

HOLLISTON BOARD OF SELECTMEN

March 25, 2015
7:30 p.m.

Town Hall – Room 105
703 Washington Street

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

COMMENTS FROM THE BOARD

Mr. Leary read a letter for Sergeant George Lieurini and Officer Andrew MacGray from the Chief of Police about a Life Saving Award for a medical emergency. Mr. Leary said that both Officers were called to a house for a medical emergency and they were able to help save a life.

Mr. Marsden said that we have a great working relationship with public safety personnel. Mr. Marsden said that they are going to host a public forum with-in the next few months and it will be held at the station. He said that the topic will be about Ferguson, Missouri. He said that the next forum will be about the militarization of the police department. And the final forum will talk about medical marijuana.

Mr. Conley said that we are blessed with the officers that patrol the streets of Holliston.

Mr. Conley read a press release from Chief Moore. He said that Dispatcher Kate Hickey who has been with the police for three years has started the academy. He said that it will take 24 weeks to finish. The Board wishes her the best of luck.

LIEUTENANT DAVID GATCHELL

Lieutenant Gatchell read a letter for Chad Thompson. Lieutenant Gatchell said that this is the fifth Life Savings Award for him. Lieutenant Gatchell read the letter for Chad Thompson from Chief Moore for saving the life of an individual.

POLICE SERGEANT SWEARING-IN

Town Clerk Elizabeth Greendale, was present to swear-in Detective Thompson to Sergeant Thompson. Sergeant Thompson's wife pinned him.

MR. LEARY MOVED TO APPROVE THE FOLLOWING WARRANT

15-39	GENERAL WARRANT	\$ 924,425.149
	DEBT SERVICE TOWN (001)	\$1,702,425.00
	STUDENT ACTIVITY (8030) PLACENTINO	\$ 3,189.00
	MEALS TAX (220)	\$ 47.16
	PAY.COM (APPLICATION FOR MEDICARE HEALTH)	\$ 661.00
	STUDENT ACTIVITY (8030) HIGH SCHOOL	\$ 30,196.03
	COMMUNITY PRESERVATION (265)	\$ 74.44
	HEALTH INSURANCE TRUST (701)	\$ 425,535.05
	PERFORMANCE DEPOSIT (801)	\$ 4,527.84
	AGENCY (890) VETERANS DISTRICT PAYROLL	\$ 1,257.39
	TOWN PAYROLL	\$1,076,633.06
	TOTAL PAID WARRANT	\$4,167,713.77

ACCOUNTANT'S NOTE:

ACCRUED DEDUCTION LIABILITIES NOT PAID \$ 190,193.28

TREASURER'S NOTE:

WIRE TO HEALTH INSURANCE TRUST \$ 154,448.76

THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

There were no comments from the audience.

HAZARD MITIGATION PLAN

Martin Pillsbury and Paul Dell'Aquila were present. Mr. Pillsbury said that he will be giving a presentation about the Hazard Mitigation Plan. Mr. Pillsbury said that this is part of a National Plan for the Federal Emergency Plan. He said that the plan was put in place in 2009 but they must be renewed and up-dated every five years. He said that we are in the process of the renewal now. Mr. Pillsbury said that this is for a natural hazard. He said that flooding, high winds, temperatures and winter storms for example. He said that this is not an emergency plan. He said that we have an emergency response team all ready to go if needed. Mr. Pillsbury gave a slide presentation.

Mr. Conley asked if the presentation could be put on the Towns Website. Mr. Le Beau said yes it can.

OVERRIDE REQUEST

Present; Carol Emmons, Ann-Louise Hansted and Joan Sousa from the School Committee. From the Finance Committee, Ken Szajda and William Dowd.

Mr. Leary said that both Committees met last night to talk about an override. Mr. Leary said that the School Committee is going to give a presentation then questions will be answered.

