

Holbrook Board of Selectmen

Minutes of the Regular Session of

Tuesday, December 11, 2012

Present: Brinsley A. Fuller, Vice-Chairman
Kevin J. Sheehan, Clerk
Richard B. McGaughey, Associate
Matthew V. Moore, Associate

Absent: Timothy J. Gordon, Chairman

In attendance: William J. Phelan, Town Administrator
Marjorie E. Godfrey, Assistant Town Administrator

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

It was announced that there will be a Tri Town Water Board meeting on Thursday, December 13th at 10:00 am, and a brief Joint Water Board meeting will be held soon to address some work that must be done at the water treatment plant.

Mr. Phelan explained that the Board had before them a MEMORANDUM OF AGREEMENT with the CLERICAL UNION to upgrade the Superintendent of Public Works' secretary and the Fire Chief's secretary's position to Administrative Assistant positions. The duties of these positions are more in line with the duties of an administrative assistant, and the Union has no objections to this change.

MOTION: By Mr. McGaughey, second by Mr. Moore, to ratify the Memorandum of Agreement between the Town of Holbrook and the American Federation of State, County and Municipal Employees, AFL-CIO, State Council 93, Massachusetts Public Employees Local 1395, Clerical Employees

VOTE: 4:0

Acting as the Personnel Board, the Board of Selectmen addressed the position of SECRETARY TO THE POLICE CHIEF. The current Secretary, Barbara Johnston, is retiring, and the position has been posted within the Clerical Union. Police Chief William D Marble, Jr. reported that one applicant responded to the posting, and has been interviewed. The Chief said he was impressed with the candidate and that he felt they would be a good fit for the position. Ms. Debora Hoyte currently works in the Treasurer/Tax Collector's office.

MOTION: By Mr. McGaughey, second by Mr. Sheehan, to appoint Debora Hoyte to the position of Secretary to the Police Chief

VOTE: 4:0

Acting as the Personnel Board, the Board of Selectmen heard from Paul Digirolamo, Town TREASURER/COLLECTOR, about the two open CLERICAL UNION POSITIONS that have recently become vacant in his office. Both are Principal Clerk positions. No one within the Union has replied to a posting, so a position was posted outside the Union. The Union has indicated that they agree with

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of December 11, 2012*

filling the two positions at this time. One position is 28 hours in the Tax Collector's office and 7 hours in the Town Clerk's office, and the other position is 35 hours in the Tax Collector's office.

Mr. Digirolamo explained that there were five applicants. The Treasurer will decide which employee will fill which position after ratification of the appointments by the Personnel Board.

MOTION: By Mr. Moore, second by Mr. McGaughey, to accept Dawn McArdle for one of the Clerical positions in the Treasurer Collector's office

VOTE: 4:0

MOTION: By Mr. Moore, second by Mr. Sheehan, to appoint Brenda Stapleton to the Principal Clerk's position in the Treasurer Collector's office

VOTE: 4:0

Mr. Phelan explained that he was asking that the Board vote to ratify an agreement with COLER & COLANTONIO, INC. for professional engineering services related to the WEYMOUTH STREET AT PINE STREET AND SYCAMORE STREET INTERSECTION IMPROVEMENT PROJECT, and that they authorize the Town Administrator to execute that agreement. Some work, including the initial meetings with the company, the public, and other firms, have already begun, and Mr. Phelan asked that the Board allow them to continue the project. This agreement includes collecting the necessary data on the intersection so that the final design of the project can be determined. The traffic count is currently being conducted.

MOTION: By Mr. Moore, second by Mr. Sheehan, to ratify the agreement and authorize the Town Administrator to execute an agreement with Coler & Colantonio, Inc. for Engineering Design Services related to the Weymouth Street at Pine Street and Sycamore Street Intersection Improvement Project

VOTE: 4:0

The draft SPECIAL TOWN MEETING WARRANT for January 16, 2013 was reviewed by the Board, article by article. The warrant will be forwarded to Town Counsel for review, and the Board's final approval will be considered at the next meeting. The Blue Hills Representative will be invited to the next meeting to discuss a request for a stabilization fund to be created for the School. The two by-law changes on the warrant (Demolition Delay By-Law and the Registration of Abandoned/Foreclosed Properties) will be discussed at a meeting prior to town meeting.

