

HOLLISTON BOARD OF SELECTMEN

June 11, 2013 (Tuesday)
6:30 P.M.

Selectmen's Meeting Room
Town Hall

Present: Mr. Conley; Vice Chairman, Jay Marsden; Clerk and Paul Le Beau, Town Administrator. Jay Leary arrived at 6:35 p.m.

MR. MARSDEN MOVED TO APPROVE THE FOLLOWING WARRANT:

13-51	GENERAL WARRANT	\$349,262.94
	VOIDS:	\$ (1,320.42)
	GIFT ACCOUNTS POLICE LAW ENF (245)	\$ 270.00
	PERFORMANCE DEPOSITS (801)	\$ 875.00
	ELDERLY TAX PROGRAM (245)	\$ 1,919.00
	AGENCY (890) VETERANS DISTRICT PAYROLL	\$ 1,021.08
	GENERAL PAYROLL WARRANT	\$127,987.67
	TOWN PAYROLL	\$129,008.75
	TOTAL PAID WARRANT	\$480,015.27

ACCOUNTANT'S NOTE:

ACCRUED DEDUCTION LIABILITIES NOT PAID	\$ 31,742.99
TRANSFER BILL AUX POLICE TO AMBULANCE	\$ 53.00

TREASURER'S NOTE:

WIRE TO HEALTH INSURANCE TRUST	\$ 20,450.13
SPECIAL ITEM-TRANSFER TO HEALTH INSURANCE FROM GENERAL FUND	\$170,000.00

THE MOTION WAS SECONDED BY MR. CONLEY. TWO IN FAVOR. MR. LEARY WAS ABSENT.

COMMENTS FROM THE BOARD

Mr. Conley said that they are working on the canals. There is a plan in place to keep up the maintenance of them.

There were no comments from the audience.

TREASURER/COLLECTOR – TAX WORK-OFF PROGRAM

Mary Bousquet, Treasurer/Collector was present to talk about the work off program.

At 6:35 p.m. Mr. Leary joined the meeting.

Ms. Bousquet said that at Town Meeting, two work-off programs were approved, one the Veterans' Work-Off program and the Senior Work-Off program. She said that both programs have a \$10,000. Ms. Bousquet said that she, Lina Arena-Derosa, COA Director, John Givner, Veterans' Agent and Kathy Peirce, Principal Assessor have been working on the guidelines. Ms. Bousquet said that they want to help the most needy. She said that for the senior work-off program you have to be 65, and for the Veteran's work-off program you have to have been a Veteran. She said that they would like to get the programs up and running by July 1, 2013.

Mr. Marsden asked if we were going to reach out to the needy or are we going to wait for them to come to us? Ms. Bousquet said that they are going to have the applications ready and available at Town Hall, Senior Center and the Veterans' Agent will have them. Ms. Bousquet said that the application deadline is August 1, 2013. Ms. Bousquet said that they will review the applications and then each department will make a list of possible projects for the applicants. She said that they will be able to earn up to \$1,000 fiscal year to be applied to their property taxes. She said that they will be treated as employees. Ms. Bousquet said that the pay rate will be \$8.00 per hour.

Mr. Leary asked how many people took advantage of this in the past?

Ms. Bousquet said that in the past, they did not have any guidelines and they had a lot of applicants.

MR. MARSDEN MOVED TO APPROVE THE SENIOR AND VETERANS' WORK-OFF PROGRAM FOR UP TO \$1,000 PER PERSON FOR THE FISCAL YEAR. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

Mr. Le Beau said that for the Veterans' work-off program, if a veteran can't work, they can have someone work on their behalf and that is different from the senior work-off program.

BOARD BUSINESS

LINE ITEM TRANSFER REQUESTS – POLICE DEPARTMENT AND LIBRARY

MR. CONLEY MOVED TO APPROVE A LINE ITEM TRANSFER FROM VEHICLE REPAIRS TO SUPPLIES TO COVER THE COST OF BATTERIES FOR THE PORTABLE RADIOS AND CLEANING SUPPLIES IN THE AMOUNT OF \$1,228.00 FOR THE POLICE DEPARTMENT. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. CONLEY MOVED TO APPROVE A LINE ITEM TRANSFER FROM ENERGY TO OFFICE SUPPLIES IN THE AMOUNT OF \$433.42 FOR THE LIBRARY. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

POLICE CIVILIAN DISPATCHERS

Chief John Moore and Lieutenant Shawn Moore were present to talk about civilian dispatchers.

