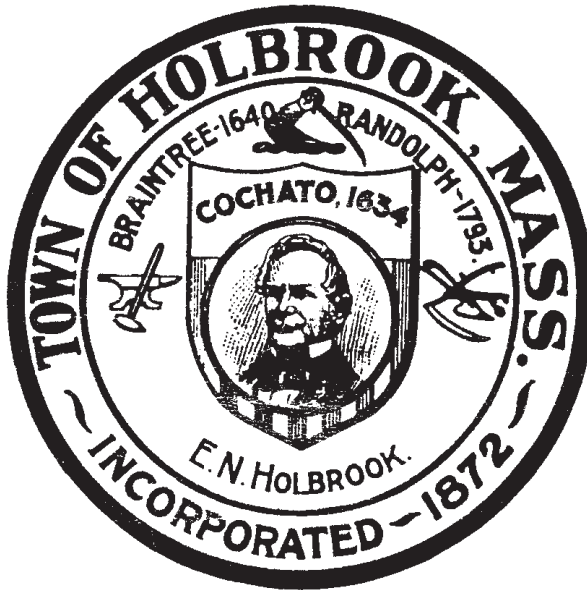


TOWN OF HOLBROOK

2022



Annual Town Meeting
Special Town Meeting

7:15 p.m.

Wednesday, May 18, 2022

At the Holbrook Junior-Senior High School Gymnasium

WARRANT

COMMONWEALTH OF MASSACHUSETTS
TOWN OF HOLBROOK
WARRANT FOR THE ANNUAL TOWN MEETING

NORFOLK, SS.

GREETING

To any Constable of the Town of Holbrook, in said County:

You are hereby directed and required to notify and warn the inhabitants of the Town of Holbrook, qualified to vote in town affairs, to meet in Holbrook Middle-High School, Gymnasium 245 South Franklin Street, Holbrook, on:

Wednesday, May 18, 2022

at 7:15 p.m. in the evening, then and there to act on the following articles:

ANNUAL TOWN MEETING				
18-May-22				
LIST OF ARTICLES				
Art. #	Department	Subject	Amount	Funding Source
1	Select Board	Report of Town Officers		N/A
2	Select Board	Reports of Committees		N/A
3	Select Board	Massachusetts Department of Transportation Funds Authorization (Chapter 90)		N/A
4	Library Board of Trustees	Authorize Public Library Use of State Aid		N/A
5	Select Board	Town Budget	\$47,452,338.49	Raise, Appropriate & Transfer
6	Select Board	Enterprise Fund Budgets	\$7,867,649	Raise, Appropriate & Transfer
7	Select Board	Change from elected to appointed position Treasurer / Collector		N/A
8	Treasurer/Collector	Salary Increase - Treasurer Collector	\$1,162.00	Raise, Appropriate & Transfer
9	Select Board/Personnel Board	Personnel Board Wage and Salary Adjustments		N/A - included in FY2023 Budget
10	Planning	MBTA Overlay District		N/A
11	Planning	Zoning Bylaws Section 4.1.3		N/A
12	Planning	Zoning Bylaws Section 4.1.2		N/A
13	Planning	Zoning Bylaws Section 11.0		N/A
14	Citizens Petition	Citizens Petition Town Warrant Selectmen Recall		N/A
15	Citizens Petition	Citizens Petition Plastic Bags		N/A
16	Citizens Petition	Citizens Petition Excessive Absenteeism		N/A
17	Citizens Petition	Citizen's Petition – Move to Open Town Meeting Form of Government		N/A
18	Citizens Petition	Citizens Petition Zoom/HCAM		N/A
19	Board of Health	Rodent Monitoring	\$ -	Non-Identified

TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

ARTICLE 1: Reports of Town Officers

To hear reports of the Town Officers and act thereto?

Submitted by: Select Board

Recommended by the Finance Committee at Town Meeting

Funding Source: N/A

MOTION: I move that the Town accept the reports as presented.

ARTICLE 2: Reports of Committees

To hear reports of the Committees and act thereon, to choose committees, and act upon any other business that may legally come before said meeting.

Submitted by: Select Board

Recommended by the Finance Committee at Town Meeting

Funding Source: N/A

MOTION: I move that the Town accept the reports as presented.

ARTICLE 3: Massachusetts Department of Transportation (DOT) Funds Authorization

Will the Town vote to authorize the Select Board and the Town Administrator to accept such sums of money as may be distributed by the Commonwealth of Massachusetts through the Chapter 90 highway grant program, so called funds to be expended by the Director of Public Works in accordance with guidelines and requirements of the Massachusetts Department of Transportation or take any other action thereto?

Submitted by: Select Board

Recommended by the Finance Committee 8-0-1

Funding Source: Grant Funded

TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

ARTICLE 4: Authorize Public Library Use of State Aid

Will the Town will vote to authorize the Library Board of Trustees to retain and expend a sum of money to be received by the Town Treasurer under “Public Libraries, Massachusetts General Laws Chapter 78 Section 19A,” during the twelve (12) month period beginning July 1, 2022 and any other unexpended sums previously received from the same source, the sums to be held and carried forward, for the general use of the library, or take any other action thereto?

Submitted by: Library Board of Trustees

Recommended by the Finance Committee 8-0-1

Funding Source: State Aid

ARTICLE 5: Town Budget

Will the Town vote to raise and appropriate and/or transfer from available funds as indicated, such sums of money necessary for the ensuing year in the General Fund Operating Budget, or take any other action relative thereto?

General Fund Operating Budget: \$47,452,338.49

Submitted by the Select Board

Recommended by the Finance Committee 8-0-1

Funding Source: Raise, Appropriate & Transfer

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TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
Wednesday, May 18, 2022



**TOWN OF HOLBROOK
FY2023 BUDGET SUMMARY**

Revenue	Estimated FY2023	Expenditures	Finance Committee Recommendation FY2023
General Fund			
Property Taxes		Operating Budget	
Levy Limit	27,927,827.00	General Government	\$ 2,187,031.50
Prop 2 1/2 %	698,195.68	Public Safety	\$ 8,554,145.70
New Growth	300,000.00	Education- Holbrook Public	\$ 16,389,590.00
Sub-Total Property Tax:	28,926,022.68	Blue Hills Technical	\$ 1,627,396.00
		Norfolk Agricultural	\$ 25,464.00
Debt Exclusions	3,708,350.60	Public Works	\$ 2,043,916.47
Excess Capacity	(2,260,532.14)	Public Services	\$ 717,902.44
Sub-Total	1,447,818.46	Debt Service	\$ 3,822,995.60
		State & County Assessments	\$ 1,375,878.00
Total Property Taxes	30,373,841.14	Benefits	\$ 9,004,968.86
		Other Insurances	\$ 1,012,384.20
State Aid		Transfers Out:	
Cherry Sheet	11,803,741.00	Transfer to Capital Improvement	\$ -
Less Offsets:	(122,075.00)	Transfer to Agency IOD	\$ 20,000.00
Total State Aid:	11,681,666.00	Transfer to OPEB	\$ -
		Transfer to General Stabilization	\$ -
Local Estimated Receipts			\$ -
Local Receipts	3,584,884.90		
Total Local Est. Receipts:	3,584,884.90		
Total Revenue	45,640,392.04	Operating Budget Total	\$ 46,781,672.77
Other Sources of Revenue			
Transfer from Free Cash	-		
Transfer from Compensated Absences	67,037.03	To be raised on the Recap:	
Transfer from RRFA Ambulance	361,018.81	Snow & Ice Deficit	\$ 370,000.00
Transfer from SR Fire Alarm	11,484.80	Overlay	\$ 300,665.72
Indirect Costs Water	816,120.85	Other Expenditures Total	\$ 670,665.72
Indirect Costs Solid Waste	145,271.87		
Indirect Costs Sewer	411,013.10		
Total Other Revenue:	1,811,946.46		
Total GF Sources of Revenue:	47,452,338.50	Total General Fund Expenditures:	\$ 47,452,338.49
Surplus/Deficit		Surplus/Deficit	\$ (0.00)

TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

General Government		FY22		FY23 Requested	FY23 Finance Committee Recommendation
		Appropriation as amended			
122	<i>Selectmen</i>				
		Expenses	7,600	27,000	22,000
		Total	7,600	27,000	22,000
123	<i>Town Administrator</i>				
		Salaries	267,962	349,175	394,175
		Expenses	1,000	4,000	4,000
		Total	268,962	353,175	398,175
131	<i>Finance Committee</i>				
		Expenses	600	600	600
		Total	600	600	600
132	<i>Reserve</i>				
		Expenses	204,296	250,000	250,000.00
		Total	204,296	250,000	250,000
135	<i>Town Accountant</i>				
		Salaries	167,960	186,665	186,665
		Expenses	48,935	57,760	57,760
		Total	216,895	244,425	244,425
141	<i>Assessor</i>				
		Salaries	196,647	210,107	210,107
		Expenses	35,680	42,880	42,880
		Total	232,327	252,987	252,987
145	<i>Treasurer/Collector</i>				
		Treasurer's Salary	80,558	82,169	80,558
		Salaries	149,825	209,147	149,825
		Expenses	155,231	155,098	160,000
		Total	385,614	446,413	390,383
151	<i>Legal / Professional / Technical Services</i>				
		Expenses	150,000	200,000	200,000
		Total	150,000	200,000	200,000
152	<i>Human Resources</i>				
		Salaries	76,470	176,619	176,619
		Expenses	5,000	5,000	5,000
		Total	81,470	181,619	181,619
161	<i>Town Clerk</i>				
		Town Clerk Salary	79,395	79,395	79,395
		Salaries	89,148	94,427	94,427
		Expenses	6,170	7,920	7,920
		Total	174,713	181,742	181,742
162	<i>Elections/Town Meeting</i>				
		Salaries	10,000	40,000	40,000
		Expenses	15,000	15,000	15,000
		Total	25,000	55,000	55,000
163	<i>Board of Registrars</i>				
		Salaries	1,400	1,600	1,600
		Expenses	5,800	6,000	6,000
		Total	7,200	7,600	7,600
195	<i>Town Reports</i>				
		Expenses	-	2,500	2,500
		Total	-	2,500	2,500
			- 5 -		
		General Gov. Total	1,754,677	2,203,062	2,187,032

TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

		FY22		FY23 Finance Committee	
Public Safety		Appropriation as	FY23 Requested	Recommendation	
		amended			
200	<i>Public Safety Building</i>				
		Salaries	22,484	22,484	22,484
		Expenses	251,971	181,447	181,447
		Total	274,455	203,931	203,931
210	<i>Police Department</i>				
		Salaries	3,040,163	3,238,374	3,238,374
		Expenses	214,000	228,000	228,000
		Total	3,254,163	3,466,374	3,466,374
220	<i>Fire Department</i>				
		Salaries	2,592,113	2,516,229	2,516,229
		Expenses	113,987	115,968	115,968
		Total	2,706,100	2,632,197	2,632,197
225	<i>Dispatch</i>				
		Salaries	1,002,000	1,057,492	1,057,492
		Expenses	135,000	342,350	342,350
		Total	1,137,000	1,399,842	1,399,842
230	<i>EMT</i>				
		Salaries	242,711	248,250	248,250
		Expenses	109,544	107,451	112,769
		Total	352,255	355,701	361,019
291	<i>Emergency Management</i>				
		Expenses	3,000	13,000	13,000
		Total	3,000	13,000	13,000
292	<i>Animal Control</i>				
		Salaries	44,114	-	44,114
		Expenses	14,900	-	14,900
		Total	59,014	-	59,014
244	<i>Weights & Measures</i>				
		Salaries	-	-	-
		Expenses	-	-	-
		Total	-	-	-
240	<i>Inspectional Services</i>				
		Salaries	323,911	339,469	339,469
		Expenses	64,891	79,300	79,300
		Total	388,802	418,769	418,769
		Public Safety Total	8,174,789	8,489,814	8,554,146
		FY22		FY23 Finance Committee	
Education		Appropriation as	FY23 Requested	Recommendation	
		amended			
300	<i>Schools</i>				
		Blue Hills	1,811,245	1,627,396	1,627,396
		Norfolk Aggie	12,000	25,464	25,464
		Total	1,823,245	1,652,860	1,652,860
301	<i>Holbrook Public Schools</i>				
	Education	14,750,830	15,112,590	15,112,590	15,112,590
	School Transportation	1,250,955	1,277,000	1,277,000	1,277,000
	Total	16,001,785	16,389,590	16,389,590	16,389,590
		Education Total	- 6 -17,825,030	18,042,450	18,042,450

TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

		FY22		FY23 Finance Committee	
Public Works		Appropriation as amended	FY23 Requested	Recommendation	
400	Public Works				
		Salaries	1,120,426	1,155,416	1,155,416
		Expenses	407,600	475,500	528,500
		Total	1,528,026	1,630,916	1,683,916
422	Roads & Sidewalks plus Parks & Fields				
		Expenses	140,000	75,000	100,000
		Total	140,000	75,000	100,000
423	Snow And Ice				
		Expenses	150,000	150,000	150,000
		Total	150,000	150,000	150,000
424	Street Lighting				
		Expenses	105,000	110,000	110,000
		Total	105,000	110,000	110,000
		Public Works Total	1,923,026	1,965,916	2,043,916
		FY22		FY23 Finance Committee	
Public Services		Appropriation as amended	FY23 Requested	Recommendation	
294	Forest Comm.				
		Expenses	1,000	1,000	1,000
		Total	1,000	1,000	1,000
541	Council On Aging				
		Salaries	113,109	113,109	113,109
		Expenses	20,500	20,500	20,500
		Total	133,609	133,609	133,609
543	Veteran's Services				
		Salaries	10,608	10,608	10,608
		Expenses	40,850	43,210	43,210
		Total	51,458	53,818	53,818
610	Public Library				
		Salaries	350,242	379,475	379,475
		Expenses	143,500	150,000	150,000
		Total	493,742	529,475	529,475
691	Historical Commission				
		Expenses	100	-	-
		Total	100	-	-
		Public Services Total	679,909	717,902	717,902
		FY22		FY23 Finance Committee	
Debt		Appropriation as amended	FY23 Requested	Recommendation	
	Debt Outside Prop 2-1/2				
710		Maturing Debt	3,012,447	2,705,179	2,705,179
751		Interest	1,213,897	1,094,672	1,094,672
751		Debt Administration	15,000	15,000	15,000
		Total	4,241,344	3,814,851	3,814,851
752	Temporary Loans				
		Paydowns	62,700	-	-
		Interest	68,279	8,145	8,145
		Total	- / - 130,979	8,145	8,145
		Debt Total	4,372,323	3,822,996	3,822,996

TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

		FY22		
State & County Assessments		Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
820	<i>State Assessments</i>			
	<i>School Assessments</i>	884,830	1,028,808	996,738
	<i>Town Assessments</i>	307,044	319,670	319,678
	Total	1,191,874	1,348,478	1,316,416
830	<i>County Assessments</i>			
	<i>Expenses</i>	58,011	59,462	59,462
	Total	58,011	59,462	59,462
	Total	1,249,885	1,407,940	1,375,878
		FY22		
Employee/Retiree Benefits		Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
911	<i>Employee Benefits</i>			
	<i>Pension Assessment</i>	2,399,401	2,573,892	2,573,892
	<i>Medicare Tax</i>	300,000	333,657	333,657
	Total	2,699,401	2,907,549	2,907,549
914	<i>Health Insurance</i>			
	<i>Expenses</i>	5,412,785	5,842,530	5,842,530
	<i>Medicare Part B</i>	176,000	202,889	202,889
	Total	5,588,785	6,045,419	6,045,419
915	<i>Employee Life Insurance</i>			
	<i>Expenses</i>	22,000	22,000	22,000
	Total	22,000	22,000	22,000
916	<i>Dental Insurance</i>			
	<i>Expenses</i>	30,000	30,000	30,000
	Total	30,000	30,000	30,000
	Employee/Retiree Benefits	8,340,186	9,004,969	9,004,969
		FY22		
Other/Insurance		Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
913	<i>Unemployment</i>			
	<i>Expenses</i>	100,000	180,000	180,000
	Total	100,000	180,000	180,000
945	<i>Other Insurance</i>			
	<i>General Insurance</i>	547,622	602,384	602,384
	<i>Workers Comp</i>	221,644	230,000	230,000
	Total	769,266	832,384	832,384
	Other/Insurance Total	869,266	1,012,384	1,012,384
		FY22		
Transfers		Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
990	<i>Transfer to Capital</i>	-	400,000	-
990	<i>Transfer to Trust & Agency IOD</i>	-	20,000	20,000
990	<i>Transfer to Trust & Agency OPEB</i>	-	100,000	-
990	<i>Transfer to General Stabilization</i>	-	461,000	-
	Total	-	981,000	20,000
	Transfers Total	- 8 -	981,000	20,000
	Grand Total	45,189,090	47,648,433	46,781,673

TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

Article 6: Enterprise Fund Budgets

Will the Town vote to raise and appropriate and/or transfer from available funds as indicated, such sums of money necessary for the ensuing year to operate the Enterprise Funds as listed below, or take any other action relative thereto?