Mr. Szajda said the Town has been putting funds away for OPEB. He said that we had to set up a trust to put it in. Mr. Szajda said that they did not want to adopt the States Legislation of Section 32B as written. He said that we established our own trust. He said that if the state changes its rules, the Town will be exempt from them. Mr. Szajda said that we have been putting 1.5 million dollars in the trust. He said that in order to pay off the trust in full, the law allows us 30 years. He said that he would like to pay it off sooner. He said that the funds that were invested were put in a trust last month by the OPEB Trust Committee. He said that it will take a little while to see what the rate of return will be.

Mr. Conley said that the Town will contribute 1.5 million dollars every year for the next 29 years then the fund will be self-sufficient. Mr. Szajda said that we would be fully funded. Mr. Szajda said that many businesses and towns are struggling because this was neglected for many years. Mr. Szajda said that the more that we contribute and with the rate of return, there will be less coming out of our pockets after a while.

Geoffrey Zeamer asked what is the greatest group of employees that will draw on this. Mr. Szajda said the School Department. He said that they are the largest employers. Mr. Zeamer said that the School Department gains the most out of this. Mr. Szajda said yes.

Ms. Emmons, School Committee, passed out an informational package. She said that Finance Committee was unable to provide the School Committee with a budget for their needs, and they are requesting an override. Ms. Emmons said that is why she is attending this meeting. She said that she

would like to get the process started. Ms. Emmons said that the date has changed and there will be a School Committee Meeting on Monday March 30th. She said that the budget will be discussed. They will meet with the Finance Committee on Tuesday night March 31st. Ms. Emmons said that the School Committee really does not want to ask for an over-ride. Ms. Emmons suggested that the Selectmen add back a trash fee for residents so that could create funds for the school.

Ms. Emmons said that the School Committee budget for last year was just under 30 million dollars. She said that this year they are looking for \$30,449,890 dollars. She said that is the target budget. Ms. Emmons said that they can bring in extra funds by having students that need extra help after graduation from 18 years to 21 years old and service them in-house.

Ms. Hansted said that it is becoming more and more challenging every year to meet the guideline budget. Ms. Hansted said that there will be a few retirements and resignations that will save about \$156,000. She said that the positions that are retiring will be replaced. She said that some programs are being realigned and there will be staff reductions. Ms. Hanstead said that the half-day French kindergarten class will become full time. She said that when they had kindergarten sign up she said that there was a big demand for full time French.

Ms. Hansted said that they are looking into replacing the lightbulbs with LED ones. She said that it will save on the energy bills about \$150,000 per year. She said that there is a three year investment in this program. She said that it would cost a lot to begin with. Ms. Hansted said that Mr. Dowd suggested that the entire Town change over to these new lightbulbs. She said that it is a large investment but in three years, it will be paid off. Ms. Hansted said that they set their budget early in the year for the next Fiscal Year and more times than not, something changes. She said that, we are being too aggressive with OPEB. She said that it should be looked at again.

Mr. Marsden asked where the cuts are going to come from? Ms. Hansted said that they are coming from the elementary, middle school and the high school. She said that some programs and teachers will be cut. She said that office supplies will be cut as well. Also cut will be the late bus. She said that students who stay after for extra help will not have the late bus to use. Ms. Hansted said that there was talk of cutting freshman sports but the cost was not worth it so they chose to add another \$25.00 to the athletic fee.

Mr. Leary asked about the staff resignations and retirements? Ms. Emmons said that they will not be replaced. Mr. Leary said that there is a large increase in the special education line. Ms. Hansted said that they are seeing a change in the challenges of the students. She said that there are more at the high school and older middle school children. She said there more emotional and behavioral issues. Mr. Leary asked if students medical insurance can cover some of the medical expenses. Ms. Hansted said that the Director of Special Education spends a lot of time billing for these costs. She said that sometimes it is not covered and then we are responsible for it.

Mr. Leary said that the School Committee had some budget challenges for FY 15, are any of those challenges part of this budget.

Ms. Emmons said that they would not be running at a deficit at the end of the year.

