Date: 2/15/2024

Time: 7PM

Location: Holbrook Town Hall

Members in Person: Barry, Mike, Brian, Scott

Members on Zoom: Anne, PJ (7:05)

**Meeting Minutes**

* Motion to approve meeting minutes for 2/1, Brian/Mike 5-0-0

**Reserve Fund Transfer**

* Not presented, will put on next week's agenda.

**FY25**

***Police***

* General Update
  + 2 officers in the academy, that will bring to full compliment.
  + Expecting a retirement in April.
  + Body Cameras.
    - Grant covered this year, 100k.
    - Will need money for the next 4 years, 47k each year.
    - Example body camera video on the website.
  + Getting cameras around town.
    - paid for by the burn grant, 50k.
    - Recorded at the public safety building.
      * Recording retained for 30 days unless downloaded.
      * Only covers public places.
    - Same vendor as Boston.
    - Server is inside the public safety building.
    - Will be monitored by the station officer and dispatch.
    - There is someone who answered the questions and FOIA request.
    - New website created with updated headshots and department photo.
  + The Selectboard wanted 2 additional cameras as the Landfill and JFK School.
    - Applied for grant for $3,500.
    - Town may need to fund additional $7,000.
  + On track with the funds, no unexpected items.
  + March 13 & 14th Mock Accreditation and Official Accreditation in May.
    - Benefit to town is a reduction in insurance cost
  + Electric vehicles have not been that successful in other towns.
    - Idling time and rebooting of electronics.
  + Chief Smith notes that windows are tinted to protect personal information.
* Next year's budget
  + FY25 budget as presented is an increase of 3.72%
  + Budget will drop, to a year over year decrease, if there is the expected retirement.
    - Retirement expected in April.
  + No increase in overtime.
  + General expenses went up.
  + The price of cruisers keeps increasing.
  + $1,000 increase in Gasoline.
  + Contract ends 30th of June. Article for town meeting.
  + Chief is retiring as of June 30.
    - Contracts are negotiable.
    - Cost of finding a new chief is on the selectboard's budget.
      * Hire a company to do the assessment.
      * Process not yet started.
    - Expected to start after the election in April.
    - Target to have someone in place before the Chief's retirement.
  + $1,788 sick leave buyback is for the assistant, in the contract.

***Animal Control***

* Mistake in gasoline, cost increases to $6,000 versus $1,600.
  + Chief notes that most towns get it from the DPW so expense not in Police Dept. budget
  + Holbrook chooses to associate the ~~operating cost~~ gasoline expense to each department
  + Camera will be placed by the town gas pump.
* Placeholder, to get more information about the new truck.
* Rapport with the towns around Holbrook.
* A portion of his budget is paid for by Avon. Roughly 15%
* Total budget is roughly $86k.
* New officer is bringing in additional revenue related to licenses and fines.
* $2,600, Stipend.
* 7.1% increase overall. Mostly driven by increase in gas expense from $1,600 to $6,000.

***Emergency Management***

* Budget back down to $3,000
* 2 new light towers that run on diesel purchased last year.
* Received final payment from Covid from FEMA
  + $190,000 for final payment
  + $500,000 over the Covid Period

**Fire, EMT & Public Safety Building**

* To be rescheduled, March 14th

**Next Meeting**

* No meeting next week or Feb 29 (Decided post meeting)
* Next meeting is March 7
* 2 weeks for selectboard and Town Hall

**Motion to Adjourn**

* Motion to Adjourn Brian/Mike 6-0-0

**Documents**

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