Solid Waste Enterprise Fund		FY22		
		Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
60	<i>Expenditures</i>	760,000	760,000	760,000
60	<i>Extraordinary & Unforeseen</i>	15,000	15,000	15,000
60	<i>Indirect Costs</i>	133,503	145,272	145,272
60	<i>Transfer to Capital Improvement</i>	-	-	-
	Total	908,503	920,272	920,272

PEG Access aka HCAM Enterprise Fund		FY22		
		Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
62	<i>Expenditures</i>	238,000	233,000	233,000
	Total	238,000	233,000	233,000

Sewer Enterprise Fund		FY22		
		Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
65	<i>Expenditures</i>	206,000	106,000	106,000
65	<i>Extraordinary & Unforeseen</i>	-	100,000	100,000
65	<i>MMRA Assessment</i>	1,898,064	1,958,421	1,958,421
65	<i>Indirect Costs</i>	376,503	411,013	411,013
	Total	2,480,567	2,575,434	2,575,434

Water Enterprise Fund		FY22		
		Appropriation as amended	FY23 Requested	FY23 Finance Committee Recommendation
68-450	<i>Expenditures Water</i>	205,000	205,000	205,000
68-450	<i>Indirect Costs</i>	482,921	527,214	527,214
68-450	<i>Transfer to Capital</i>	-	-	-
68-450	<i>Transfer to Joint Water</i>	-	769,453	769,453
68-451	<i>Expenditures Joint Water</i>	1,200,000	1,200,000	1,250,000
68-451	<i>Indirect Costs</i>	264,257	288,907	288,907
68-452	<i>Expenditures Tri-Town</i>	30,000	30,000	30,000
68-750	<i>Debt & Interest</i>	1,254,378	1,068,369	1,068,369
	Total	3,436,556	4,088,943	4,138,943

Submitted by: Select Board

Recommended by the Finance Committee 8-0-1

Funding Source: Enterprise Revenues

TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

Article 7: Change from elected to appointed position Treasurer Collector.

Will the Town vote to change the currently elected and combined position of Tax Collector/Treasurer into a Select Board/ Personnel Board appointed position of Tax Collector/Treasurer as per the provisions of MGL c. 41, § 1B, and place on the official ballot of the November Elections 2022 the following question for acceptance by the voters: "Shall the Town vote to have its elected Tax Collector/Treasurer become an appointed Tax Collector/Treasurer of the Town", such appointment will take place at the end of the current elected term.

Sample Ballot Question:

Shall the Town Vote to have it's elected Treasurer/Collector become an appointed Treasurer/Collector of the Town? YES _____ NO _____

Submitted by the Select Board

Recommended by the Finance Committee 8-0-1

Funding Source: N/A

Article 8: Salary Increase – Treasurer/Collector

Will the Town vote to raise and appropriate, transfer from available funds, or otherwise provide the sum for One Thousand Six Hundred and Twelve Dollars and Zero Cents (\$1,612.00) for the fiscal year ending June 30, 2023, to provide for a pay increase of two percent (2%) for the Holbrook Treasurer/Collector. Said funds to be added to the department budget under Treasurer/Collector Salary 01-145-5100-5112 in the amount of One Thousand Six Hundred and Twelve Dollars and Zero Cents (\$1,612.00) or take other action thereto?

Submitted by Treasurer/Collector

Recommended by the Finance Committee 6-1-2

Funding Source: Raise & Appropriate

Article 9: Personnel Board Wage and Salary Adjustments

Will the Town vote to amend the Town By-Laws, Section 10, Salary Administration Plan, Article III, Section 10.5(g), as shown on Schedule B, and thereby fund as per the recommended Fiscal Year 2023 Budget as presented in Article 5 or take any other action thereto?

Submitted by: Select Board/Personnel Board

Recommended by Finance Committee 8-0-1

Funding Source: FY2023 Budget as presented

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TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

Wage and Salary Schedule FY23		Effective July 1, 2022		Effective July 1, 2022		
Schedule B		ARTICLE # 7		ARTICLE # 7		
Job Title	FY22 Salary/ Hourly Rate	FY23 Current TM Voted Maximum	Rate of Pay	AMENDMENTS	Proposed FY23 Salary	Change
Veterans' Agent Part Time	10,608.00	\$ 10,608.00	Annual	Level Funded		
PWD Supervisor	-	\$ -	Annual	No Longer wage and salary position		-100%
Town Counselor	20,105.73	\$ 30,632.28	Annual	No Longer wage and salary position		
Building Inspector	16,623.00	\$ 20,771.59	Annual	Not a currently filled position under wage and salary		
Plumbing and Gas Inspector			Annual	As per budget request	16,623.00	0%
Writing Inspector	17,468.07	\$ 21,397.34	Annual	As per budget request	17,468.07	0%
Sealer of Weights and Measures	4,504.65	\$ -	Annual	Not a currently filled position under wage and salary		
Youth Coordinator	-	\$ 32,501.90	Annual	No changes - not a currently filled position		
Parking Clerk	-	\$ 283.24	Annual	No changes - not a currently filled position		
Health Agent *** Requested by BOH	37.00	\$ 42.00	Hourly	2% increase to FY22 Hourly Rate	37.74	2%
Laborer Part Time	23.93	\$ 25.00	Hourly	2% increase to FY221 Hourly Rate	24.41	2%
Principal Clerk Part Time	20.03	\$ 20.69	Hourly	2% increase to FY21 Hourly Rate	20.43	2%
COA Coordinator	23.82	\$ 25.00	Hourly	2% increase to FY21 Hourly Rate	24.30	2%
Assistant COA Coordinator	20.81	\$ 22.00	Hourly	2% increase to FY21 Hourly Rate	21.23	2%
Van Driver	14.79	\$ 15.09	Hourly	2% increase to FY21 Hourly Rate/Raise Maximum by \$0.11	15.09	2%
Public Safety Dispatcher PT	22.00	\$ 25.00	Hourly	2% increase to FY21 Hourly Rate	22.44	2%
Information Technology (IT) Coordinator	30.60	\$ 30.60	Hourly	No changes - not a currently filled position		
Call Men on Duty	15.37	\$ 15.37	Hourly	No changes - not a currently filled position		
Special Officers	22.00	\$ 25.00	Hourly	2% increase to FY21 Hourly Rate		
Matrons		\$ 25.02	Hourly	No changes - not a currently filled position		
Assistant ACO	MA Minimum Wage	MA Min. Wage	Hourly	MA Minimum Wage - not a currently filled position		
Assistant Building Inspector	25.77	\$ 27.24	Hourly	Level Funded Increase to FY22 Hourly Rate	26.29	2%
Assist. Plumbing/Gas Inspector	25.77	\$ 27.24	Hourly	Level Funded Increase to FY22 Hourly Rate	26.29	2%
Assistant Wiring Inspector	25.77	\$ 27.24	Hourly	Level Funded Increase to FY22 Hourly Rate	26.29	2%
Conservation Officer Part Time	29.00	\$ 29.98	Hourly	2% increase to FY2022 Hourly Rate	29.58	2%
Library Page	MA Minimum Wage	MA Min. Wage	Hourly	No change - per Massachusetts minimum wage		
Plow Drivers	-	\$ -	Hourly	Contractual		0%
PWD Temporary Seasonal Help	MA Minimum Wage	MA Min. Wage	Hourly	No change - per Massachusetts minimum wage		
Public Health Nurse Part Time	30.00	\$30.00	Hourly	No changes - not a currently filled position		
Election Workers	MA Minimum Wage	MA Min. Wage	Hourly	No change - per Massachusetts minimum wage		
Election Wardens	281.00	\$287	Per Day	2% increase to FY21 Rate/Raise Maximum	286.62	2%
Election Clerks	261.00	\$266	Per Day	2% increase to FY21 Rate/Raise Maximum	266.22	2%
Town Meeting Workers	MA Minimum Wage	MA Min. Wage	Hourly	No change - per Massachusetts minimum wage		

Article 10: MBTA Overlay District

Will the Town vote to amend the Zoning Bylaws Section 9.0 Special Districts by adding Section 9.6 MBTA Overlay District? (MBTAOD)

9.6.1 Purpose. The purpose of the MBTA Overlay District is to:

1. To promote Economic Development with-in the Town of Holbrook
2. Create a Multi-Family District (as of right) within .5 miles of a Commuter Rail Station
3. Offer multi-family housing without age restriction
4. Offer multi-family housing suitable for families with children
5. Allow the number of housing units to minimum 15 per acre.

The MBTA Overlay District includes several changes to the table of Dimensional Regulations and to the table of Use Regulations.

9.6.2 OVERLAY DISTRICT: The MBTAOD is an overlay district superimposed on all underlying zoning districts. The map of the MBTAOD, entitled “MBTA Overlay District”, dated March 17, 2022, is hereby made part of the Zoning By-Law. The Zoning By-Law governing the underlying zoning district shall remain in full force and effect except for projects undergoing development pursuant to this section of the Zoning By-laws and MGL 40A section 3A. Within the boundaries of the MBTAOD a developer may elect to develop a project in accordance with this section, or to develop a Project in accordance with requirements of regulations for use, dimension and all other provisions of the Zoning By-Laws governing the underlying Zoning District(s). When a Building Permit is issued for any Project approved in accordance with this section, the provisions of the underlying district(s) shall no longer be applicable to the land shown on the plan which was submitted pursuant to this section for such project.