Chief Moore said that in the spring, he went before the Finance Committee and the Selectmen with a proposal for FY 14 by adding two more civilian dispatchers.

Chief Moore said that the budget for FY 14 was approved by the Selectmen and the Finance Committee and on May 7th, at Town Meeting. He said that since then, they have advertised the positions. He said that they received 14 applicants.

Chief Moore said that Lieutenant Moore, Detective Ryan and Dispatcher Kasey Richards reviewed the applications. He said that on the 28th of May, they started interviews with the top four candidates. He said the interviews were extensive. Chief Moore said that the

top two were selected and were told there would be a background check if they accepted the job. Chief Moore also said that Kasey Richards has taken on more than just dispatching she has taken on administrative level and an operational level. He said that she has showed great promise to the Department and is a valuable member of the Department. Chief Moore would like the Board to consider promoting her to Head Dispatcher along with a pay raise.

Mr. Marsden said that hiring dispatchers will put more officers on the road and it should help with the overtime. Chief Moore said that the dispatchers will be working 40 hours a week and then can cover 20 of the 21 shifts.

Mr. Conley said that from what he has heard, they are doing a great job.

Mr. Leary asked about vacation time for the dispatchers? Chief Moore said that they would fill in with another dispatcher.

Mr. Leary asked about training, are they ready to go? Chief Moore said that they both come from the Franklin Police Department as part time dispatchers. They have all their credentials. He said that they would have to learn the station, the policies and procedures and the streets in Town. Chief Moore said that he would like to bring them in to work with Kasey Richards to train during the day for two weeks.

MR. MARSDEN MOVED TO HIRE LISA GALLAGHER AND JAMES RAY AS DISPATCHERS FOR THE POLICE DEPARTMENT STARTING JULY 1, 2013. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

MR. MARSDEN MOVED TO PROMOTE KASEY RICHARDS TO HEAD DISPATCHER. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

MINUTES

MR. CONLEY MOVED TO APPROVE THE MEETING MINUTES OF APRIL 3, 2013, AS WRITTEN. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. CONLEY MOVED TO APPROVE THE MEETING MINUTES OF APRIL 17, 2013, AS WRITTEN. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. CONLEY MOVED TO APPROVE THE MEETING MINUTES OF MAY 28, 2013, AS WRITTEN. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

EVENT PERMITS – CHAPIN AND BLAIR

MR. CONLEY MOVED TO APPROVE AN EVENT PERMIT FOR A SOFTBALL GAME AT KAMPERSAL FIELD, ON JUNE 15, 2013 STARTING AT 8:00 A.M. AND ENDING AT 7:00 P.M. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. MARSDEN MOVED TO APPROVE AN EVENT PERMIT FOR A CONCERT ON JULY 2, 2013, FROM 7:00 P.M. TO 8:30 P.M., AT BLAIR SQUARE. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

ONE DAY ALCOHOLIC BEVERAGE PERMITS –TAYLOR/SAMPSON AND REDWINE

MR. MARSDEN MOVED TO APPROVE A ONE DAY ALL ALCOHOLIC BEVERAGE PERMIT FOR THE TAYLOR/SAMPSON WEDDING, IN THE UPPER TOWN HALL, ON JUNE 29, 2013, FROM 4:00 P.M. TO 9:00 P.M. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

MR. MARSDEN MOVED TO APPROVE A ONE DAY ALL ALCOHOLIC BEVERAGE PERMIT FOR A BAT MITZVAH ON JUNE 22, 2013, FROM 7:30 P.M. TO 10:30 P.M. IN THE UPPER TOWN HALL. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

CLASS II MOTOR VEHICLE LICENSE – VINTAGE MOTOR SPORTS

Mr. Leary said that this was approved at the last meeting, they only needed to sign the license.

