

HOLLISTON BOARD OF SELECTMEN

December 3, 2014
7:30 P.M.

Selectmen's Meeting Room
Town Hall

Present Kevin Conley, Chairman; Jay Marsden, Vice Chairman; Jay Leary, Clerk and Paul Le Beau, Town Administrator.

MR. LEARY MOVED TO APPROVE THE FOLLOWING WARRANT

15-23	GENERAL WARRANT	\$ 320,061.74
	VOIDS	\$ (86.00)
	HEALTH INSURANCE TRUST (701)	\$ 361.90
	PERFORMANCE DEPOSITS (801)	\$ 1,280.00
	AGENCY (890) VETERANS DISTRICT PAYROLL	\$ 998.39
	TOWN PAYROLL	\$1,150,684.11
	TOTAL PAID WARRANT	\$1,472,301.75

ACCOUNTANT'S NOTE:

ACCRUED DEDUCTION LIABILITIES NOT PAID	\$ 190.129.56
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TREASURER'S NOTE:

WIRE TO HEALTH INSURANCE TRUST	\$ 148,667.51
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THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

COMMENTS FROM THE BOARD

Mr. Conley said that last Saturday was the Holiday Stroll. He said that it was well attended. Mr. Conley suggested that we shop in Town because the local shops are the ones who hire our high school kids to work part-time.

Mr. Conley said that the Selectmen meet for coffee at Coffee Haven once a month. He said that he is hoping that residents will come and talk to them. Mr. Conley said that the high school football team is playing on Saturday in the Super Bowl. Mr. Conley said that the game is at 3:30 at Gillette Stadium.

Mr. Leary said that he was not able to make the Holiday Stroll but it sounds like it was a great success.

Mr. Leary said that the Town of Holliston is 294 years old. Mr. Leary said this past week has been snowy and icy and he thanked the DPW and the Police for doing a fine job. He also said that there was a water main break and it was fixed. He said that it took a long time to fix it because of how far down the pipe was. Mr. Leary said that both the Water Department and the Highway departments worked well together.

Comments from the audience

Mark Heavner, 35 Courtland Street, said that he is attending this meeting to talk about a real estate tax issue. He said that he built a new house and moved in just about one year ago. He said that in July, he received a supplemental tax bill. He said that they changed the assessment based on the new construction. He said that his taxes are paid by the bank, so he did not even look at the bill. He said that his bank called him to tell him that his taxes were high. He said that he went to the Assessor's to look at

the bill and found out that they increased his square footage of the house by 70%. He said that he built a small retirement house all on one floor. He said that the assessment is for a two story house. Mr. Heavner said that he set an appointment for the Assessor to come and look at the house. He said that the Assessor corrected the mistake and put the square footage back to the correct amount. Mr. Heavner said that a few days later, he went to the Assessors to get his funds back because it was their mistake. He said that he was told that he can't get his money back. Mr. Heavner asked if he could appeal it. He set an appointment with the Board of Assessors and attended the meeting. Mr. Heavner said that he was told that by statute, they do not have to pay him back. He said that they can over-charge him if he does not catch it. He said that he was not happy with the answer. He said that he went to see Carolyn Dykema about it. He said that he was put in touch with Mass Department of Revenue. He said that the DOR said that there is no state law regarding this. He said that the DOR could not help him. He said that he went back to the Assessors asking for a copy of the By-laws so he could investigate this on his own. He said that he did not get a copy of it. Mr. Heavner said that there was a set of plans with all the square footage. They over charged him. He said that if you do not catch a mistake, you can't get you money back after it has been paid.

Mr. Marsden said the when he purchased his house the Assessors came out and looked at it.

Mr. Heavner said that when the Assessor was at his house the first time, she did not get in the house. He said that she looked around the outside. He said that was the only time that the Assessor was by, until he made an appointment with them. Mr. Heavner said that all the information about his house is in Town Hall. He said that the file in the Building Inspector's office holds it all.

Mr. Leary said that he does not think that there is a local By-law about this. Mr. Heavner said that he will apply for an abatement in February of 2015.

Mr. Leary asked if the value of his property been adjusted? Mr. Heavner said yes it has been reduced.