MBTAOD Consist of the following maps and lots and contains approximately 230 acres:

Map 13, Lots 2,3,4,5,6,7,8,9,10,11,111,12,13,14,15,16,18,19,20,21,22,23,24,25,26,26-1,27,28,29,30,30-1,31,32,32-1,33,34,35,35-1,35-2,35-3,35-4,36,37,38,39,40,40-1,59,60,61,62,63,64;

Map 14, Lots 57,57-1,58,59,60,61,62,62-1,63,63,65,66,67,68,69,70,71,72,73,74,75,76,77,78,79,80, 81,82,83,84,85,86,87,88,89,90,90-1,91,92,93,94,95,96,97-1,98,99,100,102;

Map 19, Lots 1,2,3,4,5,6,7,7-2,7-3,8,8-1,8-C,8-4,8-5,9,10,11,11-1,12,12-1,12-2,12-3,13,14,15,16,16-1,16-2,16-3,17,19-19;

Map 20 Lots 19,20,21,24, part of map & lot 14-102

Map 25, Lots 5,6,8,9,10,11,12,13,14,14-1,15,16,17,18,129,129-1,129-2,130,130-1,130-2,130-3,131, part of map & lot 14-102

Map 26, Lots 7,8,9,10,11,12,15,16,17,19, part of map & lot 14-102

9.6.3 Site Plan Approval/Special Permits Required. In the MBTAOD, a Multi-Family Development Project shall be allowed after site plan approval pursuant to Section 10.6, subject to the additional design standards set forth herein. Any other project shall require a Special Permit from the Planning Board pursuant to Section 10.5 and the additional criteria set forth herein.

TOWN OF HOLBROOK
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9.6.4 Dimensional Regulations: In the MBTAOD, the following dimensional regulations shall apply as set forth in the MBTAOD Dimensional Table Below.

REQUIREMENT	
Minimum Lot Size (sq. ft.)	43,560
Maximum Lot Coverage by Building	
By Residential Only	50%
By Mixed Use	50%
Maximum Total Lot Coverage	
By Residential Only	65%
By Mixed Use	75%
Minimum Open Space	
By Residential Only	35%
By Mixed Use	25%
Minimum Lot Frontage (ft)	
By Residential Only	75
By mixed Use	125
Minimum Front Yard Depth (ft)	
Union St, Phillips Rd	0
Other Streets	20
Maximum Front Yard Depth (ft)	
Centre St, Union St, Phillips Rd	20
Other Streets	N/A
Minimum Side Yard With (ft)	10*
Minimum Rear Yard Depth (ft)	15**
Maximum Height (stories)	3***

(*) Except where the subject property shares a lot line with a residential home or adjacent to an underlying Residential District. In which case the minimum is 20 ft

(**) Except where the subject property shares a lot line with a residential home or adjacent to an underlying Residential District. In which case the minimum is 30 ft

(***) Four by Planning Board Special Permit

9.6.5 Use Regulations. Uses shall be governed by the MBTAOD Use Table, set forth below:

Y designates a use permitted as of right

PB designates a use that may be permitted by Planning Board Special Permit only

If a use is not mentioned, it is not allowed.

PRINCIPLE USES	MBTAOD
Multifamily dwelling or multiple unit development	y
Mixed Use Project (fronting on Union St and Phillips Rd)	PB

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Institutional, Recreational, and Educational Uses

Use of land or structure for Religious purposes	Y
Use of land for Educational purposes	Y
Public Park or Playground	Y
Community Center	Y
Child care center or school aged programs	Y

Offices

Business, financial, or professional Offices	PB
Medical,	PB

Retail Business and Consumer Service Establishments

Store for retail sales of merchandise provided all display, storage, and sales of materials are conducted within the building and providing no manufacturing or assembly on premises	PB
Personal Services Establishment including barber shop, beauty shop, nail salon, dry cleaners, and self-serve laundry (if not listed, not allowed)	PB
Studio for arts and handcrafts	PB
Indoor places solely for eating and drinking (no live entertainment)	PB
Outdoor seating for food establishments	PB

9.6.6 Parking and Loading Design Standards. Adequate off-street parking and loading shall be provided in all new projects in accordance with section 6.2.2 Table of Parking and Loading Requirements.

1. Parking and loading design shall promote pedestrian flow within the development, maximize the efficient use of existing and proposed parking facilities, and minimize the area of land to be paved for parking and loading.
2. To foster a pedestrian-friendly environment and to create safer traffic flow, parking spaces shall be located behind or beside buildings wherever possible. In any case, parking shall not be located directly between the building and the street.
3. The Planning Board may require arrangements for rideshare and electric vehicle parking, and recharging stations.

9.6.7 Building Design Standards. The following standards shall apply to new construction in the MBTAOD

1. Facades shall create a visually appealing environment. Building materials should be compatible with, but not necessarily mimic, the older character of architectural styles found in the adjacent area.
2. Buildings should be attractive, yet not dominate the streetscape or surrounding landscape.
3. Multiple levels of buildings shall be distinguishable on all exterior elevations, delineated by architectural elements, such as cornices, change in materials, coining or other brickwork, balconies or other features.
4. Opaque, tinted or frosted glass is discouraged on public-facing facades. Windows, doors or other glazing shall be transparent.

5. Buildings must have a main entrance facing the street. All retail establishments in a multi-business development shall have separate entrances to the street.
6. All facades longer than fifty feet should be divided into shorter visual segments by architectural elements such as patterns, materials, or a variation in building height or roof lines.
7. New buildings should create streetscape that provide public amenities such as landscaping, seating, and art, in addition to shade.
8. Buildings shall relate well to the pedestrian scale by incorporating architectural details that provide aesthetic interest at the ground level, not allowing continuous facades of blank or impenetrable walls.
9. Landscaping should be applied to buffer parking areas from the street, neighboring lots, walls, and fences.
10. Building facades shall have protrusions, recesses, and a blend of materials to produce an interesting and playful elevation as opposed to a flat surface.

9.6.8 Renovations or Conversions of Existing Buildings. When a project is proposed involving the renovations or conversion of an existing building in the MBTAOD, the Planning Board may authorize by Special Permit a deviation from any of the dimensional or design standards set forth in 9.6.7 subsections 6 and 7 above. No variance shall be required.

9.6.9 Decision Making Criteria. In addition to those criteria set forth in Section 10.6 governing Site Plan Approval and Section 10.5 governing Special Permits, the Planning Board shall consider the following criteria in order to approve a project:

1. Adequacy of the site in terms of the size of proposed use(s)
2. Impact on traffic flow, particularly during morning and evening rush periods.
3. Impact on traffic on side streets
4. Effect on pedestrian safety, including access to crosswalks and parking.
5. Impact to the visual character of the adjacent neighborhood.
6. Promotion of mixed uses along Union St. and Phillips Rd.

9.6.10 Special Permit Relief. By Special Permit, the Planning Board may deviate from any standard regarding parking, loading, signage, or landscaping, or the building design standards set forth in this Section in order to promote better project design, provided that such deviation does not result in a substantial detriment to the neighborhood or the Town of Holbrook.

Submitted by: Planning Board

Finance Committee to provide recommendations at Town Meeting

Funding Source: FY2023 Budget as presented

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MassMapper

3/10/22, 3:50:PM

Enter a location...

Length: 1,349 ft

ft ac

T-STOP

1718.055
300 m
1000 ft

42-14931-71-01960 LAT LON

HOLBROOK

Property Tax Parcels

- > Tiled Layers
- > Property Tax Parcels
- > Buildings
- > Conservation
- > Regulatory Areas
- > Municipal and Other
- > Boundaries
- > Water Related

MassMapper

<https://maps.massgis.digital.mass.gov/MassMapper/MassMapper-Holbrook.html>

1/1

Article 11: Zoning Bylaws Section 4.1.3

Will the Town vote to amend the Zoning Bylaws Section 4.0 Dimensional Regulations by adding the following Subsection 4.1.3 as written?

Add to Section 4.0 Dimensional Regulations as new section 4.1.3

ACCESSORY USE AND STRUCTURE SETBACKS:

1. Pools will maintain a side and rear lot line setback of 10 feet
2. Sheds up to 200 square feet will maintain a side and rear setback of 5 feet
3. Sheds or garages over 200 square feet and or have second story above will maintain a side and rear lot line set back of 10 feet

Submitted by: Planning Board

Finance Committee to provide recommendations at Town Meeting

Funding Source: N/A

Article 12: Zoning-Bylaws Section 4.1.2

Will the Town vote to amend the Zoning-Bylaws Section 4.1.2 Table of Dimensional Regulations by adding two columns titled Total Lot Coverage and Open Space as written or take any other action thereto?