MR. MARSDEN MOVED TO APPROVE AND SIGN THE CLASS II MOTOR VEHICLE LICENSE FOR VINTAGE MOTOR SPORTS. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

MEETING SCHEDULE

Mr. Leary said that they will be meeting on July 10, July 24, August 7, August 21, September 4, September 18, October 2, October 16, October 30, November 13, November 20, December 4 and December 18, 2013. All meetings will be on Wednesday nights starting at 7:30, p.m., in the Selectmen's Meeting Room.

MR. MARSDEN MOVED TO APPROVE THE MEETING SCHEDULE AS PROPOSED. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

CABLE TELEVISION LICENSE

Mr. Leary said that at the last meeting they voted to deny the Comcast request for a Cable Television License. He said that as part of the license denial, they have to list the reasons why.

Mr. Marsden said that they have to re-negotiate the license every ten years.

Mr. Conley said that the Cable Advisory Committee has done a wonderful job with negotiations.

Mr. Le Beau said that the parties are planning on meeting next week to continue the process. **THE PRELIMINARY ASSESSMENT OF DENIAL OF THE CABLE FROM THE SELECTMEN. MR. CONLEY MOVED TO SIGN THE STATEMENT FOR THE REASONS STATED. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

VETERANS' DIRECTOR – JOHN GIVNER

John Givner said that in 2011, we were required to have a full-time agent. He said that Holliston, Medway, Hopkinton and Ashland all joined together to form a District. In August of 2011, they were approved as a District. Mr. Givner said that the district will expire in September of 2014. They will have to re-apply again to maintain the District. Mr. Givner said that he has been approved as a VA Work Study location which means that he can have a veteran who is a full time college student under a VA Education Program. He said that he has retained someone after a year of searching. Mr. Givner said that he just received approval to continue with the work study program. Mr. Givner said that with the work study, they can work up to 25 hours per week and the VA pays them at \$8.00. He said that there is no additional cost to the district and he gets extra help.

Mr. Givner said that he is the full-time Veterans' Agent and he has a part-time agent. He said that his main office is in Ashland at the Town Hall. He said that he is in Holliston on Tuesday morning and in Hopkinton on Tuesday afternoons. He is also in Medway on Thursday afternoons, Ashland is Thursday mornings. Mr. Givner said that he has done 23 home visits. Mr. Givner said that he gets a copy of the Town censuses from the Town Clerk and there is a listing of all Veterans. He merged all four lists together to create just one. Mr. Givner estimates he has about 3,000 veterans. Mr. Givner said that he has 30 pending cases all in different stages. Mr. Givner said that he has been to every Senior Center in the District and the Veterans' organizations. He also did a cable tv show.

Mr. Marsden asked he was seeing the same thing in each community? Mr. Givner said that a lot of veterans are in retirement and each person is different and the benefits would be as well. Mr. Givner said that medical assistance is the most common item that the veterans are looking for. Mr. Givner said that he would love to have a seminar just on benefits. Mr. Leary said that Holliston has 692 veterans, Ashland has 658, Medway has 575. Mr. Leary said that he has heard good things about Mr. Givner and Mr. Weglage. Mr. Givner said that the Holliston based Veterans are very pro active.

Mr. Leary said that he has had a chance to look at the performance evaluation plan and he likes it. He said that it was an improvement from the last one. Mr. Conley said that it looked good to him. Mr. Marsden said it looked good and he had no problem with it.

Mr. Leary congratulated Sergeant Craig Denman and Detective Chad Thompson who were instrumental in helping a person who was in distress.

Mr. Le Beau said that the Treasurer/Collector sent in a proposed insert that would go in with the real estate tax bills. Mr. Le Beau said that this would be for the Elderly and Disabled Tax Relief Program.

MR. MARSDEN MOVED TO APPROVE THE ELDERLY AND DISABLED INSERT FOR THE NEXT TAX BILL. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

AT 7:35 P.M., MR. MARSDEN MOVED TO HAVE THE FINANCE COMMITTEE JOIN THEM. THE MOTION WAS SECONDED BY MR. CONLEY.

See attached.

Respectfully submitted,

Donna A. Muzzy

Approved_____