

Holbrook Board of Selectmen
Minutes of the Regular Session of
Wednesday, March 26, 2014

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

In attendance: William J. Phelan, Town Administrator
Benjamin Ecord, Superintendent of Public Works
Marjorie E. Godfrey, Assistant Town Administrator

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

MINUTES:

MOTION: By Mr. Moore, second by Mr. McGaughey, to approve the minutes of the regular session of January 28, 2014, as printed

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

MOTION: By Mr. Moore, second by Mr. McGaughey, to approve the executive session minutes of January 28, 2014, as printed

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

MOTION: By Mr. Moore, second by Mr. McGaughey, to approve the minutes of the regular session of February 6, 2014, as printed

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

MOTION: By Mr. Moore, second by Mr. Sheehan, to approve the minutes of the regular session of February 21, 2014, as printed

VOTE: 4:0

Mr. Moore reported that he received a concern from a resident relative to the town-owned property at the corner of **Jewel Road and Newton Ave.** An abutting neighbor, who was ordered to clean up the property, has expressed an interest in purchasing the property. Mr. Phelan explained that the issue with the property is the condition of it, not who owns it. Since it is currently town-owned, no one should be storing anything on the land and using it as their own. A minimum price for the property should be established and a request for proposals prepared if the Board chooses to sell the property.

Mr. Phelan will speak to the Chief of Police, Paul Porter, about the **panhandlers** on the corner of North Franklin and Plymouth Streets and what can be done.

TOWN ADMINISTRATOR'S REPORT:

Mr. Phelan reported that:

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of March 26, 2014*

- The Town of Avon voted at a town meeting on March 24th to establish a **planning committee** to consider **school regionalization**.
- The Massachusetts School Building Authority (MSBA) voted unanimously to move the Town of Holbrook into the **schematic design phase** of the current school building project. Senator John Keenan was recognized for his support of this project.
- The **Capital Improvement Planning Committee** has met and considered the 6-year list of capital requests from the departments. Last year, the Finance Committee cut \$200,000 from the budget for Capital Improvements. The fund needs a continuous and steady income with a commitment from the town every year. The Finance Committee's policy is that 20% of any certified free cash will be deposited in the fund each year. Mr. Phelan recommended that town meeting consider allocating a minimum of \$500,000 per year to capital needs.
- The Finance Committee is reporting a \$1.2 million deficit in the **FY15 budget** based on requests. Departments have been asked to trim their budgets to reduce the projected deficit. The House and Senate have jointly resolved to support local aid at the level the Governor proposed, which is an increase over last year. The town's Chapter 70 aid will be increased this year because of the full-day kindergarten classes that began last year.
- A **Boston Globe** article included the Town of Holbrook as one of the three towns with the lowest increases in property taxes over the last three years.
- Public Works Superintendent Benjamin Ecord has requested an additional 25-hour person to take care of the town hall.
- Police Chief Porter has requested an additional **patrolman**, and provided statistics relative to the number of police officers versus population. He would also recommend a **resource officer** for the schools.

Mr. Moore suggested that a **human resource** person for both the town and the schools should be created. Currently, the Assistant Treasurer handles the benefits for all employees.

The annual town election ballot includes a question about removing the **Chief of Police position** from Civil Service. If the Town votes to remove the position from Civil Service, the process to fill the position will be developed with the current provisional chief, and would be a process similar to the recent hiring of Fire Chief Luke McFadden.

Meanwhile, because the town appointed a provisional chief, a **Civil Service** Chief's exam in May has been requested. Mr. Phelan asked for the Board's direction and explained the options available when filling the Civil Service position: a test, with education and experience; a sole assessment developed by a hired consultant approved by Civil Service, including hypotheticals and interviews; or, a little of both methods. Following a discussion, the Board members agreed to open the exam up to all officers and base the hiring 30% on the test, 40% on an assessment, and 30% on education and experience.

Mr. David Farrell, the Temporary **Veterans' Agent**, has notified the Board that he is resigning from the position effective June 30, 2014. The position will be posted immediately.

The Board discussed placing articles on the special town meeting warrant establishing by-laws to prevent **door-to-door sales** and **panhandling**.

Mr. Ecord reported that the Public Works Department will have a busy spring with the drainage project on Juniper Road, water projects on Belcher and School Streets and the Hillsdale area, and the

*Holbrook Board of Selectmen
Minutes of the Regular Session
Of March 26, 2014*

completion of the projects on Linwood Street and the Spring Street area. Quincy Street also needs water main work and a sidewalk. Mr. Moore asked that the projects be listed on the website, and Mr. Gordon asked that the timeframe for detours be properly posted. Currently, the street sweepers are out working.

Over the weekend, there was another accident in the intersection of **Weymouth, Pine and Sycamore** Streets. Mr. Phelan discussed the changes that have been made in that area to improve the safety of the intersection until the project is funded through the Transportation Improvement Plan (TIP). Currently, the engineer has completed the 25% design, and is waiting for the approval to move forward to the 75% design. Last fall, the state did a safety audit and made some short and long term recommendations. The engineer, CHA Companies (formerly Coler & Colantonio), has estimated the cost of the project to be approximately \$1 million. Mr. Phelan suggested that an article be placed on the town meeting warrant to fund the project. The Board asked that a warrant article be written for bonding of \$1 million for the intersection.

It was announced that the annual town election is next Tuesday, April 1st. Signs will be placed around town reminding the residents to get out and vote.

It was discussed that **Attorney Mark Bobrowski** should be asked to attend the next meeting to discuss the Board's request for mixed use zoning in the Holbrook center area, not 40R zoning, and the cost of completing the rezoning project. Mr. Gordon asked that the Planning Board also attend.

MOTION: At 8:25 pm, to adjourn to executive session to discuss strategy and conduct collective bargaining with Union personnel (Police), and not return to open session

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

Kevin J. Sheehan, Clerk

Documents:

Agenda

Minutes

Veterans' Agent job description
& draft job posting