Submitted by: Planning Board

Finance Committee to provide recommendations at Town Meeting

Funding Source: N/A

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Table 4.1.2 Table of Dimensional Regulations

Minimum Zoning Districts	Minimum Lot Sizes	Minimum Lot Area per Dwelling Unit	Maximum Continuous Lot Frontage ⁴	Minimum Yard Depth			Maximum Building Height ⁹		% of Lot Coverage by Building	Total Coverage	Open Space
				Front ⁵	Rear	Side	Stories	Feet			
Res I	60,000	30,000	200	35 ⁶	40	20	2 1/2	35	20%	50%	50%
Res II	40,000	20,000	150	30 ⁶	30	20	2 1/2	35	20%	50%	50%
Res III	20,000	15,000	125	25 ⁶	25	15	2 1/2	35	20%	40%	60%
Res IV	20,000	15,000 ²	125 ²	25 ^{6,2}	25 ²	20 ²	3	40	20%	40%	60%
Res V	30,000	20,000	125	30 ⁶	30	15	2 1/2	35	20%	50%	50%
Bus I	10,000 ¹	3	100	30	30 ⁷	20 ⁷		35	25%	60%	40%
Bus II	10,000 ¹	3	125	20	30 ⁷	40 ^{7,10}		35	25%	60%	40%
BV	20,000 ¹²		150 ¹¹	30 ^{11,13}	30 ^{8,11}	30 ^{10,14}		40	25%	80%	20%
BC	20,000		150 ¹¹	45 ¹¹	40 ^{8,11}	25 ^{8,11}		40	40% ¹¹	80%	20%
Industrial	20,000		150 ¹¹	45 ¹¹	40 ^{8,11}	25 ^{8,11}		40	40% ¹¹	80%	20%
Adult Ent	40,000	16	150 ¹¹	45 ¹¹	40 ^{8,11}	25 ^{8,11}		40	40% ¹¹	60%	40%

Submitted by: Planning Board

Finance Committee to provide recommendations at Town Meeting

Funding Source: N/A

Article 13: Zoning Bylaws Section 11.0

Will the Town vote to amend the Zoning-Bylaws Section 11.0 Definitions by adding the following new definitions as written?

Add to Section 11.0 DEFINITIONS:

LOT COVERAGE BY BUILDING:

Maximum % of lot coverage by the main building/structure

TOTAL LOT COVERAGE:

Maximum % of lot coverage by all structures and impervious surfaces (add column to table of dimensional requirements)

JUNK:

Any old, secondhand, previously used, discarded or scrapped metals, bottles, glassware, paper bags, rubber goods, plumbing, heating and electrical equipment, fixtures and appliances, building materials, whole motor vehicles which are unregistered or if registered, no longer fit for reconditioning for use in highway transportation, or motor or other vehicles which are wholly or partly dismantled or used parts or scraps

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therefrom or other old, secondhand, used, discarded scrapped material commonly called “junk salvage materials”

Will the Town vote to amend the Zoning-Bylaws Section 11.0 Definitions by deleting the existing definitions of Junkyard and Driveways in their entirety and adding the new definitions for Junkyard and Driveway as written?

Delete existing definition and add the following:

JUNKYARD:

The use of more than 100 square feet of area of any lot, whether inside or outside of a building, being used for the storage or keeping of junk.

DRIVEWAY:

An improved surface such as concrete, tar, crushed stone, or pavers which provides access and egress for vehicles to a parking area, garage, dwelling or other structure. Said driveway shall not be installed within the front yard layout of the residential dwelling unit. Driveways in Residential Areas may not be allowed to be wider than 24 feet.

Submitted by: Planning Board

Finance Committee to provide recommendations at Town Meeting

Funding Source: N/A

Article 14: Citizens Petition Town Warrant Selectmen Recall

To see if the town will vote at amend and adopt into the bylaws Session Law Act 2007 Chapter 141 An Act Relative to Recall Elections in The Town of Holbrook, selectmen recall procedures by striking the words as indicated below, and inserting the words shown in **bold**, or take any action therein,

SECTION 2. ~~Four~~ **TWO** hundred or more registered voters of the town may file an affidavit with the town clerk containing the name of the officer sought to be recalled and a statement of the grounds for recall. The town clerk shall provide to the voters printed form petition blanks addressed to the Select Board demanding the recall. The blanks shall be issued under the signature and official seal of the town clerk. They shall be dated and shall contain the names of all persons to whom they are issued, the name of the person whose recall is sought and the grounds of recall as stated in the affidavit. In addition, the petition shall demand the election of a successor to the office. A copy of the petition shall be entered in a record book to be kept in the office of the town clerk.

The recall petition shall be returned and filed in the office of the clerk within ~~18~~ **30 BUSINESS** days after the date upon which the clerk issued the petition and shall contain the signature of at least ~~20~~ **10** per cent of the total number of voters duly recorded on the registration list of the clerk as of the most-recent preceding town election.

The clerk shall, within 72 hours after the filing, submit the petition to the registrars of voters who shall, within 5 days, certify on it the number of signatures which are names of voters of the town.

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SECTION 8. A person who has been recalled from an office or who has resigned from an office while recall proceedings were pending shall not be appointed to any town office within ~~12~~**36** months after the recall or resignation.

Submitted by: Citizens Petition

Finance Committee to provide recommendations at Town Meeting

Funding Source: N/A

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NAME	ADDRESS	PRECINT #
1 CHRISTOPHER EDDINGTON	52 LINFIELD ST	1
2 TINA SCHAAR	52 Linfield St	1
3 Patricia Conway	1 Westdale Rd	1
4 Helen Flanders	610 S. FRANKLIN ST B301	3
5 Mary Fitzsimons	21 W Shore Rd	4
6 Mary Ann Burdick	12 Eu Rd	4
7 Charles Greedy	214 Weymouth St.	2
8 Amie Pierce	261 Union St	1
9 Kenneth Pierce	261 Union St.	1
10 Anna E. Ebroten	610 S Franklin St #203	3
11 Basiljahan C. Gagnos	24 Woodland Rd	4
12 Zola T. Elter	610 S Franklin St	3
13 Charles Gill	1 Westdale Rd	1
14 Meghan Mitchell	6 Sylvan Road	4
15 Patricia J. Brugger	73 Summit Rd	4
16 Jan Brugger	73 Summit Rd.	4
17 Michael Buzz	73 Summit rd	4
18 Maude B. Fyler	2 Cedar Beach Circle	
19 Christine Ellis	42 Westdale Rd	1
20 Russ	12 Norma Rd	

TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
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Article 15: Citizens Petition Plastic Bags

Amendment to Town By-laws -Plastic Bag Reduction. To see if the Town will vote to amend the Town Bylaws by the addition of a plastic bag reduction bylaw, as follows, or take any other action thereon.

PURPOSE AND INTENT: The production and use of disposable plastic checkout bags have significant impacts on the environment, including, but not limited to contributing to the potential death of marine animals through ingestion and entanglement; contributing to pollution of the land environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage systems; and requiring the use of millions of barrels of crude oil nationally for their manufacture. The purpose of this bylaw is to eliminate the usage of disposable plastic checkout bags by all retail and grocery stores in the Town of Holbrook, effective September 1, 2022.

DEFINITIONS

Checkout bag: A carryout bag provided at the check stand, cash register, point of sale, or other point of departure for transporting food or merchandise from the Establishment.

Checkout bags shall not include:

1. Bags whether plastic or not in which loose produce, or products are placed by the consumer to deliver such items to the point of sale or check out area of the retail establishment.
2. Laundry or dry cleaner bags
3. Bags used to contain phone books, magazines, or newspapers
4. Bags used to contain or wrap frozen goods, meats, or fish, whether prepackaged or not, to prevent leakage or contain moisture

Disposable plastic checkout bag: Any checkout bag made of plastic that does not meet the definition of "Reusable checkout bag," typically with plastic handles, and intended for transport of purchased products.

Recyclable paper checkout bag: Paper bags with or without handles that (1) are one hundred percent (100%) recyclable, (2) contain a minimum of forty percent (40%) postconsumer recycled paper content.

Reusable checkout bag: Sewn bags with stitched handles that (1) are specifically designed and manufactured for multiple reuses, (2) can comfortably carry 25 pounds over a distance of 300 feet, (3) can hold a minimum of 15 liters or quarts, (4) can be readily washed or disinfected by hand or machine, and (5) is made of thick cloth, fabric or other durable materials.

Grocery Store: A retail establishment where more than fifty percent (50%) of the gross floor area is devoted to the sale of food products for home preparation and consumption, which typically also offer home care and personal care products.