ANNUAL RENEWAL OF LICENSES:

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen approve the renewal of the following licenses effective January 1, 2013 through January 1, 2014 provided that all taxes, fees, assessments, betterments and any other municipal charges are paid to date

VOTE: 4:0

Used Car Dealer's License – Class II:

1. Chester West, P&C Realty Trust, Pine Hill Service Station, Inc.
2. MIKMAR, Inc. dba Regal Motors, Mike Liuzzi
3. Friends Automotive, Inc., William J. Tennant, President & Michael A. Fitzgerald, Treasurer

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of December 11, 2012*

4. O'Brien Car Care, Inc., William J. O'Brien, President
5. David J. Salvaggio, Pro-Built Transmissions, Inc. dba Weymouth Street Auto Sales
6. Richard E. Federico, President, Revitalize Auto Reconditioning, Inc.
7. Basic Auto Rental, Inc. dba Basic Auto Sales, Robert Cunha

Motor Vehicle Junk License – Class III:

1. Stephen Hill dba Holbrook Auto Body

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen approve the renewal of the following Taxi/Livery Licenses effective January 1, 2013 through December 31, 2013 provided all taxes, fees, assessments, betterments and any other municipal charges are paid to date

VOTE: 4:0

1. Susan L. Mann dba Mann's Livery Service
2. Jean B. Cordon dba Cordon Enterprises
3. John Messia dba Mr. John's Limousine Service
4. Kevin McGrath dba Colonial Livery Service of Holbrook

MOTION: By Mr. Sheehan, second by Mr. Moore, that the Board of Selectmen approve the renewal of the following Common Victualler Licenses effective January 1, 2013 through December 31, 2013 provided all taxes, fees, assessments, betterments and any other municipal charges are paid to date

VOTE: 4:0

1. South Franklin Donuts, Inc. dba Dunkin Donuts
2. Evangelos Yiannousas, Highland Pizza & Calzone, Inc. dba Vinny's Pizzeria & Ice Cream
3. Dimitrios Tombros, H & J Tombros, Inc. dba Holbrook House of Pizza
4. Holbrook Donuts LLC dba Dunkin Donuts
5. Stanney's of Holbrook, Inc.
6. South Shore Snacks, Inc. dba Home Run Ice Cream
7. Burger King Corporation (Burger King #5488)
8. Spiros & Sophia Nikos dba Brookville House of Pizza
9. Marylou's News, Inc.
10. AJB Ventures dba Corner Grill and Pizzeria
11. Maged Kamel dba Sara's Pizza Palace
12. St. Mary & St. Yuana, Inc. dba Maria's Pizzeria

MOTION: By Mr. Sheehan, second by Mr. Moore, that the Board of Selectmen approve the renewal of the following All Alcohol Package Store Licenses, effective January 1, 2013 through December 31, 2013 provided all taxes, fees, assessments, betterments and any other municipal charges are paid to date

VOTE: 3:0:1 (Mr. McGaughey abstained)

1. Gregg Lake Associates, Inc. dba Highland Liquors
2. Holbrook Package, Inc. dba Holbrook Package Store

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of December 11, 2012*

3. Summit Retail Corporation dba Holbrook Community Package
4. Mary Day Le dba Holbrook Liquors

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen approve the renewal of the following Wine & Malt Beverage Package Store Licenses, effective January 1, 2013 through December 31, 2013 provided all taxes, fees, assessments, betterments and any other municipal charges are paid to date

VOTE: 3:0:1 (Mr. McGaughey abstained)

1. The T. Sikder Corp. dba Tedeschi's #343
2. Shiv C. Lillaney dba Fast Lane Convenience
3. ASP Convenience, Inc. dba Clerks Variety Store
4. Sendhi Corp. dba Holbrook Food Mart

