

## HOLLISTON BOARD OF SELECTMEN

February 8, 2017  
7:00 p.m.

Selectmen's Meeting Room – 105  
Town Hall

Present: Jay Leary, Chairman; Kevin Conley, Vice Chairman; Jay Marsden, Clerk, and Jeff Ritter, Town Administrator.

**AT 7:00 P.M., MR. CONLEY MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS LEASE OF TOWN PROPERTY. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR. MR. LEARY SAID THAT EXECUTIVE SESSION WOULD LAST ABOUT 30 MINUTES. A ROLL CALL VOTE WAS TAKEN.**

	AYE	NAY
MR. LEARY	X	
MR. CONLEY	X	
MR. MARSDEN	X	

**AT 7:31 P.M., THE BOARD EMERGED FROM EXECUTIVE SESSION AND MOVED TO OPEN SESSION.**

### **MR. MARSDEN MOVED TO APPROVE THE FOLLOWING WARRANT**

17-32	GENERAL WARRANT	\$ 562,738.54
	HEALTH INSURANCE TRUST (700)	\$ 482,579.60
	AGENCY (890) VETERANS DISTRICT	\$ 399.86
	EXPENDABLE TRUST (710) CONSERVATION	\$ 700.00
	AGENCY (890) VETERANS DISTRICT PAYROLL	\$ 1,402.64
	TOWN PAYROLL	\$ 115,544.17
	TOTAL PAID WARRANT	\$1,161,962.17

### **ACCOUNTANT'S NOTE:**

ACCRUED DEDUCTION LIABILITIES NOT PAID	\$ 31,807.39
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### **TREASURER' NOTE:**

WIRE TO HEALTH INSURANCE TRUST	\$ 20,344.00
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**THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

### **COMMENTS FROM THE BOARD**

Mr. Marsden said that we are going to have a snow storm. Please try and keep your trash barrels off the street so that the plows can do their work.

Mr. Conley said that the Souper Bowl was a success.

Mr. Leary said please do not park in the street. He said that the streets need to be plowed and if your car is in the way, it will be towed.

Mr. Leary said that next week there will be a hearing on the 100% phase of the downtown light design.

Mr. Leary said that the design will be on the Town's website.

Mr. Ritter said that Republic Services is going to delay the trash pickup for one day because of tomorrow's storm.

There were no comments from the audience

**REPORT OF THE TOWN ADMINISTRATOR**

Jeff Ritter, Town Administrator, said the Governor is thinking about closing the State Offices because of this storm. Mr. Ritter said that Town Hall, 1750 Washington Street, Library and the Senior Center will all be closed tomorrow.

Mr. Ritter said that the bids for the basketball courts at Patoma Park are due February 15, 2017. He said that this is a \$150,000 project. He said that we are on target for the Flagg demolition. He said that the bid documents will be going out the end of March.

Mr. Ritter said that the Green Communities Police Station improvements is almost completed. He said that they should be completed by Friday of this week.

Mr. Ritter said that he and Mr. Conley will be interviewed by HCAT TV next week on February 13, 2017.

Mr. Ritter said that they have received 27 applications for the Police Chief's position.

Mr. Ritter said that Fire Chief Michael Cassidy applied for a Safer Grant and it was awarded to him in the amount of \$3,851. He said that this will be used for fire education.

Mr. Ritter said that Chief Cassidy also applied for a second grant and it was awarded to him in the amount of \$2,596. He said that this will be used for senior fire awareness.

Mr. Ritter said that as of today we have eleven applications for the Senior Center Directors position.

Mr. Ritter said that we also received a resignation for Labor Council, John Carey.

Mr. Ritter said that he is in the process of looking for new Labor Council, and they will be interviewed by the Board of Selectmen.

Mr. Marsden said that he will reach out to fellow Lawyers for a recommendation.

Mr. Ritter said that there will not be a meeting on February 22, 2017, this is school vacation week.

Mr. Marsden said that he would like the night off, Mr. Conley said that he would like the night off, Mr. Leary said that he would be away.

**CLASS II CAR DEALER LICENSE – NICK'S ENTERPRISES, INC. D/B/A NICK'S CENTRAL GARAGE**

Nick Prizio was present. Mr. Prizio said that he would like to expand his business to sell used cars. He said that he would like to have four cars at a time to sell.

Mr. Leary asked Mr. Prizio if has spoken with the Zoning Board of Appeals?

Mr. Prizio said yes he has been to the Zoning Meeting.

**MR. CONLEY MOVED TO APPROVE A CLASS II DEALER LICENSE TO NICK'S ENTERPRISE INC, D/B/A NICK'S CENTRAL GARAGE. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.**

**7:45 P.M. WATER RATE HEARING****MR. MARSDEN READ THE WATER RATE HEARING NOTICE TO OPEN THE HEARING.**

Sean Reese, DPW Director, was present. He said that in FY 18, they are not recommending any rate changes.

