

Holbrook Board of Selectmen

Minutes of the Regular Session of

Wednesday, June 24, 2015

Present: Timothy J. Gordon, Chairman
Matthew V. Moore, Vice-Chairman (arrived at 7:20 pm)
Kevin J. Sheehan, Clerk
Richard B. McGaughey, Associate
Daniel F. Moriarty, III, Associate

In attendance: Luke McFadden, Fire Chief
William Smith, Acting Chief of Police
Benjamin Ecord, Superintendent of Public Works
Edward J. O'Brien, Interim Town Administrator
Marjorie E. Godfrey, Assistant Town Administrator
Cynthia Brennan, Town Accountant

The meeting was called to order at 7:00 p.m. by Chairman Gordon, in the Selectmen's Meeting Room, Holbrook Town Hall, Floor 3R, 50 North Franklin Street, Holbrook, MA 02343, and began with the Pledge of Allegiance.

A moment of silence was observed in memory of WALTER W. DONOVAN, a long time Holbrook resident, school teacher, and School Committee member, who served on various other boards as well.

MINUTES:

MOTION: By Mr. Sheehan, second by Mr. Moriarty, to accept the minutes of the regular session of Wednesday, May 27, 2015, as printed

VOTE: 4:0

Mr. O'Brien reported that:

- The engineering firm of Howard, Stein, Hudson has listed the options available to the Town to complete the renovation of Union Street. \$1.2 million is available from an earmark secured by Congressman Stephen Lynch. More funding must be found if the project is to be completed as originally designed. The project is at the 25% design stage. The delay of the development of Old English Square added to the delay of this project. The developer of that property will be contacted for an update on their project.
- BadgeQuest, the Town's consultant, has completed the Police Chief's Assessment. The Human Resources Division (HRD) and BadgeQuest are working together to grade the candidates. When they are done, an eligibility list will be forwarded to the Board.
- There will be a tax title auction of 12 properties at 10 am on July 15, 2015 at the Town Hall.
- He and Mr. Ecord met with representatives of Republic, the Town's trash company, and an extension of the last contract is in place through July 8th.

Mr. Ecord explained that an engineering firm, Environmental Partners is conducting an inspection of the Holbrook Lake Dam and will make recommendations on how the Town should proceed.

Chief McFadden reviewed a memorandum of agreement with the Greater Boston Police Council relative to the GBPC placing equipment on the communications tower at the Public Safety Building in order to increase the radio coverage for the Police who utilize the Boston Area Police Emergency Radio Network (BAPERN).

MOTION: By Mr. Sheehan, second by Mr. Moriarty, that the Board of Selectmen approve a Memorandum of Agreement between the Town of Holbrook and the Greater Boston Police Council relative to the Installation of Radio Equipment on Holbrook's existing Communications Tower and Associated Electronic Equipment in the Shelter

VOTE: 4:0

Mrs. Brennan explained that it is time to renew the agreement with the Town's auditors, Melanson Heath. They have presented an engagement agreement incorporating the current year and the 3 years through June 30, 2018.

MOTION: By Mr. Moriarty, second by Mr. Sheehan, to authorize the Chairman to Execute an Engagement Letter with Melanson Heath for Auditing Services for the years ending June 30, 2015 – 2018

VOTE: 4:0

Mr. Moore joined the meeting.

Mr. O'Brien explained that he was presenting an agreement for his services as the Interim Town Administrator for a straight salary of \$65/hr. for an average of 15 hours a week. The agreement is for 90 days.

MOTION: By Mr. Moriarty, second by Mr. Sheehan, that the Board of Selectmen execute an Employment Agreement between the Town of Holbrook and Edward J. O'Brien, the Interim Town Administrator, as presented

VOTE: 5:0

Mr. Gordon announced that he will be resigning from the Board of Selectmen in the next couple of weeks, so that he can be a candidate for the full-time position of town administrator.

7:23 pm: Mr. Gordon recused himself and left the room.

Mr. Moore was the Acting Chairman in Mr. Gordon's absence.

Mr. O'Brien explained that in 2011 a Town Administrator Search Advisory Committee was formed as a five-member committee. He recommended that the Board establish the committee for the 2015 search, and that residents interested in serving submit letters of interest. That committee received copies of the applications, conducted interviews, and submitted three candidates to the Board of Selectmen for interviews and final selection by the Board.