MOTION: By Mr. Moore, second by Mr. Sheehan, that the Board of Selectmen approve the renewal of the following All Alcohol Club, Common Victualler, and Entertainment Licenses effective January 1, 2013 through December 31, 2013, provided all taxes, fees, assessments, betterments and any other municipal charges are paid to date

VOTE: 3:0:1 (Mr. McGaughey abstained)

1. Building Association of Father Francis X. Bransfield Council, Knights of Columbus #5046

MOTION: By Mr. Sheehan, second by Mr. Moore, that the Board of Selectmen approve the renewal of the following licenses effective January 1, 2013 through December 31, 2013 provided all taxes, fees, assessments, betterments and any other municipal charges are paid to date

VOTE: 3:0:1 (Mr. McGaughey abstained)

The All Alcohol Restaurant, Common Victualler, Entertainment, and Automatic Amusement Device Licenses in the name of:

1. Halfway Cafe, Inc. dba Halfway Cafe
2. Lg Jian, Inc. dba Golden Pacific Restaurant

Mr. Phelan recommended that the Board hold off on the renewal of the licenses in the name of 73-77 Union Street, Inc. dba The Union Street Pub until he confirms that the fence around the property has been repaired.

MOTION: By Mr. Sheehan, second by Mr. Moore, that the Board of Selectmen approve the renewal of the following licenses effective January 1, 2013 through December 31, 2013 provided all taxes, fees, assessments, betterments and any other municipal charges are paid to date

VOTE: 3:0:1 (Mr. McGaughey abstained)

The All Alcohol Restaurant and Common Victualler Licenses in the name of:

1. JD Smith Corp. dba Smith's Restaurant

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of December 11, 2012*

MOTION: By Mr. Sheehan, second by Mr. Moore, that the Board of Selectmen approve the renewal of the following licenses effective January 1, 2013 through December 31, 2013 provided all taxes, fees, assessments, betterments and any other municipal charges are paid to date

VOTE: 3:0:1 (Mr. McGaughey abstained)

The two Wine & Malt Beverage Restaurant and two Common Victualler Licenses in the name of:

1. Union Street Lanes, LLC
2. ANG Pizza, Inc. dba LEGGOS

A hearing will be scheduled for the next meeting to consider the renewal of the licenses in the name of the American Legion dba the DALTON POST. The Building Inspector has reported that they do not qualify for the required annual Fire Safety Inspection Certificate.

Paul Digirolamo, the Town TREASURER/COLLECTOR, provided the Board with a brief update on the status of his office. He said he did not foresee any upcoming issues.

Benjamin Ecord of the PUBLIC WORKS DEPARTMENT reported that the crack and seal work is completed, a new planter has been installed at the new welcome-to-Holbrook sign at Route 139 and Sycamore Street, the water/sewer bills have been sent out, and the Department is getting ready for winter. Yards of Pleasure has decorated the planters at the Town Hall, the Braintree line, and the corner of Sycamore Street. The Sheriff's Department is continuing the work on renovating the former fire station adjacent to the Town Hall.

MR. JOHN WEST was thanked for the use of a crane for decorating a large tree in Mary Wales Holbrook Park for the Christmas season and Holbrook Community Access and Media (H-CAM) was thanked for the lighting, video and audio for the Annual Festival of Lights.

MOTION: At 7:55 pm, to adjourn to executive session to discuss strategy as it relates to litigation (Francesco Gioioso), and not return to open session (**See note below)

ROLL CALL VOTE: Mr. Moore – No – He recused himself
Mr. McGaughey – Yes
Mr. Sheehan – Yes
Mr. Fuller – Yes

Kevin J. Sheehan, Clerk

Documents: Agenda
MOA with AFSCME Council 93, Local 1395
Resume of candidate for Clerical position
Agreement with Coler & Colantonio, Inc.
Draft STM warrant
Draft licenses renewal motions

**NOTE: No executive session was held. Mr. Phelan advised that it was being rescheduled to a future meeting when Town Counsel could be present.