Mr. Reese said that in the Enterprise Fund there is one million three hundred thousand dollars in this account. He said in the meter fee account there is \$84,321. He said in connection charges there is 26,240.

He said that there is \$807,000 in the infrastructure account. He said that all accounts have been up to date since February 3, 2017.

Mr. Reese said that the Town participated in a State wide survey. He said that the State Auditor requested information from the Town on the condition of our infrastructure.

He said that there is no need to increase any fees at this time.

Mr. Reese said that they have been able to replace water mains on Pinecrest Road, Oakridge Road and Birchwood Drive. He said that in April all the water mains will be replaced on Shaw Farm Road area. He said that Cedar Street and Mudville will be next.

Mr. Leary asked how many miles of water mains are there in Town? Mr. Reese said about 100 miles.

He said that they would like to replace one mile per year. He said that it is not enough, but that is all that we can do at this time. Mr. Reese said that it costs a little over one million dollars per mile to have the water mains replaced. Mr. Reese said that the Town had 38 water main breaks in FY 17.

Mr. Leary said that he will look into borrowing ten million dollars and see what the bond payment would be.

Howard Sabasowitz, 91 Dunster Road, said that the infrastructure fee should go on the property taxes.

He said that way residents can take it as a tax deduction. He said that the residents would get a tax break. He said that each resident is paying \$300, per year for the infrastructure fee.

Mr. Reese said that they have talked about it and that it could be an option.

Mr. Marsden said that Mary Bousquet, Treasurer/Collector, and Sharon Emerick, Accountant, should be present if they are talking about this.

Mr. Reese said that it is not a tax but a fee.

Tracey Jabs, 375 Concord Street, said that this cost is really a capital cost. She said that it makes sense to roll it into the tax base.

Mr. Reese said that a request like that may have to go to Town Meeting. He said that if it did not pass at Town Meeting, then we will not have anything. He said that was one of his concerns.

Mr. Reese said that we are going to start a rebate program. He said that this program is a \$100 rebate for a new energy effect toilet and \$200 rebate on an energy effect washer machine. He said that the rebate will be deducted from the water bill.

Mr. Reese said that he has been working with Chris Meo in this.

Mr. Reese said that all paperwork must say energy effect. He said the toilet is 1.8 gallon flush and the washer machine must say energy effect.

Mr. Leary said that you must file for your rebate within 90 days after installation.

Mr. Conley suggested a pre-approved list.

Mr. Leary asked about new construction.

Mr. Reese said that this program does not qualify on new construction, only replacement.

Mr. Reese suggested that if anyone wanted to apply for a rebate, please call the Water Department to make sure that the program is still going on.

Mr. Reese said that this program will be starting March 1, 2017.

Bryan White, 62 Ruth Ellen Road, asked if the water rate was going up?

Mr. Reese said no the water rates are not going up.

Mr. White said that he is paying more for fees that he is forwater.

Mr. Reese said that the fees help support the Water Department infrastructure.

Mr. White asked is the infrastructure fee only paying for the replacement of water mains?

Mr. Reese said that there are many different parts of the Water Department. Mr. Reese said that the Water Department is like a little business. He said that there is an Enterprise account that they can request Capital through. He said that there is the treatment side.

Mr. White asked if we treat our own water?

Mr. Reese said yes we do.

Mr. White said that Mass Save offers rebates on items, he said that he hopes people are not double dipping.

Mr. Leary said that water conservation should be pushed.

Lorraine Smith, 48 Birch Road, said that she is a senior and that she goes to the senior center and there is a lot of talk about this \$300 per year for the infrastructure fee. She said that the seniors are paying for this and may not see the results.

**MR. MARSDEN SUGGESTED THAT WE NOT CLOSE THE WATER RATE HEARING TONIGHT, GIVE RESIDENTS A WEEK TO GET BACK TO THE SELECTMEN WITH ANY SUGGESTIONS. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

#### **BOARD BUSINESS – DPW BUDGET**

Sean Reese, DPW Director, was present to talk about the FY 18 budget.

Mr. Reese said that the DPW budget came in under guideline. He said that each staff member will receive a 1% increase. He said that no services were cut in order to make guideline. Mr. Reese said that in the personal services line there is an increase. He said that covers Workers Comp, Medicare, OPEB, health insurance and disability insurance. Mr. Reese said that the Water Department was able to benefit from the debt Service.

Mr. Reese said that he can't control the overtime. He said that they always go over the budget on it.