Retail Store: An establishment that offers the sale and display of merchandise within a building. Any retail establishment or non-profit that provides goods -including food and/or beverages -and/or services directly to consumers, with or without charge; sporadic, temporary, part-or full-time; commercial, religious, educational, foundation-related, or governmental; whether on private, public, religious, or school property. "Retail establishment" shall mean any business facility that sells goods directly to consumers including, but not limited to, grocery stores, pharmacies, liquor stores, "mini marts", restaurants or retail stores and vendors selling clothing.

USE REGULATIONS

Disposable plastic checkout bags shall not be distributed, used, or sold for checkout or other purposes at any retail or grocery store within the Town of Holbrook.

Nothing in this section should be read to preclude any establishment from utilizing recyclable paper bags at checkout or making reusable checkout bags available for sale to customers.

TOWN OF HOLBROOK
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Customers are encouraged to bring their own reusable shopping bags to stores. Retail or grocery stores are strongly encouraged to make reusable checkout bags available for sale to customers at a reasonable price.

ENFORCEMENT PROCESS

Enforcement of this bylaw shall be the responsibility of the Board of Health or his/her designee. The Board of Health shall determine the inspection process to be followed, incorporating the process into other town duties as appropriate. Any retail or grocery store distributing plastic grocery bags in violation of this bylaw shall be subject to penalty as follows:

First offense \$25.00

Second offense \$50.00

Third & each subsequent offense \$100.00

No more than one penalty shall be imposed upon a retail establishment within a seven-day calendar period.

NAME	ADDRESS	PRECINT #
1 CHRISTOPHER EDDINGTON	52 LINFIELD ST	1
2 TINA SCHAAR	52 Linfield St	1
3 Patricia Conway	1 Westdale Rd	1
4 Helen Flanders	610 S. Franklin B301	3
5 Mary Jo Sumner	21 W Shore Rd	4
6 Mary Anne Bradburn	13 Elm Rd Hollbrook	4
7 Charles Sreedly	214 Weymouth St.	2
8 Annie Rose Walker	261 Union St	1
9 Kenneth Pierce	261 union st.	1
10 Leona L. Mysteria	610 S. Franklin St E203	3
11 Barbara Rose C. Baynor	24 Woodland Rd.	4
12 Camp Ethe	610 S. Franklin St	3
13 Charles Gill	1 Westdale Rd	1
14 Maxine Mitchell	6 Sylvan Road	4
15 Thomas L. Bueger	73 Summit Rd	4
16 Tom Bueger	73 Summit Rd	4
17 Michael Bueger	73 Summit rd	4
18 Christine Ellis	42 Westdale Rd	1
19 XXXXXXXXXX	12 XXXXXXXXXX Holbrook	1
20		

TOWN OF HOLBROOK
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Submitted by: Citizens Petition

Finance Committee to provide recommendations at Town Meeting

Funding Source: N/A

Article 16: Citizens Petition Excessive Absenteeism

Amendment of bylaws to see if the Town will vote to amend the Town Bylaws by the addition of an excessive absences on Town Boards and Committees and Town Meeting members bylaw, as follows or take any other action there on.

*Section 1 : For all Appointed Seats on Town Boards and Committees, 4 (Four) Consecutive meetings **OR** 50% meetings in a 12 month period will result in said seat to be considered to be vacated. Within 14 business days, the Appointing Authority must advertise the vacated seat making a special effort to seek out roughly equal numbers of women and men, and makes appointments in accordance with Massachusetts Equal Rights Amendment which states that "Equality under the law shall not be abridged because of sex, race, color, creed or national origin".*

- *Recommendations from town organizations or individuals;*
- *Suggestions from committee with vacancy;*
- *Suggestions by prospective appointee;*
- *Research of skills available in town; and*
- *Individual responses to publicity regarding vacancies.*

The newly appointed member's term will expire at the end of the original term.

Section 2: For Town Meeting members, absence for 3 (three) consecutive or 50% of meetings missed in a 24 month period will result in said seat to be considered to be vacated. The vacated seat will remain vacant until the next precinct caucus or Annual Town Meeting.

Submitted by: Citizens Petition

Finance Committee to provide recommendations at Town Meeting

Funding Source: N/A

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	NAME (PRINT/SIGN)	ADDRESS	PRECINCT#
1	MARY FITZGERALD	21 WILSON RD	4
2	Mary Anne Bradbeck	Mary Anne Bradbeck 12 EU RD	4
3	Patricia Pagel	29 West Devon St	1
4	Bernadette Hill	Bernadette Hill 33 S. Shore Rd	4
5	Barbara Conroy ^{Conroy}	39 Woodland Rd.	4
6	Patricia Conway	1 Westdale Rd	1
7	Charles Gill	1 Westdale Rd	1
8	Stephanie Ironbridge	55 Pleasant St	1
9	CHRIS EDDINGTON	57 LINFIELD ST	1
10	Tim Schaar	57 LINFIELD ST	1
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TOWN OF HOLBROOK
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Article 17: Citizen's Petition – Move to Open Town Meeting Form of Government

Shall the following ballot question be placed on the next election of Town officers:

“Shall the Town of Holbrook adopt an Open Meeting form of government?” or take any action thereon.

TOWN CLERK
APR 6 PM 3:55 '22

Shall the Board of Selectmen petition the general court for an open town meeting form of government act, as provided by MGL, placing the following question on the local ballot for voter acceptance:

“Shall the town of Holbrook adopt an open town meeting form of government as provided by MGL and set the quorum for town meeting at 100?”

Signature	Address	Precinct
Cheryl Eddy	52 LINFIELD ST	1
Elinor H. Nelson	15 MAJOR RD	4
Patricia M. Shreeley	214 Weymouth St	2
Arnie Pierce Kenneth Pierce	261 Union St	1
Paul M. M...	261 Union St	1
Aaron A. Bowden	17 Hillview Ave	3
Michael Mitchell	6 Sylvan Road	4
Daniel Mitchell	6 Sylvan Rd	4
Nikton Barbosa	1 DEAN circle	1
Magdalena J. Murphy	20 Zenas Road	4
Barena Santoroli	31 Clover Rd.	4
Robert M...	160 Plymouth St	2
Debra Louie	11 Jewel Road	1
William H. Duggar	73 Summit Rd	4
Katrina Conway	1 Westdale	1
TINA SCHAAR	52 Linfield St.	1
Kerry Mackay	217 Pond St	2
Sara T. Mackay	217 Pond St	2

A true copy, attest: *Jessie Traversa*
Town clerk

Submitted by: Citizens Petition

Recommended by Finance Committee at Town Meeting

Funding Source: N/A

TOWN OF HOLBROOK
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Article 18: Citizens Petition Zoom/HCAM

Amendment to Town By-laws to include Zoom/HCAM to all town meetings. To see if the Town will vote to amend the Town Bylaws by the addition of a Zoom/HCAM bylaw, as follows, or take any other action thereon.

PURPOSE AND INTENT: The purpose of this bylaw is to make all town board and committee meetings accessible via Zoom/HCAM to the citizens in the Town of Holbrook, effective June 1, 2022. This bylaw would make all the town meetings available for all citizens including elderly and those with disabilities who cannot get to town hall, citizens that may have medical issues that may prevent them from being around others, citizens that cannot physically attend meetings due to childcare issues or employment schedules. This bylaw would also create an archival record of all town meetings.

DEFINITIONS

Zoom: Zoom is an online audio and web conferencing platform. People use it to make phone calls or to participate in video conference meetings.

HCAM: Holbrook Community Access and Media (HCAM), was established as a non profit corporation in 2008 to provide nonMcommercial government, public and educational community cable television services, public access to community cable television facilities and training to the residents & businesses in the Town of Holbrook.

Town Board and Committee meetings: To include Board of Assessors, Board of Health, Board of Registrars, Capital Improvements Planning Committee, Conservation Commission, Diversity and Inclusion Committee, Finance Committee, Holbrook Historical Commission, Housing Authority, Planning Board, Recreation Commission, Libraiyy Board of Trustees, Select Board, Town Forest Committee, Town Scholarship Committee, Zoning Board of Appeals and any other Boards or Committees not mentioned here or that my be created hereafter.

Submitted by: Citizens Petition

Recommended by Finance Committee at Town Meeting

Funding Source: N/A

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	NAME (PRINT/SIGN)	ADDRESS	PRECINCT#
1.	Patricia Pagel	29 West Division St	1
2.	MARY FITZSIMONS	175 Sumner St W Shore Rd	4
3.	Mary Anne Bradbeck	Mary Anne Bradbeck 12 Elm Rd	4
4.	Bernadette Hill	Bernadette Hill 33 So. Shore Rd	4
5.	Barbara Ann Gaylor	24 Woodland Rd. Holbrook	4
6.	Patricia Conway	1 Westdale Rd Holbrook	1
7.	Charles Gill	1 Westdale Rd Holbrook	1
8.	Stephanie Trowbridge	55 Pleasant St Holbrook	1
9.	CHRISTEMINGTON	52 LINFIELD ST	1
10.	Tina Schuur	52 LINFIELD ST	1
11.			
12.			
13.			
14.			
15.			

