

## HOLLISTON BOARD OF SELECTMEN

August 26, 2015  
7:00 p.m.

Town Hall – Room 105  
703 Washington Street

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

Joint meeting with the Board of Health to discuss the appointment to fill a vacancy on the Board

Present: Scott Moles, Agent; Karen Spaziente and Claireann Scarmella, Board of Health members.

Mr. Moles said that Julia Lane has applied to fill the vacancy. Mr. Moles said that Ms. Lane is a nurse.

Mr. Leary asked Ms. Lane if she would consider running for the position after your term expires? Ms.

Lane said she is hoping to learn a lot and she said that she would consider it.

Mr. Conley asked Ms. Lane to tell us about herself. She said that she was a paramedic for five years.

Then she went to nursing school to become a nurse. She said that she is a visiting nurse in the

Metrowest area. She said that she is going to school for her Master's Degree in Public Health.

Mr. Marsden thanked Ms. Lane for taking the time to come for the interview and for helping out on the Board of Health.

**MR. LEARY MOVED TO APPOINT JULIA LANE TO THE BOARD OF HEALTH. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

Mr. Moles said that the Board of Health already voted to appoint Julia Lane.

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

16-09	GENERAL WARRANT	\$280,988.62
	AGENCY (890) VETERANS DISTRICT PAYROLL	\$ 1,289.50
	TOWN PAYROLL	\$115,545.63
	TOTAL PAID WARRANT	\$396,534.25

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

ACCRUED DEDUCTION LIABILITIES NOT PAID	\$ 27,914.26
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### **TREASURER'S NOTE:**

WIRE TO HEALTH INSURANCE TRUST	\$ 17,498.75
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**THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

### **COMMENTS FROM THE BOARD**

Mr. Conley said that summer is coming to an end and school will be starting soon. Mr. Conley said that he has talked with some officials in Medway and they always tell him how nice downtown Holliston is. They like the look of it.

Mr. Leary said that last year we became a Purple Heart Community. He said that Purple Heart day was August 7, 2015. Mr. Leary thanked the Veterans for all their service. He said that school will be starting September 1, 2015.

Mr. Marsden said that summer flew by.

**COMMENTS FROM THE AUDIENCE**

Scott Moles, Health Agent, thanked the Board for joining them in a joint meeting to appoint Ms. Lane to the Board of health. He said that 49 Central Street is having a new septic system installed. He said that they will need an easement to complete the project. Ted Valpey who is installing the system said that there are two walls in the system and if they take out one because it is falling apart and it will give them more room and also the area will not fill up with trash and weeds. Mr. Valpey said that the strip of property that is on Town property is about two feet wide and sixty feet long. Mr. Moles said that they would like to get this finished before winter. Mr. Leary asked why is the wall falling apart? Mr. Valpey said it is old. Mr. Marsden said that he would like to think about this. He said that he would like to talk to Chief Cassidy because the fire station is next door. Mr. Conley said that he would like to talk to the DPW Director about this as well. Mr. Reese said that he will take a look at this. Mr. Ritter said that he has talked to Town Counsel about this, and they said that this would be an easement that needs to be approved at Town Meeting.

**REPORT FROM THE TOWN ADMINISTRATOR**

Jeff Ritter, Town Administrator, said the Board approved the posting of an Economic Development Committee. He said that there are seven appointees possible. He said that we have received four letters of interest. He said that he is expecting another letter on interest within a few days. He said that he is hoping within the next two weeks, that we will have five members for the Committee. Mr. Ritter said that there is a need for an Energy Committee. He said this would be a great tool for the town and it could help several Boards. Mr. Ritter asked the Selectmen to re-establish the Energy Committee. Mr. Marsden said that we have had a few people who have been involved in the past who knew what they were doing. Mr. Ritter said that he would have this ready for the next meeting for approval. Mr. Ritter said that the update on the Green Community is that there are five criterias that we have to meet. He said that we have met four of them. He said the last one is to establish an account with Mass Insight Energy and we need to up-load the Town buildings energy account on a spread sheet. He said that to be approved by the State, and this needs to be done by September 18, 2015. He said that October 23, 2015, is the deadline for being designated as a Green Community. He said then energy audits will be done again. He said that last time this was done was in 2009. He said that this needs to be updated for us to be eligible for further funding in January 2016. He said that we are eligible for \$147,000.

Mr. Ritter said that last week we applied for a Technical Assistance Grant from DEP. He said that this is in anticipation of our solid waste and recycling contract that expires June 30, 2016. He said that DEP has offered technical assistance for us to review the current way the town is going about collecting trash and recycling. They have come up with improvements. He said that they will help us work on bid documents if necessary, or file for an extension.