Mr. Reese said that police details go along with overtime. He said that they have to have an officer to keep everyone safe.

**MR. MARSDEN MOVED TO APPROVE THE FY 18 WATER DEPARTMENT BUDGET IN THE AMOUNT OF \$2,270,748. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

Mr. Reese was present to talk about the FY 18 Highway Department budget.

Mr. Reese said that the Highway Department budget came in at guideline.

**MR. LEARY MOVED TO APPROVE THE FY 18 HIGHWAY DEPARTMENT BUDGET IN THE AMOUNT OF \$1,319,246. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.**

Mr. Reese talked about Capital requests. He said on the Highway Department side they are looking for a message Board in the amount of \$16,950. He said that he is sure that other departments will want to use it, but this is a DPW request. He said that he is looking for one for the Water Department as well. So there will be two in total. Mr. Reese said that last year they had to rent one to message about the water ban. He said that they will be solar powered and you can set it remotely.

Mr. Reese said that on the Highway Department side they are looking to replace a 1984 compressor. He said it will be in the amount of \$20,400. Mr. Reese said that on the Highway Department side they are looking to replace a 1998 frontend loader. He said that it will cost \$147,000.

Mr. Leary said that is with the trade in of \$35,000 for the old one.

Mr. Reese said that the order he would like is the front end loader first, the compressor and then the message board.

Mr. Conley asked what is wrong with the front end loader? Mr. Reese said that it is getting tired. He said that when the wiring harness goes down it costs about \$4,000 to fix it.

Mr. Reese said that it is used all the time, it moves snow and is used in the road.

Mr. Reese spoke about Storm Water Management. He said that this is a co-sponsored article with the Planning Board.

Mr. Reese said that this is an unfunded mandate by the EPA. He said that they need assistance from an engineering firm that specializes in Storm Water Management. He said that they will help us with filing with the EPA and testing. Mr. Reese said that the quote is for \$43,000. He said that will cover us for three to four years. He said that they are looking into other engineering services. Mr. Reese said that Holliston has over 300 outfalls in town. He said that each one needs to be tested.

Mr. Reese said that this is mandated by law. We have to do the testing. He said that if we do not do the testing we will be fined. Mr. Reese said that they even monitor all the street sweepings. They have to report it to the EPA.

**MR. MARSDEN MOVED TO APPROVE THE REQUEST FROM THE DPW DIRECTOR AS LONG AS THIS IS APPROVED BY THE FINANCE COMMITTEE. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

Mr. Reese said that he would like to change some of the language in the General By-laws regarding the water ban. He said that they can write a ticket for residents who do not follow the rules.

**MR. MARSDEN MOVED TO APPROVE THE CHANGES FROM WATER COMMISSIONERS TO DPW DIRECTOR IN THE BY-LAW. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

Mr. Leary said that this has to go to Town Meeting in May.

#### **FIRE, AMBULANCE AND EMERGENCY MANAGEMENT BUDGETS FY 18**

Chief Michael Cassidy was present. Mr. Leary suggested that we start with the Emergency Management budget. Chief Cassidy said that it came in at guideline. He said that the Emergency Management budget is used for the Blackboard Notification System. He said that this notifies residents of emergencies by text message, email or phone calls. Chief Cassidy said that he tries to offset the funding with grant funds if at all possible.

**MR. MARSDEN MOVED TO APPROVE THE EMERGENCY MANAGEMENT FY 18 BUDGET IN THE AMOUNT OF \$10,945. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

#### **FY 18 FIRE DEPARTMENT BUDGET**

Chief Cassidy said that the Fire Department budget came in at guideline. He said that he believes that there be a savings in the energy line. He said that a new energy efficient burner was installed at Central Station. He said that was part of the Green Communities Grant. He said that many of the light bulbs have been replaced with LED bulbs.

**MR. MARSDEN MOVED TO APPROVE THE FY 18 FIRE DEPARTMENT BUDGET IN THE AMOUNT OF \$836,953. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

#### **FY 18 AMBULANCE BUDGET**

Chief Cassidy said that the majority of the budget is for payroll. He said that he believes that there will be a reduction in longevity. He said that there will be a reduction on energy and utilities.

Chief Cassidy said that the on-call ambulance is getting harder to staff. He said that he would like to increase the hourly wage for EMs. He also would like to see the stipend increased.

Mr. Leary said that we can approve the budget but this needs to go to the Finance Committee for approval.

**MR. MARSDEN MOVED TO APPROVE THE AMBULANCE FY 18 BUDGET IN THE AMOUNT OF \$357,565. WITH THE APPROVAL FROM THE FINANCE COMMITTEE. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

#### **AMBULANCE REPLACEMENT BID**

Chief Cassidy said that a few years ago there was an appropriation from Town Meeting for a replacement ambulance. He said that when we went out to bid, both bids came in higher than the appropriation. He said that at the last Town Meeting in October, a new appropriation in the amount of \$255,000 for the replacement of ambulance 1.