Mr. Conley thanked the School Committee for putting in a lot of time going over the budget and he knows how difficult it is. Mr. Conley asked about the special education program. If once a child is in this program, do they have to continue or do they have the option to be taken out? Ms. Hansted said

that most children who start early do get out of the program as they get older and as they grow. Ms. Emmons said that a few years in a row, the number of children in the special education program has gone down. Ms. Emmons said that they are trying to hire younger entry level teachers., Mr. Conley thanked the School Committee for all their hard work.

PLANNING BOARD AND ECONOMIC DEVELOPMENT COMMITTEE

Mr. Conley said that this is a follow up from their joint meeting in March. Mr. Conley said that there has been talk of bringing back the Economic Development Committee to see if they can bring in more businesses to Town.

Fran Colantonio said that the Town needs an Economic Development Committee. He said that there are going to be challenges for the next few years. Mr. Conley suggested that more businesses that come to Town and maybe another over 55 Community. Mr. Conantonio said that they are hoping to create a position in the Planning Department and to get that funded to allow her to work one day per week for the Economic Development Committee. He said that they are looking for funds to create a webpage so anyone interested in Town can look us up. Mr. Conley asked if Ms. Sherman was interested in this position.

Ms. Sherman said that she is not sure about the time. Mr. Conley asked if Ms. Sherman was going to work another day. Ms. Sherman said that she is working 5 days now at 30 hours. Mr. Leary said that she will be adding another 8 hours to her time and working 38 hours.

Geoff Zeamer, Planning Board Chairman, said the Economic Development Committee will be appointed by the Town Administrator and he does not agree. They should be appointed by the Selectmen or the Planning Board. Mr. Zeamer said that Committees should report to Elected Committees. Mr. Le Beau said that the Town Administrator can appoint for Department Heads subject to a veto by the Board of Selectmen. Mr. Le Beau said that the Conservation Commission is appointed and they choose the Conservation Agent. Mr. Le Beau said that the Council on Aging is part of the process in choosing the Senior Center Director. Mr. Zeamer said that Ms. Sherman is already working 32 hours per week and she is doing some of the Economic Development work already. Mr. Zeamer said that if you want to give her 8 more hours, she can continue doing what she is doing now.

Mr. Colantonio said that he wants new business to come to town and move to the permit process faster. Mr. Zeamer said that Ms. Sherman is working for the Planning Board 32 hours per week and then the other 8 hours she will be working for a headhunter that is bringing in business. Mr. Zeamer asked if this was a conflict? Mr. Barbieri said that they would not ask Ms. Sherman to go out and meet the potential business owners, it would be the Economic Development Committee. Mr. Colantonio said that there are State Agencies that handle available properties. He said that we want to be on the National Register with all the information about Holliston and potential property. He said that Ms. Sherman will do a great job doing this.

Mr. Zeamer said that he does not have a problem with an organized committee to help market and help promote Holliston as a business destination. He said that all the other Boards and Committees all have to be responsible.

Mary Greendale, Roy Ave, she said the reason that the Town Administrator is to appoint the Committee is because it has to mirror the Building Inspector and the hire/fire authority falls on the Town Administrator. She said that it is the same as the Senior Center Director and Tax Collector. She also said

that the Town Administrator and the Town Planner are in the building during the day so they can work together. Also we should keep things as internal as possible.

Ms. Sherman said we are at a disadvantage because we do not have the tools to bring in new business. Ms. Sherman said she is not sure that this will need 8 hours but she can look at the application and put in as much effort as needed.

Mr. Leary thinks that this is a great idea. Mr. Zeamer said that we should be talking about this more, and we should put it on the Town Meeting Warrant. Mr. Marsden that it will be on the Town Meeting Warrant. Mr. Leary said that Ms. Sherman would have a dual role in both departments.

MR. LEARY MOVED TO APPROVE THE PLACEMENT OF THE ECONOMIC DEVELOPMENT COMMITTEE FUNDING QUESTION ON THE TOWN MEETING WARRANT. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

AT 10:10 P.M., MR. CONLEY MOVED TO TAKE A FIVE MINUTE RECESS. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

AT 10:15 P.M., THE BOARD EMERGED FROM THEIR RECESS AND REOPENED THE MEETING.