Mr. Ritter said that the RFP for the Andrews School has been completed. He said that the next step is to follow up with the abutters of the Andrews School. He said that he would like to give them a copy of the RFP in advance of the meeting. Mr. Ritter said that he thinks that this will happen before the end of September.

**DRIVEWAY WIDENING WAIVER - 27 WILKENS ROAD**

Mr. Marsden said that the residents would like to widen the driveway to put more cars in it. That way they will not be parked on the street. Dan Blaney, property owner, supplied the Board with pictures. He said that he would like to bring the pavement over six feet for straight access in and out the driveway. He said that it will help in the winter for the plow driver.

Mr. Smith is aware of this and does not have a problem with it, a portion would be on Town property.

**MR. LEARY MOVED TO APPROVE THE WIDENING OF THE DRIVEWAY AT 27 WILKENS ROAD. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

**HAZARDOUS MITIGATION PLAN**

Martin Pillsbury, MAPC, and Karen Sherman, Town Planner, were present.

Please see attached plan.

**DPW DIRECTOR UP-DATE**

Sean Reese, DPW Director, was present. Mr. Reese said that he has been meeting with the Town Administrator on a weekly basis to bring him up-to-date. Mr. Reese said that Whitney Street and many streets in the Queens have a top coat on them. Mr. Reese said that there has been a lot of talk about the water ban. He said that they were pro-active in setting the ban. Mr. Reese said that Pinecrest Road is complete. Next will be Oakridge Road and Birchwood Road for the water main replacement. He said that following that will be Apple Yard and Shaw Farm Roads. Mr. Reese said that they have prepared a draft of water rules and regulations. He said that this will cover any impact to the Water Department. He said that this is a helpful tool for contractors and the staff. Mr. Reese said that in the spring, they will start the paving of Central Street from the Sherborn line up to Willow Gate Rise. He said that Willow Gate Rise to Fiske Street will be milled. Then they would get a top coat in the fall. He said that portions of Adams Street, Marshall Street to Washington Street and Adams Street to Hanlon Road. Mr. Reese said that we have had many discussions on the topic of the infrastructure of the water pipes. He said that no-one wants to pay more for anything. He said that there is now a fee on the water bill for infrastructure, to improve the aging water pipes. He said that there is about 100 miles of water pipes. He said that there is 60 miles that needs to be replaced. He said that 27% of the water pipes were installed over 50 years ago. He said that 21% of the water pipes was installed before 1960. He said that some of the pipes are over 60 years of age. He said that average age of the piping is 50 to 70 years. Mr. Reese said that summer there is a big demand for water and they try and meet those demands. He said that in winter there is not as much as a need for water. Mr. Reese said that there are few problem areas with dirty water.

Mr. Leary said that the process is in place to replace the infrastructure and to maintain the water mains. He said that the lines have been neglected for a long time and it is only going to get worse and more expensive. Mr. Leary said that we are going to have funding surcharge added to the water bill for the replacement of water mains. Mr. Leary said that this will be a benefit down the road. Mr. Reese said that we need to be pro-active before something serious happens. Mr. Leary said that it is going to take a long time to replace the water mains.

Mr. Marsden said that this is a good thing for Holliston.

Howard Sabasowitz, 91 Dunster Road, said that the presentation that Mr. Reese did was very informative. He said that he is aware that water can be a problem and it is necessary. He said that he is not questioning the up-grades that are being done. He is concerned about how the residents are going to pay for this. He said that he lives alone and uses very little water. He said that there are many houses that use a lot more than him. He said that he puts little stress on the water system. He is going to request tiers for the cost of those improvements so it would not be \$75.00 as a flat fee per quarter. He said that many residents are on a fixed income and he is one of them. He said that paying \$300. per year extra is going to be a burden. He said that he conserves as much water as he can he does not waste it. He would like the Board to consider his thought about tiers and the fees for the residents who use little water.

Mr. Reese said that they did think about that for the water tier usage. He said that the more you use the more you pay. He said that a fixed surcharge allows them a fixed amount of revenue to count on every quarter. Mr. Reese said that just because you conserve water, you still receive the benefit of the water going to your house. He said that there is fire protection. Mr. Reese said that there are exemptions that the elderly can apply for. He said that those same discounts apply to this surcharge.

#### **BOARD BUSINESS**

##### **ENGINEERING CONTRACT – GASOLINE TANKS**

Mr. Marsden said that this is to replace the gas tanks at the Highway Garage. He said that all Town Departments use the gas tanks. He said that Web Engineering did the proposal. He said that it will cost ten thousand dollars to replace it. He said that they will be taking out the old tanks and replacing them with new ones above the ground.