Mr. Marsden asked Mr. Heavner how much money do you think you are owed? Mr. Heavner said about \$1,500. Mr. Heavner said that it is not right. He said that it is not fair to the residents.

Mr. Leary said that he would like to investigate this a little more. Mr. Leary said that there are rules that need to be followed.

Mr. Heavner said that the rules need to be changed.

Heidi Doyle, 560 Washington Street, said that they are still having trouble with people parking in front of their driveway. She said that there is even yellow paint saying no parking, but people still park there. She said that just a few weeks ago there was an estate sale and people were parking in the no parking area. She said that some of the cars were so big that they could not see around them to pull out onto Washington Street.

Mr. Leary asked if Chief Moore and the Board could talk about this issue?

Ms. Doyle said that they have called the station and the police did nothing. She said that she would like someone to get back to them about what they are going to do to help them.

Chief Moore said that this is the first that he is hearing of this. Ms. Doyle said that they had to call the station at least twice to get an officer to come.

Mr. Conley said that the signs may need to be moved closer to the no parking area.

Jared Adams, 3 Peter Street, said that the Selectmen tried to blow up his house this past week. Mr. Adams said that the highway plow hit the gas gate in front of his house. He said that he feared for his life for three days. He said that when the snow plow was plowing, he was driving too fast. He said that the plow made a lot of noise as it was plowing. He said that he noticed the next day that the gas gate is broken and it was in the mud. He said that it was the cover and part of the pipe. He said that he called the gas company and they came out to repair it. Mr. Adams said that not only did the plow driver take out the gas gate, he took all the dirt that has been growing grass on that side of the road. He said that the gas gate was eight to ten inches off the road. Mr. Adams said that his gas service was not interrupted. Mr. Adams said that he put up stakes in his yard showing the property line, so in the future the plows will know where the pipes are.

Mr. Leary asked if Mr. Adams had talked to the DPW Director? Mr. Adams said no. Mr. Adams said that he is more at home at the Selectmen's meeting discussing this. Mr. Adams said that he talked to someone in the Selectmen's Office, so they knew about it.

INTRODUCTION OF OFFICER REMKUS

Mr. Conley said that Officer Remkus started his position on the Holliston Police Department just last week. Officer Remkus said that he has been on the day shift. Mr. Conley said that Officer Remkus has a very impressive background.

Chief Moore said he is very pleased with Officer Remkus. Chief Moore said that the department received 34 applications for one position. Chief Moore said that in the Police Screening Committee, Officer Remkus placed first for them. He also placed first on the Selectmen's interviews.

Mr. Conley said that when the Board interviewed Officer Remkus, he answered the questions correctly and he had a lot of enthusiasm. Mr. Conley said that it was a joy to interview Johnathon Remkus.

Mr. Leary said that Officer Remkus was a great candidate. Mr. Leary said that Holliston has a great Police Department and he knows that Officer Remkus will do well.

Mr. Marsden said that Officer Remkus is a professional and will do well.

Mr. Leary said that in a memo from Chief Moore dated December 3, 2014, it said that Sergeant Matthew Stone has worked for the department for nine years. Mr. Leary said that Sergeant Stone is an asset to the Town.

Mr. Conley said that Sergeant Stone does the Toys for Tots program. You can bring a toy to the Police Station for collection.

TAX CLASSIFICATION HEARING

7:45 P.M. Present was Board of Assessors: Peter Barbieri, John Cronin and Katherine Peirce, Principal Assessor, were present.

Mr. Conley said that there were hand-outs if anyone wanted one.

Mr. Cronin said that the values have not been certified as of yet. He said that they are still waiting for the Department of Revenue DOR to certify them. Mr. Cronin said that they hope to have the values done by next week.