NERAC CAMERA USAGE AUTHORIZATION – CHIEF CASSIDY

Chief Cassidy said that he is looking to borrow equipment from the North East Homeland Security Regional Advisory Council. Chief Cassidy said that NERAC has many items that towns can borrow. He said that they have heaters, quick shelters, sandbags, generators, barricades, traffic cones, light stations and message boards. He said that they have almost everything that you want, you can borrow if you are a municipality. He said that he is looking to borrow surveillance cameras for a small fee per day if they were needed. He said that he needs the signature of the Town Administrator for this. He said that the Town Administrator's signature would remain on file for any item that the Town needed to borrow. Mr. Marsden said that if the Selectmen think that there has been too much borrowing and we are finding camera's all over Town, and they are not being used correctly, does the Board have the right to cancel this authorization?

Mr. Le Beau said that the Board can revoke their permission. Mr. Le Beau said the Board will get notice of what is going to be borrowed and what it is going to be used for. He said that if things are not followed exactly, the Board can address that with the Department Head who borrowed the item.

Mr. Leary said that a policy should be put in place. Mr. Marsden said that if cameras were needed, he would like to be consulted first.

MR. MARSDEN MOVED TO AUTHORIZE THE SIGNING OF THE NERAC AGREEMENT FORM SO THAT A DEPARTMENT HEAD CAN BORROW ITEMS, BUT THEY HAVE TO CHECK IN WITH THE SELECTMEN FIRST BEFORE ANYTHING IS BORROWED. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

MIIA RISK MANAGEMENT GRANT

Chief Cassidy said that MIIA offers several grants. He said that there is a grant that is expiring at the end of the month that he would like to apply for. He said that if awarded they would have a library full of technical rescue DVD's. He said that if he receives the grant, the DVD's would come in the mail and he would send the invoices to MIIA for payment.

MR. MARSDEN MOVED TO APPROVE THE REQUEST TO APPLY FOR THE MIIA GRANT. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

OUTSIDE COUNSEL AGREEMENT – CONSERVATION COMMISSION

Mr. Conley said that the Conservation Commission is seeking permission from the Board to hire McGregor & Legere to provide legal services for the development of regulations and new a Conservation By-law. Mr. Conley said that in order to pay for this, the funds would have to come out of the Commission's revolving account.

MR. MARSDEN MOVED TO AUTHORIZE THE CHAIRMAN TO SIGN THE AGREEMENT WITH MCGREGOR & LEGERE. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

RESERVE FUND TRANSFER REQUEST

Mr. Conley said that Mr. Tartakoff, the Building Inspector has given the Board the estimate for work that needs to be done on this hand-me-down car from the police. Mr. Conley said it is around \$3,800.

Mr. Conley said that he has talked to the Highway Superintendent, Tom Smith, about this estimate and Mr. Smith said that the mechanic at Highway could do some of this work. He said that it would cost less. Mr. Leary said that Mr. Tartakoff does not put a lot of miles on the cars. He said the last car that he had he had for seven years and only put on 30,000 miles. Mr. Leary asked if the Highway Department does the work how much would it save? Mr. Conley said that he was not sure, they will narrow it down. Mr. Conley said that they will postpone this until a dollar amount can be reached.

EVENT PERMITS – WALK'N MASS, MEMORIAL DAY, LIONS CLUB, FRIENDS OF THE HOLLISTON TRAILS AND ALS.

MR. LEARY MOVED TO APPROVE THE EVENT PERMIT FOR THE WALK'N MASS EVENT ON MARCH 28, 2015. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. LEARY MOVED TO APPROVE THE EVENT PERMIT FOR THE MEMORIAL DAY PARADE ON MAY 25, 2015. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. LEARY MOVED TO APPROVE THE LIONS CLUB WHITE CANE DRIVE ON MAY 30, 2015. THE MOTION WAS SECONDED BY MR. MARSDEN. TWO IN FAVOR. MR. CONLEY ABSTAINED.