Article 19: Rodent Monitoring and Potential Mitigation Efforts

Will the Town vote to raise and appropriate, transfer from available funds, and/or otherwise provide a sum of (XXXX) for the purpose of rodent monitoring and potential mitigation in the Town of Holbrook or take any other action thereon.

Submitted by: Board of Health

Recommended by: Finance Committee recommendation to be presented at Town Meeting

Funding Source: Non-Identified

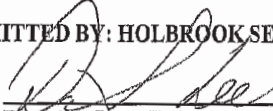
TOWN OF HOLBROOK
ANNUAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

And you are hereby directed to serve this warrant by posting attested copies thereof at three (3) public places in said Town, at least seven (7) days prior to the day of the actual meeting.

Hereof fail not, and have you there this warrant with your doings thereto?

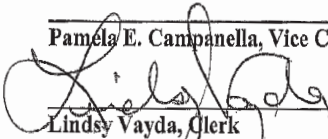
Given under our hands this 27th day of April in the year 2022.

SUBMITTED BY: HOLBROOK SELECT BOARD



Daniel R. Lee, Chair

Pamela E. Campanella, Vice Chair



Lindsay Vayda, Clerk



David Reilly, Select Board Member

William Watkins, Select Board Member

Pursuant to the foregoing warrant, I the undersigned, one of the Constables of the Town of Holbrook, have notified and warned the inhabitants of the Town qualified to vote in Town affairs, to meet at the time and place for the purpose of aforesaid by posting attested copies thereof at three public places in said Town seven days at least before the day of said meeting.

Ralph J. Colarusso
Constable

RETURN OF SERVICE

This is to certify that I have this 2nd day of ^{May} ~~April~~ 2022, posted this warrant in each of the three public places in the Town of Holbrook

ATTEST:
CONSTABLE



COMMONWEALTH OF MASSACHUSETTS
TOWN OF HOLBROOK
WARRANT FOR THE MAY 2022 SPECIAL TOWN MEETING

NORFOLK, SS.

GREETING

To any Constable of the Town of Holbrook, in said County:

You are hereby directed and required to notify and warn the inhabitants of the Town of Holbrook, qualified to vote in town affairs to meet in Holbrook Middle-High School Gymnasium, 245 South Franklin Street, Holbrook on:

Wednesday, May 18, 2022

at 8:15 p.m. in the evening, then and there to act on the articles contained within:

SPECIAL TOWN MEETING				
18-May-22				
LIST OF ARTICLES				
Art. #	Department	Subject	Amount	Funding Source
1	Town Accountant	PEG Access Deficit	\$ 6,217.00	Certified Free Cash
2	Town Accountant	Snow & Ice Deficit	\$ 79,413.34	Certified Free Cash
3	Town Accountant	Unpaid Bills of a Prior Year (Division of Unemployment)	\$ 104,310.17	Certified Free Cash
4	Town Accountant	Unpaid Bills of a Prior Year (Group Insurance Commission)	\$ 398,612.41	Certified Free Cash
5	Fire/EMT	Ambulance Lease Payment and Radio Replacement Program (Phase I)	\$ 78,905.00	RRFA Ambulance
6	DPW – Highway	Center Street Bridge Engineering Design	\$ 125,000.00	Sale of Real Estate
7	DPW – Water	Water Engineering Services	\$ 54,500.00	Water Retained Earnings
8	DPW/Library	Library Roof and HVAC	\$ 225,000.00	Certified Free Cash and Article 4 of STM 2019
9	DPW/Town Hall	Town Hall Generator	\$ 75,000.00	Sale of Real Estate
10	School Department	School Department Technology	\$ 50,000.00	Sale of Real Estate
11	COA	COA Van - Additional Funding Request	\$ 30,000.00	Sale of Real Estate
12	DPW – Highway	DPW Road Repair / Replacement Program (Phase I)	\$ 609,442.69	Certified Free Cash
13	DPW – Highway	DPW Replacement Equipment	\$ 1,157,160.00	Sale of Real Estate \$574,503 & Certified Free Cash \$582,657.10
14	DPW – Sewer	DPW Sewer Infiltration/Inflow Control Plan	\$ 442,211.00	Borrowing
15	DPW	Feasibility Study Kennedy School	\$ 30,000.00	Sale of Real Estate
16	DPW – Water	Holbrook Water Transfer Joint Water	\$ 400,000.00	Holbrook Water Retained Earnings

TOWN OF HOLBROOK
SPECIAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

Article 1: PEG Access Deficit

Will the Town will vote to transfer from the Certified Free Cash the amount of Six Thousand Two Hundred Seventeen Dollars and no cents (**\$6,217.00**) to fund the PEG Access Enterprise Fund Deficit of Fiscal Year 2021, or take any other action thereto?

Submitted By: Town Accountant
Approval Recommended by: Finance Committee 8-0-1
Funding Source: Certified Free Cash

Emergency: To meet DOR requirements in regards to deficits.

Article 2: Snow & Ice Deficit

Will the Town vote to transfer from the Certified Free Cash the amount of Seventy-Nine Thousand Four Hundred Thirteen Dollars and Thirty-Four Cents to fund the Snow & Ice Deficit of FY2021 (**\$79,413.34**), or take any other action relative thereto?

Submitted By: Town Accountant
Approval Recommended by: Finance Committee 8-0-1
Funding Source: Certified Free Cash

Emergency: To meet DOR requirements in regards to deficits.

Article 3: Unpaid Bills of a Prior Year (Division of Unemployment)

Will the Town vote to transfer from the Certified Free Cash the amount of One-Hundred Four-Thousand Three Hundred Ten Dollars and Seventeen Cents (**\$104,310.17**) to fund prior year unemployment bills outstanding, or take any other action there to?

Submitted By: Town Accountant
Approval Recommended by: Finance Committee 8-0-1
Funding Source: Certified Free Cash

Emergency: To pay the balance of outstanding unemployment invoices from prior years.

Article 4: Unpaid Bills of a Prior Year (Group Insurance Commission)

Will the Town will vote to transfer from the Certified Free Cash the amount of Three Hundred Ninety-Eight Thousand Dollars and Forty-One Cents (**\$398,612.41**) to fund prior year Group Issuance Commission outstanding invoice, or take any other action there to?

Submitted By: Town Accountant
Approval Recommended by: Finance Committee 8-0-1
Funding Source: Certified Free Cash

Emergency: To pay the Group Insurance Commission (GIC) Invoice dated February 4, 2021 that was not previously paid.

TOWN OF HOLBROOK
SPECIAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

Article 5: Ambulance Lease Payment and Radio Replacement Program (Phase I)

Will the Town vote to transfer the Receipts Reserved for Appropriation Ambulance Account the amount of Seventy-Eight Thousand Nine Hundred and Five Dollars and no cents (**\$78,905.00**) to fund the Final Ambulance Lease Payment of Fifty-Eight Thousand Nine Hundred Five dollars and no cent (**\$58,905**) and Phase I of the Radio Replacement Program, Twenty Thousand Dollars and no cents (**\$20,000**) or take any other action thereto?

Submitted By: Capital Planning Committee / Fire - EMT
Approval Recommended by: Finance Committee 8-0-1
Funding Source: RRFA Ambulance

Emergency: The Capital Plan was delayed from the usual Fall Town Meeting to the Special within the Annual Town Meeting due to the late Certification of Free Cash and Retained Earnings.

Article 6: Center Street Bridge Engineering Design

Will the Town vote to transfer One Hundred Twenty-Five Thousand Dollars and no cents (**\$125,000**) from Sale of Real Estate to fund the preliminary engineering design and permitting necessary begin repairs to the Center Street Bridge, or take any other action thereto?

Submitted By: Capital Planning Committee / DPW – Highway Division
Approval Recommended by: Finance Committee 8-0-1
Funding Source: Sale of Real Estate

Emergency: The Center Street Bridge was inspected and is found to need major repairs or replacement.

Article 7: Water Engineering Services

Will the Town vote to transfer Fifty-Four Thousand Five Hundred Dollars and no cents (**\$54,500**) from Water Retained Earnings to fund engineering design services necessary to plan for the replacement of the Water Storage Tank on Sycamore Street that was erected in 1887, or take any other action thereto?

Submitted By: Capital Planning Committee / DPW – Water Division
Approval Recommended by: Finance Committee 8-0-1
Funding Source: Water Retained Earnings

Emergency: The Water Tower was constructed in 1887 on Sycamore Street and has had various repairs throughout the years. It is at the point where the tower needs replacement.