Mr. Cronin said that the Board of Assessors recommends that several discounts associated with the tax rate not be adopted. Mr. Cronin said that he would go over this and if anyone had any question he would answer them. He said that they are recommending a single tax rate. He said that the values have gone up. He said that because of this, the tax-rate will be going down. He said that it will be \$19.38. He said that this is fifty cents less than last year. Mr. Cronin said that there has been a dramatic increase in New Growth. He said that there are several new developments in Town. Mr. Cronin said that the new Administrative Assessor, Donald Clarke, and has been very active in the field. He has done site visits and he has examined a lot of property. He said that in the past few months, they have seen a large increase in personal property of individual business in Town. Mr. Cronin said that the people who are in the landscaping business will see an increase in values this year because they captured it. Mr. Cronin said that is a direct result of Mr. Clarke. He said that his efforts in the field are strong. Mr. Cronin said that there has been a recovery in the market and sales are increasing. Mr. Cronin said that the Assessors are recommending a factor of 1.

Mr. Le Beau said that his recommendation is to vote on the residential factor and then formally vote on the exemptions. He said that the one piece that can't be concluded is the form with the disclosure of the excess levy that is not being utilized. He said that it depends on value and until the values are certified we can't do that final calculation. He said that this would be one piece that would be outstanding after tonight's meeting. Mr. Cronin asked if a vote was required at that time. Mr. Le Beau said that it would require a vote. Mr. Le Beau said that once the values are done, then we can post another meeting. Mr. Cronin asked if the Selectmen were meeting next week. Mr. Le Beau said that they have nothing posted as of yet. Mr. Cronin said that in order to get the tax bills out on time this needs to be voted on before the 12th of December. Mr. Le Beau said yes.

Ms. Peirce said that they told the DOR about the Classification Hearing so they will know that it was coming up soon. Ms. Peirce said that we have to follow the process.

Mr. Leary said that he has heard that with the DOR it is first come first serve.

Mr. Leary asked if we could get the information to the DOR sooner. Mr. Cronin said that there is always the chance that we could submit earlier. Mr. Cronin said that there is a lot of transition going on at the DOR. He said that the individuals that they normally go through are not working at the DOR any longer. He said that there is a learning curve with the new staff. Mr. Leary asked if there was any way we could submit the values in October instead of December? Mr. Cronin said that they have high hopes that they can do that it just does not work out.

Mr. Barbieri said the DOR gives the Assessors construction cost tables and so before the Board feels comfortable agreeing to use them they ask Ms. Peirce to run numerous analyses of different properties. Mr. Barbieri said that every year they make adjustments to the tables. He said that way the tables come to where it should be.

Mr. Le Beau said that based on the average assessed value of a single family house and the change in value from last year to this year the average single family house will see a tax bill increase of 3.8% not over 4%. He said that confirms the importance of residents looking at the tax bill and not following the rate because the rate is illusive. Mr. Le Beau said that Holliston's tax rate is one of the highest in the State, but the average single family house tax bill has dropped compared to other towns over the last five or six years. Mr. Le Beau said that we used to be the 31st highest in the State now we are down to 40th in terms of the tax bill.

MR. LEARY MOVED TO ADOPT THE RESIDENTIAL FACTOR OF ONE AND NOT ADOPT A RESIDENTIAL EXEMPTION AND NOT ADOPT A SMALL COMMERCIAL EXEMPTION AND NOT ADOPT THE OPEN SPACE DISCOUNT. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

AT 8:15, P.M., MR. LEARY MOVED TO CLOSE THE HEARING. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

Mr. Cronin said that Mr. Le Beau will be retiring next year and he wished him great success.
Mr. Barbieri said that next weekend is breakfast with Santa and a Toys for Tots collection.

BOARD BUSINESS – MINUTES

MR. LEARY MOVED TO APPROVE THE MEETING MINUTES OF OCTOBER 8, 2014, AT 2:00 P.M., AS WRITTEN. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. LEARY MOVED TO APPROVE THE MEETING MINUTES OF OCTOBER 8, 2014, AT 7:30 P.M., AS WRITTEN. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. LEARY MOVED TO APPROVE THE MEETING MINUTES OF OCTOBER 15, 2014, AS WRITTEN. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. LEARY MOVED TO APPROVE BUT NOT TO RELEASE THE EXECUTIVE SESSION MINUTES OF NOVEMBER 19, 2014. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