Chief Cassidy said that he did not go out to bid, he sought vendors that are currently under existing cooperative purchasing agreements. He said that by doing that he has saved time and money.

He said that he has received two proposals, one from Greenwood Emergency Vehicles in North Attleboro MA and the other from Bulldog Fire Apparatus in Woodville MA.

Mr. Leary asked how long will it take to build the ambulance fund?

Chief Cassidy said that it can take up to 150 days. Chief Cassidy said that there will be a few add ons like a radio in the front and back, not included is the installation. Chief Cassidy said that it could cost \$49,000.

Chief Cassidy said that Bulldog Fire Apparatus is in the next town over, they are very close.

**MR. MARSDEN MOVED TO APPROVE THE REPLACEMENT OF AMBULANCE 1. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

#### **MINUTES**

**MR. MARSDEN MOVED TO APPROVE THE MEETING MINUTES OF SEPTEMBER 7, 2016, AS WRITTEN. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

**MR. MARSDEN MOVED TO APPROVE, BUT NOT RELEASE, THE EXECUTIVE SESSION MINUTES OF JANUARY 18, 2017. THE MOTION WAS SECONDED BY MR. CONLEY. TWO IN FAVOR. MR. LEARY ABSTAINED.**

**POLICE CHIEF SCREENING COMMITTEE APPOINTMENTS AND CHARGE**

Mr. Marsden said that there will be two citizens at large, one representative of the school department, one senior citizen, one DPW/Public safety background, one business community and one current or former Police Chief from a surrounding Community, seven members.

Mr. Marsden said that the start date for the new Police Chief will be April 3, 2017.

Mr. Marsden said that he would like to have use of an assessment center. He said that he liked MMA Consulting.

Mr. Ritter said that if we do choose to go with an assessment center the Screening Committee is welcome to watch but not get involved.

Mr. Conley said that he does agree with that.

Mr. Leary said that we do not have the funding to have an assessment center. He said that we would need a Reserve Fund Transfer.

Mr. Leary said that Brad Jackson will be the schools representative on the Search Committee, Tom Smith, will be the DPW Representative, Police Chief Ed Lee from Hopkinton so far. He said that the rest of the Committee they will be discussing it.

Mr. Leary said that they have a list of several people that want to be on this committee, but he would like to see new people.

Mr. Conley said that he would like to Bob Malone be appointed as the senior citizen.

Mr. Marsden said that Carl Damigella would be great he is a senior and he has been on a Committee like this in the past. He said that he would be very helpful.

Mr. Conley said that Mr. Damigella and Mr. Malone have a lot to do with the senior community.

Mr. Marsden said that Mr. Damigella has been working for MWRTA for so long it puts him in a unique situation.

**MR. CONLEY MOVED TO APPROVE AND APPOINT BARRY SIMMS AND MICHELLE JOHNSON AS CITIZENS AT LARGE FOR THE POLICE CHIEF SCREENING COMMITTEE. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE AND APPOINT BRAD JACKSON AS THE REPRESENTATIVE OF THE SCHOOL DEPARTMENT FOR THE POLICE CHIEF SCREENING COMMITTEE. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE AND APPOINT CARL DAMIGELLA AS THE SENIOR CITIZEN REPRESENTATIVE FOR THE POLICE CHIEF SCREENING COMMITTEE. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE AND APPOINT TOM SMITH AS THE DPW/PUBLIC SAFETY REPRESENTATIVE FOR THE POLICE CHIEF SCREENING COMMITTEE. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE AND APPOINT FRAN COLANTONIO AS THE BUSINESS COMMUNITY REPRESENTATIVE FOR THE POLICE CHIEF SCREENING COMMITTEE. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE AND APPOINT CHIEF ED LEE OF THE HOPKINTON POLICE DEPARTMENT AS THE CURRENT CHIEF FOR THE POLICE SCREENING COMMITTEE. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE TO HAVE MMA CONSULTING SERVICES FOR THE ASSESSMENT CENTER FOR THE POLICE CHIEF. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.**

Mr. Leary said that they should get to five or six from the assessment center. Mr. Conley said that at next week's meeting they will discuss the salary range.

**CIVILIAN LIFE SAVINGS AWARD**

Mr. Marsden said that Denise Barry was out to dinner and someone collapsed, and without hesitation you started CPR. This person is alive because of your quick thinking.

**AT 9:45 P.M., MR. CONLEY MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.**

Respectfully submitted,

Donna A. Muzzy

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