental insurance, in case the GIC changes the policy.

MOTION: By Mr. Sheehan, second by Mr. McGaughey, to accept the provisions of the Group Insurance Commission's (GIC) Retiree Dental Plan for the retirees from Holbrook

VOTE: 3:0

Treasurer/Collector Paul Digirolamo explained that he expects to be done with the August cash reconciliation tomorrow and will move on to September. He confirmed that he reconciles monthly, but reports quarterly. He indicated that the receivables are up slightly over last year at this time. Mr. Digirolamo said he is preparing to send information on the tax title properties to the newspaper. The properties that have gone through tax title and are now available for auction were discussed. The Treasurer asked that the Board designate him as the tax title custodian on the properties to be sold.

MOTION: By Mr. McGaughey, second by Mr. Sheehan, to make the Town Treasurer the Tax Title Custodian for the purposes of auctioning off:

1. 262 Pond Street
2. 109 Woodland Road
3. 69 Weston Ave.
4. 21 Noonan's Lane

VOTE: 3:0

Benjamin Ecord, the Public Works Supervisor, reviewed the status of ongoing PUBLIC WORKS PROJECTS. The paving of Plymouth Street/Abington Ave. is scheduled to done November 16 – 17. Crack sealing is continuing. The town weathered the recent storm (Hurricane Sandy) with just some tree limbs needing to be picked up. The Christmas lights are scheduled to be put up in the next week or so. The new shed at the Sumner Field is moving forward.

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Mr. Phelan said the SOLAR PROJECT bids are due. He met with a consultant who was recommended by town counsel and submitted a proposal to consult with the town and negotiate a contract for the project.

The new WELCOME-TO-HOLBROOK SIGN on Abington Ave. will go where the water ban sign is located now. The new sign will be going up soon near the railroad tracks on Union Street, and the sign for Historical Society's sign for the Little Red Schoolhouse on Union Street is almost ready.

Chief O'Brien explained that the town is still waiting for the CATCH BASIN CLEANER, but the PICKUP truck should be here soon.

ADJOURN:

MOTION: At 7:50 pm, to adjourn to executive session to discuss strategy with respect to collective bargaining (Clerical Union), and not return to open session

ROLL CALL VOTE: Mr. Sheehan – Yes
Mr. McGaughey – Yes
Mr. Gordon – Yes

Kevin J. Sheehan, Clerk

Documents:

Agenda

Draft minutes

Toys for Tots announcement

One Day Alcohol application

MEMA CERT grant contract

MEMA EMPG grant contract

GIC info on Retiree Dental Plan