APPOINTMENTS – POLICE THREE YEARS

MR. LEARY MOVED TO APPOINT THE FOLLOWING HOLLISTON POLICE OFFICERS FOR A THREE YEAR TERM, SERGEANT GLENN DALRYMPLE, SERGEANT GEORGE LEURINI, SERGEANT MATTHEW WAUGH, SERGEANT MATTHEW STONE, DETECTIVE CHARLES TODD, DETECTIVE CIARA MAGUIRE-RYAN, DETECTIVE CHAD THOMPSON, OFFICER TIMOTHY HENEY, OFFICER JOHN SCANLON, OFFICER JAMES WARD, OFFICER SCOTT DOWNEY, OFFICER DANIEL GRIFFITH, OFFICER ANDREW MACGRAY, OFFICER TODD HAGAN, OFFICE BRYAN DIGIORGIO, OFFICER KENNETH BELSON AND OFFICER MICHAEL WOODS THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

EXTERIOR HOLIDAY DISPLAY REQUEST – LIONS CLUB

MR. MARSDEN MOVED TO APPROVE THE EXTERIOR HOLIDAY LIGHTS IN DOWNTOWN FOR THE LIONS CLUB. THE MOTION WAS SECONDED BY MR. LEARY. TWO IN FAVOR. MR. CONLEY ABSTAINED.

Mr. Conley is a Lions' Club Member.

CLASS II AND III MOTOR VEHICLE DEALER LICENSE RENEWALS

MR. LEARY MOVED TO APPROVE THE USED CAR DEALER LICENSES FOR CLASSIC AUTO SALES, COUNTRYSIDE MOTORS, HOLLISTON AUTO VILLAGE, HOMETOWN AUTO SERVICE, HOMETOWN SELECT, HOMETOWN AUTO BODY, KEYSTONE AUTOMOTIVE, MCGOWAN AUTOMOTIVE, PLANET PETROLEUM, SCOOPY TRUCK SALES, WASHINGTON STREET AUTO SALES, VINTAGE MOTOR SPORTS

GARAGE, WCG ENTERPRISE, HOLLISTON AUTO BODY CLASS III AND HOLLISTON EQUIPMENT CLASS III. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

COMMON VICTUALLER LICENSES RENEWALS

MR. LEARY MOVED TO APPROVE THE FOLLOWING COMMON VICTUALLER LICENSES ANTHONY'S ON THE GREEN, BAZELS, BERRY BON BON, BERTUCCI'S, CASEY'S CROSSING, CENTRAL CAFÉ, COFFEE HAVEN, DOLCE TEMPO, HOLLISTON DONUTS, HOLLISTON GRILL, JASPER HILL CAFÉ, JINGS GARDEN, SUBWAY AND TABLE TOP PIZZA. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

ENTERTAINMENT LICENSE RENEWALS

MR. LEARY MOVED TO APPROVE THE FOLLOWING ENTERTAINMENT LICENSES ANTHONY'S ON THE GREEN, CASEY'S CROSSING AND JASPER HILL CAFÉ. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. LEARY MOVED TO APPROVE THE AUTOMATIC AMUSEMENT DEVICE LICENSE FOR CASEY'S CROSSING. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

GREEN COMMUNITY DESIGNATION

Mr. Leary said that we did not get the application in on time. He said that one of the last things that we need is an energy reduction plan. He said that it would be a base line for the energy that is used in the town owned buildings. Mr. Leary said that a five year plan is needed. Mr. Leary said that they have a template to follow.

Mr. Le Beau said that they are following a fiscal year 2014 plan to fill in the spread sheet. He said that it includes Town owned buildings, exterior lights, ball field lights, traffic signals and it will also show the energy use of the vehicles in the town's fleet that qualify for the program. He said that most of the town vehicles are excluded. Mr. Le Beau said that he hopes to get the paper work in by May 31, 2015. That way if there are any questions he will still be here to answer them. Mr. Le Beau said that the hardest part has been collecting the raw data.

Mr. Marsden said that we could save some money, we are going to make changes to make us more efficient. Mr. Marsden said that most changes cost money to get there. Mr. Marsden said that Mr. Hager did a great presentation on lighting and it will save the town money in the long run.

