

**TOWN OF HOLLISTON
D.P.W. STUDY COMMITTEE**

March 11, 2010
3:30 P.M.

Medway Town Hall

Present: Charlie Roberts, Chairman, Kevin Conley, Vice Chairman; and Carl Damigella. Dennis Ferrera and Tom Dumas were absent.

BOARD BUSINESS

MR. DAMIGELLA MOVED TO APPROVE THE MEETING MINUTES OF FEBRUARY 25, 2010, AS WRITTEN. THE MOTION WAS SECONDED BY MR. CONLEY. THREE IN FAVOR. MR. FERRERA AND MR. DUMAS WERE ABSENT.

Mr. Roberts welcomed Suzanne Kennedy Town Administrator of Medway.

Suzanne Kennedy, Town Manager, said that the merge between the Highway Department and Water Department was a vote at Town Meeting. Mr. Conley said that the private contractor that has been doing the digging for the Water Department will not be doing it any more, the Highway Department will take over if this merge goes through. Mr. Damigella said that if you can eliminate positions with early retirement, it would make things go easier. Mr. Damigella said that when the Highway Superintendent went before the Selectmen with his budget, in order to meet his guideline, he was going to have to lay off an employee. He said that it was coincidental that the Water Department was looking to replace an employee at the time, and a member of the Highway Department applied for this position. Mr. Damigella said that when it came down to the three finalists, one of them withdrew because he got a job someplace else, and the other was a relative too the Forman of the Water Department. The Ethics Commission suggested that they stay away from that. So, the Highway Department employee was hired. Mr. Damigella said that it was a lateral move. Ms. Kennedy asked if Holliston ever thought of establishing an enterprise account. Mr. Damigella said that the Water Department has thought of it, but they lack the ambition to implement it. Ms. Kennedy said that if someone only uses 2,000 gallons of water, they do not want to pay the same rate as a household that uses much more. Mr. Roberts asked about the use of the backhoe services. Mr. Damigella said that they could mutually pay for a new backhoe. Mr. Damigella said that in the past, when the Water Department and the Highway Department needed a compressor, they purchased it jointly. It is currently stored at the Water Department, because there is no room at the Highway garage. Mr. Damigella said that the Water Department would only go from the main to the street gate if there was a problem. From the street gate to the house is the property owners' responsibility. Mr. Damigella asked Ms. Kennedy, if a Water Department Employee were to plow snow, do they have a different time clock to keep track of their time? She said no, not now. She said a Water Department employee, Highway Department employee or a Sewer Employee all goes to the Finance Department. She did say that it will take time to build up history for the budget purpose. Mr. Damigella said that the administrator for Mr. Holder takes

the responsibility of putting the funds into the correct accounts. Mr. Damigella said it is a bookkeeping issue. Ms. Kennedy said yes. Mr. Conley said that they do not anticipate a change in boards. He said that the Water Commissioners will set the rates. Ms. Kennedy said that the Medway Water Board and the Selectmen now are in limbo. She did say that both boards are a second set of eyes. Mr. Conley said that they want to put the Parks with this, but not the Recreation Department. Mr. Damigella said that the Solid Waste and recycling is run out of the Selectmen's Office, not the Board of Health. He also said that the mercury recovery exchange is out of the Selectmen's Office as well. Mr. Conley said that even a Town Engineer could be part of it. Mr. Damigella said that in Medway, they are thinking of hiring an Engineer. Maybe they do not need him full time just part time. He may be able to share a job in another community. Ms. Kennedy said that would be good. Mr. Damigella said that we do that now with the Conservation Agent. He also said that we do the same with Ashland for Animal Control. Ms. Kennedy said that they share their Animal Control service with Millis. Mr. Conley asked if Mr. Holder would have time to apply for grants. Ms. Kennedy said no. She said that she has hired a grant writer. Ms. Kennedy said that she is always looking for grant applications, and if it is something that interest's her, she will call the grant writer. Mr. Damigella said that Holliston's Fire Chief does a lot of grant writing. Mr. Damigella said that Chief Cassidy is already looking for grant money from the last storm. Mr. Damigella suggested that Holliston hire a Public Safety Officer, he said that the Police Chief is retiring. He said it would include the Police, Fire, Highway and Water and have one overseer. It would be overwhelming for one person. He said that that one person could be the Administrator. Mr. Damigella said that if Chief Cassidy were to be the Safety Officer for Police and Fire it would help. He said that Mendon and Lynnfield have a Fire Chief as the Safety Officer and it does work well. Ms. Kennedy said that when Holliston is ready to go to Town Meeting with this, please call her, and she would be more than happy to help. Mr. Damigella asked if Ms. Kennedy could give a presentation to the Selectmen and the Water Commissioners. She said she and Tom Holder would be willing to help. Mr. Damigella will be in touch with Norfolk and Mr. Roberts will be in touch with the Town of Wayland and see how the Departments are working because they have just recently merged.

Mr. Damigella thanked Ms. Kennedy for her time.

AT 4:15 P.M., MR. DAMIGELLA MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. ROBERTS. THREE IN FAVOR. MR. FERRERA AND MR. DUMAS WERE ABSENT.

Donna A. Muzzy

Approved_____