Article 8: Library Roof & HVAC

Will the Town vote to transfer the amount of Sixty-Eight Thousand Six Hundred Ninety-Two Dollars and Six Cents (**\$68,692.06**) appropriated by the Special Town Meeting of May 2019 under Article#4 and One Hundred Fifty-Six Thousand Three Hundred and Seven Dollars and Ninety-Four Cents (**\$ 156,307.94**) from Certified Free Cash to fund the Library Roof Repairs and HVAC for a total appropriation of Two Hundred Twenty-Five Thousand Dollars and no cents (**\$225,000**), or take any other action thereto?

Submitted By: Capital Planning Committee / DPW / Library
Approval Recommended by: Finance Committee 7-1-1
Funding Source: Article#4 STM FY2019 and Certified Free Cash

TOWN OF HOLBROOK
SPECIAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

Emergency: The Library roof is in ill repair and needs to be replaced, additionally the HVAC system needs repair and or replacement. The Finance Committee approved a Reserve Fund Transfer in early April to replace the boiler however these additional repairs are needed as soon as possible.

Article 9: Town Hall Generator

Will the Town vote to transfer the amount of Seventy-Five Thousand Dollars and no cents (**\$75,000.00**) from Sale of Real Estate to fund the replacement of the Town Hall Generator, or take any other action thereto?

Submitted By: Capital Planning Committee / DPW – Town Hall
Approval Recommended by: Finance Committee 8-0-1
Funding Source: Sale of Real Estate

Emergency: The generator at Town Hall is non-operational. A lack of a generator during power outages disrupts level of services that can be provided to the public.

Article 10: School Department Technology

Will the vote to transfer the amount of Fifty-Thousand Dollars and no cents (**\$50,000.00**) from the Sale of Real Estate to fund the School Technology upgrades and equipment replacement as necessary, or take any other action thereto?

Submitted By: Capital Planning Committee / School Department
Approval Recommended by: Finance Committee 8-0-1
Funding Source: Sale of Real Estate

Emergency: The classroom projectors are six years old and currently need of replacement. In the last three months, six of these projectors have failed.

Article 11: COA Van - Additional Funding Request

Will the Town vote will vote to transfer the amount of Thirty Thousand Dollars and no cents (**\$30,000.00**) from the Sale of Real Estate to add to capital projects line #30-541-3019-5870 to fund the purchase of a COA handicap assessible minivan, or take any other action thereto?

Submitted By: Capital Planning Committee / COA
Approval Recommended by: Finance Committee at Special Town Meeting
Funding Source: Sale of Real Estate Cash

Emergency: The Capital Plan was delayed from the usual Fall Town Meeting to the Special within the Annual Town Meeting due to the late Certification of Free Cash and Retained Earnings.

Article 12: DPW Road Repair / Replacement Program Phase I

Will the Town vote will vote to transfer the amount of Six Hundred Nine Thousand Four Hundred Forty-Two Dollars and Sixty-Nine Cents (**\$609,442.69**) from the Certified Free Cash to fund road repairs and replacements Phase I of a IV Phase project, or take any other action thereto?

Submitted By: Capital Planning Committee / DPW
Approval Recommended by: Finance Committee 8-0-1
Funding Source: Certified Free Cash

Emergency: The Capital Plan was delayed from the usual Fall Town Meeting to the Special within the Annual Town Meeting due to the late Certification of Free Cash and Retained Earnings. This is Phase I of a \$1,890,978.48 IV Phase Road Improvement Plan.

TOWN OF HOLBROOK
SPECIAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

Article 13: DPW Replacement Equipment

Will the Town vote to transfer the amount of Five Hundred Seventy-Four Thousand Five Hundred Three Dollars and No cents (**\$574,503**) from Sale of Real Estate and Five Hundred Eighty-Two Thousand Six Hundred Sixty-Seven Dollars and Ten Cents (**\$582,657.10**) from Certified Free Cash to fund the DPW Capital Equipment needs as listed below, or take any other action thereto?

DPW Replace Unit 6 2009 Peter Built	\$ 221,193.00
DPW Replace Unit 11 2006 F350	\$ 51,930.00
Replacement of Unit 26 - 2006 Sander	\$ 69,752.80
Replacement of Unit 27 - 2001 International Sande	\$ 69,752.80
Replacement of Elgin Street Sweeper	\$ 259,675.00
Replacement of Unit 22 - CAT 430 Backhoe	\$ 125,000.00
Replacement Unit - Skid Steer	\$ 40,000.00
Replacement Unit -1989 Bandit Brush Chipper	\$ 58,476.50
Replacement Unit - 1988 John Deere Mower 430	\$ 13,000.00
Replacement Unit - 2000 John Deere Mower 935	\$ 13,500.00
Replacement of 1997 Trackless Sidewalk Tractor	\$ 194,750.00
Replacement Unit - ABI Field Grooming Machine	\$ 27,130.00
New Leaf Vactor	\$ 13,000.00
Total	\$ 1,157,160.10

Submitted By: Capital Planning Committee / DPW

Approval Recommended by: Finance Committee 7-1-1

Funding Source: Sale of Real Estate and Certified Free Cash

Emergency: The Capital Plan was delayed from the usual Fall Town Meeting to the Special within the Annual Town Meeting due to the late Certification of Free Cash and Retained Earnings.

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TOWN OF HOLBROOK
SPECIAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

Article 14: DPW Sewer Infiltration/Inflow Control Plan

Will the Town vote to appropriate by borrowing Four Hundred Forty-Two Thousand Two Hundred and Twenty-Two Dollars (\$442,221) to pay costs associated with the mandated Infiltration/Inflow Control Plan for the Sewer Department and further that such borrowing will be repaid, in the first instance, utilizing user fees, or to take any other action relative thereto?

Submitted by: DPW – Sewer Department
Approval Recommended by: Finance Committee 8-0-1
Funding Source: Borrowing

Emergency: The Town has not been following the required MWRA and DEP submittal process by providing the Town of Holbrook Infiltration/Inflow Control Program to the required oversight agencies.

MOTION: I move that the Town appropriate Four Hundred Forty Two Thousand Two Hundred Twenty Two Dollars (\$442,221) to pay costs associated with the mandated Infiltration /Inflow Control Plan for the Sewer Department and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or any other enabling authority, and to issue bonds or notes of the Town therefor. Any borrowing pursuant to this vote, while a general obligation of the Town in accordance with the General Laws, shall be paid, in the first instance, from user fees.

Article 15: Feasibility Study Kennedy School

Will the Town vote to transfer from Sale of Real Estate Thirty Thousand Dollars and no cents (\$30,000.00) to fund a feasibility study to repurpose the Kennedy School, or take any other action there to?

Submitted by: DPW
Recommended by: Finance Committee 8-0-1
Funding Source: Sale of Real Estate

Emergency: The purpose of this study is to examine whether the former Kennedy School location will meet requirements to house a new DPW or any other municipal need.

Article 16: Holbrook Water Transfer Joint Water

Will the Town vote to transfer from Water Retained Earnings Four Hundred Thousand Dollars and No cents (\$400,000) to fund Holbrook's portion of expenses for the Joint Water or take any other action there to?

Submitted by: DPW - Water
Approval Recommended by: Finance Committee 8-0-1
Funding Source: Holbrook Water Retained Earnings

Emergency: The purpose of this transfer is to fund the Town of Holbrook portion of the shared expenses for the Joint Water.


TOWN OF HOLBROOK
SPECIAL TOWN MEETING WARRANT
Wednesday, May 18, 2022

And you are hereby directed to serve this warrant by posting attested copies thereof at three (3) public places in said Town, at least seven (7) days prior to the day of the actual meeting.

Hereof fail not, and have you there this warrant with your doings thereto?

Given under our hands this 27th day of April in the year 2022.


SUBMITTED BY, HOLBROOK SELECT BOARD



Daniel R. Lee, Chair



Pamela E. Campanella, Vice Chair



Lindsay Vayda, Clerk



David Reilly, Select Board Member

William Watkins, Select Board Member

Pursuant to the foregoing warrant, I the undersigned, one of the Constables of the Town of Holbrook, have notified and warned the inhabitants of the Town qualified to vote in Town affairs, to meet at the time and place for the purpose of aforesaid by posting attested copies thereof at three public places in said Town seven days at least before the day of said meeting.

Ralph J. Colarusso
Constable

RETURN OF SERVICE

This is to certify that I have this 2nd day of ^{May} April 2022, posted this warrant in each of the three public places in the Town of Holbrook

ATTEST:
CONSTABLE 

Town of Holbrook
50 North Franklin Street
Holbrook, MA 02343

Town Meeting will be held on
Wednesday, May 18, 2022
Beginning at 7:15 p.m. in the
Holbrook Middle High School Gymnasium
(enter through Doors 12 and 16)