MOTION: By Mr. Sheehan, second by Mr. Moriarty, that Mr. Matthew Moore serve as the Selectmen's Representative on the Town Administrator Search Committee

VOTE: 4:0

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MOTION: By Mr. Moore, second by Mr. Moriarty, that former Fire Chief Edward O'Brien be added to the Town Administrator Search Committee

VOTE: 4:0

The Board indicated that the committee will also include a representative of the School Committee and two citizens at large.

Mr. Gordon returned to his seat.

Mr. O'Brien explained that the setting the Police Chief's salary at this point is premature.

The balances in the accounts in the Community Development Office will be discussed next week, along with a list of what the money can be used for. Mrs. Ruth Davey, the Clerk in the Community Development Office, explained that there are four homeowners who qualify for assistance from a housing rehab program at this time. Community Opportunities Group (COG), the Town's CDBG consultant, will be contacted about the renewal contract they presented for a housing rehab program and the uses of the program income funds. Mr. Wayne Darragh will be invited to the next meeting.

Mr. O'Brien reported that Mr. Jack Yunits is the liaison for the surrounding communities involving the potential Brockton casino. A meeting will be set up with Jonathan Silverstein, Esq., Kopelman and Paige, PC, Holbrook's counsel on the Brockton casino. The Board will consider appointments to the Surrounding Communities Negotiating Team next week.

ANNUAL APPOINTMENTS:

MOTION: By Mr. Gordon, second by Mr. Sheehan, to appoint the following positions, with terms to expire on June 30, 2016:

Special Police Officers	Richard Reuss Dennis Sullivan James Gramm Amando Soto Gary Lawcewicz Robert Demarco David Reilly Michael Lee Danny Steele Kenneth Terrill Shane Tiberio Robert Sulprizio Aanton Lynch Joshua Reilly
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VOTE: Holbrook School Attendance Officer Ralph J. Colarusso
5:0

MOTION: By Mr. Gordon, second by Mr. Moriarty, to appoint Fred White to the Permanent Cable Television Advisory Committee, with a term to expire on June 30, 2018

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VOTE: 5:0

MOTION: By Mr. Gordon, second by Mr. Moriarty, to appoint Chris Golden as the Planning Board Associate Member, with a term to expire on June 30, 2016

VOTE: 5:0

MOTION: By Mr. Gordon, second by Mr. Moore, to appoint Interim Town Administrator Edward O'Brien to the Permanent School Building Committee, as the Randolph/Holbrook Joint Water Board Designee, and as the Tri Town Water Board Designee, with terms to end when his position as Interim Town Administrator ends

VOTE: 5:0

APPROPRIATION TRANSFERS:

MOTION: By Mr. Moore, second by Mr. Gordon, to grant the request for the transfer of \$15,000 from Health Insurance 01-914-5173-019, to be transferred to Medicare 01-911-5177-019, in order to provide for the increase due to pay raises

VOTE: 5:0

MOTION: By Mr. Moore, second by Mr. Sheehan, to grant the request for the transfer of \$15,000 from Water Reserve, to be transferred to Water General Expenses 28-400-5421-000 in order to pay for water testing, meters, water billing, the Consumer Confidence Report, and legal expenses in FY15

VOTE: 5:0

MOTION: By Mr. Moore, second by Mr. Sheehan, to grant the request for the transfer of \$967.00 from Treasurer/Collector General Expense 01-145-5421-000, to be transferred to Admin/Clerical Salaries 01-145-5113-000, in order to pay two days' salary

VOTE: 5:0

Fire Chief McFadden and Police Chief William Smith provided updates on their departments. Supt. Ben Ecord provided an update on the ongoing construction projects in Town.

At the next meeting, the Board will discuss minimum sale prices for the properties listed on the tax title auction on July 15th.

Mr. O'Brien read the Consumer Confidence Report (CCR) announcement about Town's water quality.

MOTION: By Mr. Moriarty, second by Mr. Sheehan, at 8:03, to adjourn the meeting

VOTE: 5:0

Daniel F. Moriarty, III, Clerk

Documents:

Melanson Heath engagement letter, GBPC MOA, MEGA agreement for FY16, transfer requests, employment agreement with Interim Town Administrator, Options detailed by Howard, Stein, Hudson relative to the Union Street renovation