MR. LEARY MOVED TO APPROVE THE EVENT PERMIT FOR THE FRIENDS OF THE HOLLISTON RAIL TRAIL ON MAY 31, 2015. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. LEARY MOVED TO APPROVE THE EVENT PERMIT FOR ALS ON JUNE 26, 2015. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

ONE DAY ALCOHOLIC BEVERAGE LICENSES – SOS INC. AND TOP NOTCH BARTENDERS

MR. LEARY MOVED TO APPROVE A ONE DAY ALL ALCOHOLIC BEVERAGE LICENSE FOR SPECIAL OCCASION SERVERS ON MAY 8, 2015, IN THE UPPER TOWN HALL, FROM 5:00 P.M. TO 11:00 P.M. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MR. LEARY MOVED TO APPROVE A ONE DAY ALL ALCOHOLIC BEVERAGE LICENSE FOR TOP NOTCH BARTENDERS FOR JUNE 12, 2015, IN THE UPPER TOWN HALL, FROM 5:00 P.M. TO MIDNIGHT. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

WINTER RECOVERY ASSISTANCE PROGRAM

Mr. Conley said that the Town will be receiving assistance from Mass DOT for winter recovery in the amount of \$76,895. Mr. Conley said that this contract is to have the Chairman sign.

MR. LEARY MOVED TO AUTHORIZE THE CHAIRMAN TO SIGN THE WINTER RECOVERY ASSISTANCE PROGRAM IN THE AMOUNT OF \$76,895. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

Mr. Le Beau said that Attorney Barbieri is asking the Board to consider accepting Batrzak Drive as a public way. Mr. Le Beau said that if the Board agrees, this will be placed on the Annual Town Meeting Warrant as an Article. Mr. Le Beau said that it has not gone through the Planning Board yet. Mr. Le Beau said that Attorney Barbieri will be meeting with them on April 9th.

Mr. Le Beau said that he has heard from the DPW Director and the Highway Superintendent that now is not a good time to accept this road. He said that there is a lot of work that needs to be done.

He said that Mr. Tartakoff is concerned because there is still a lot of land that can be developed. He said that he is concerned about the condition of the road after large trucks are going up and down it.

Mr. Conley said after hearing this, he does not think that it should be on the spring Town Meeting Warrant. Both Mr. Leary and Mr. Marsden agreed.

TOWN ADMINISTRATOR SCREENING COMMITTEE

Mr. Conley said that there are five members that have agreed to be on the Committee. Mr. Marsden said that he has spoken with Chris Guccione and he has agreed to serve on the Committee. He said that brings the number to six members. Mr. Conley said the he is waiting to hear from one more person to bring the Committee up to seven members.

MR. MARSDEN MOVED TO APPOINT THE FOLLOWING TO THE TOWN ADMINISTRATOR SCREENING COMMITTEE – STEVEN APOSES, FRANCIS COLANTONIO, JOHN CRONIN, JACQUELINE DELICKER, LESLIE MCDONNELL AND CHRIS GUCCIONE. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

Mr. Leary said that there will be a lot of Articles on the Warrant and some by Petition.

Mr. Leary said that he would like to meet with the Finance Committee next week to talk about Article 26 for the lights in Downtown.

Mr. Leary also talked about the water surplus.

Mr. Le Beau said that Pinecrest Road has new gas lines, Mr. Reese said that now is a good time to replace the water lines before the final coat of hot-top is put down. Mr. Le Beau said that the pipes are asbestos and should be replaced.

Mr. Marsden also talked about a sir-charge that may go on the water bills or rate increase.

Mr. Leary asked if Mr. Reese could attend the next meeting to talk about this issue.

Mr. Leary asked if the Board wanted to talk about the thought of an Appointed Finance Committee instead of Elected. Mr. Conley thinks it is a great idea.

Mr. Marsden said that they have had this discussion about other Boards and Committees. He said that this was a tough year for the Finance Committee. He said that they could not always meet the required number of members. He said that there was a problem with attendance. Mr. Conley said that people want to be appointed instead of running an campaign.

AT 11:20 P.M., MR. MARSDEN MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

Respectfully submitted,

Donna A. Muzzy

approved_____