TOWN ADMINISTRATOR SEARCH

Mr. Conley said the time has come to look for a new Town Administrator, Mr. Le Beau who has served the Town for many years is going to retire in July 2015. Mr. Conley asked the Board if we should keep with a Town Administrator or change the title with more responsibility to Town Manager. Mr. Conley said that he went to a Mass Municipal Association meeting in October and the topic was about hiring a new Town Administrator or Town Manager. Mr. Conley said that they spoke about getting professionals to go out and search for the applicants. He said that the professional should go over the

applications. Mr. Conley said that the Board could do it themselves or should they leave it up to the professionals. Mr. Conley said that maybe in the future we may want to change the job description and tweak it a little. He said that for example the Warrant has to be read at a Selectmen's meeting and signed by the Board, he said that many towns allow the Town Manager to do that. Mr. Conley said that they may want to look at that. He said that it would have to be approved by Town Meeting. He said that we do not have enough time to do it this spring.

Mr. Leary asked if this would be a Charter change?

Mr. Le Beau said that the current position was created by a special act of legislation that came out of a Government study at a Town Meeting vote. Mr. Le Beau said that under State Law the Charter process is formalized and you start by electing a Charter Commission at a Town Election. Then they go through a study process and they have to hold many public hearings. He said that then it goes back to Town Meeting for a vote. Mr. Le Beau said that to form a Charter is a time consuming process.

Mr. Leary said that he would be in favor of hiring a professional to help with the search. He said that they would have the experience.

Mr. Marsden said yes that is the way to go. Mr. Marsden said that this should be a two part move. Step one would be the next Town Administrator with the understanding that the position could change. Mr. Conley said that for time being the job description will be the same as it is now. Then it could be modified. Mr. Le Beau said that should be put in the job posting add. Mr. Conley said that the Community should be involved.

Mr. Conley asked Mr. Le Beau if he could seek out information on companies that recruit, find out how long it could take and how much it costs. Mr. Le Beau said that the MMA has a consulting group, that was part of the MMA but now it is separate. He said that they have lots of experience. He also said that the Collins Center is good to work with.

EMPLOYMENT AGREEMENTS – SENIOR CENTER DIRECTOR AND TOWN ACCOUNTANT
MR. LEARY MOVED TO APPROVE THE SENIOR CENTER DIRECTOR EMPLOYMENT AGREEMENT WITH
JEAN BOULETTE. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. LEARY MOVED TO APPROVE THE ACCOUNTANT EMPLOYMENT AGREEMENT WITH SHARON
EMERICK. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

Mr. Conley thanked Mr. Le Beau for all the work and time that he put in looking for the highly qualified personnel.

Mr. Le Beau said that the Finance Committee would like set up an All Boards Meeting in January 2015. He said that way the Finance Committee can explain what is going to happen next Fiscal Year. Mr. Le Beau said that they will look to have the meeting on a Wednesday night.

MR. LEARY MOVED TO APPROVE THE HOMETOWN HOSPITALITY LETTER FOR NEW RESIDENTS OF
TOWN. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

Mr. Conley said that the Highway Department did a great job in clearing the snow on Thanksgiving eve and on Thanksgiving day. He said that it was a lot of work. Mr. Leary said that a good idea to help the Highway Department is to put up marking stakes to outline your property. Mr. Leary said that if the Highway Department did not work all night long, then we would not have been able to get to where we were going for Thanksgiving.

Mr. Conley thanked Mr. Smith and Mr. Reese. Mr. Conley said that the DPW did a great job with the water main break last week. He said that both sides pitched in to do a good job.

AT 9:13 P.M., MR. LEARY MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS CONTRACT NEGOTIATIONS WITH NON-UNION PERSONNEL. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR. A ROLL CALL VOTE WAS TAKEN.

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

MR. CONLEY SAID THAT EXECUTIVE SESSION WOULD LAST ABOUT 45 MINUTES AND THEN THE BOARD WOULD SIGN WHAT WAS APPROVED IN OPEN SESSION.

AT 9:50 P.M., THE BOARD EMERGED FROM EXECUTIVE SESSION AND MOVED TO ADJOURN.

Respectfully submitted,

Donna A. Muzzy

approved_____