**MR. LEARY MOVED TO AUTHORIZE THE CHAIRMAN TO SIGN THE CONTRACT TO REPLACE THE GAS TANKS AT THE HIGHWAY DEPARTMENT. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

##### **LEASE AGREEMENT WITH THE METROWEST VETERANS' SERVICES DISTRICT**

John Givner, Veterans' Services Director was present. Mr. Givner said that his office will be located at 1750 Washington Street, with the Park and Recreation and Youth and Family Services.

**MR. CONLEY MOVED TO APPROVE AND SIGN THE LEASE WITH METROWEST VETERANS' SERVICES AND THE TOWN FOR RELOCATING THE VETERANS AGENT TO 1750 WASHINGTON STREET. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

##### **HORSE CROSSING SIGN – ADAMS STREET**

Donna Kramer, Adams Street is looking for two horse crossing sign to alert drivers that horses are closing in this area.

**MR. CONLEY MOVED TO APPROVE AND INSTALL TWO HORSE CROSSING SIGNS, ONE GORWIN DRIVE AND THE OTHER AT ADAMS STREET AND GORWIN DRIVE. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**SENIOR CENTER PARKING LOT PROJECT**

Mr. Marsden said that the Board needs to advertise a bid document for the project at the Senior Center for the parking lot. Mr. Marsden said that they are busting at the seams. Mr. Leary said that the Finance Committee is concerned that if we put more into the building and the parking lot, he is hoping that the seniors will not be looking for another place to move. This will be their home.

Mr. Conley said that the Senior Center is in a good place and they are going in a good direction. Mr. Conley said with the expansion of the parking lot, they should be able to continue to use the building for another fifteen to twenty years.

**MR. CONLEY MOVED TO ALLOW GLM ENGINEERING TO PREPARE BID DOCUMENTS AND ISSUE THE BID FOR THE SENIOR CENTER IMPROVEMENT ON THE PARKING LOT IN THE AMOUNT OF \$228,000. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MINUTES JULY 29, 2015**

**MR. LEARY MOVED TO APPROVE THE SELECTMEN'S MEETING MINUTES OF JULY 29, 2015, AS WRITTEN. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

**APPOINTMENT – TOWN ADMINISTRATOR, WEAIGHERS, STRATEGIC PLAN COMMITTEE AND OPEN SPACE**

**MR. LEARY MOVED TO APPOINT JEFFREY RITTER AS THE TOWN'S REPRESENTATIVE FOR THE METROWEST VETERANS' DISTRICT BOARD. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

Mr. Leary said that Electronic Recyclers is requesting that their Weighers be appointed

**MR. LEARY MOVED TO APPOINT ANTHONY DEMORE, PAUL GARNEAU, RANDY BICKFORD, ISAAC KING, HECTOR TORRES, SHERRI MANNERING, GARY KEITH AND KEITH PAQUETTE AS SWORN WEAIGHERS FOR ELECTRONIC RECYCLERS FOR A TERM TO EXPIRE JUNE 2016. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

Mr. Leary said that the Open Space Committee is looking to fill a vacancy on the Committee with Patrick Doering.

**MR. CONLEY MOVED TO APPOINT PATRICK DOERING TO THE OPEN SPACE COMMITTEE FOR A TERM TO EXPIRE JUNE 2017. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

Mr. Marsden said that the School has asked for a representative that they added to the Strategic Plan Committee.

Mr. Marsden said that the schools come's up with a plan every five years. He said that there needs to be a representative from the Board of Selectmen appointed to this Committee.

**MR. MARSDEN MOVED TO APPOINT KEVIN CONLEY AS THE BOARD'S REPRESENTATIVE FOR THE SCHOOLS STRATEGIC PLAN COMMITTEE AS A NON-VOTING MEMBER. THE MOTION WAS SECONDED BY MR. LEARY. TWO IN FAVOR. MR. CONLEY ABSTAINED.**

**ECONOMIC DEVELOPMENT COMMITTEE RESIGNATION**

Fran Colantonio has sent in his letter of resignation from the Committee. Mr. Marsden said that Mr. Colantonio has been a long serving member of the Committee.

**MR. LEARY MOVED TO ACCEPT THE LETTER OF RESIGNATION FROM MR. COLANTONIO. THE MOTION WAS SECONDED BY MR. CONEY. ALL IN FAVOR.** Mr. Marsden said that he will be missed, he did a great job. Mr. Conley said that the Board will send Mr. Colantonio a letter of thanks for all his years of service to the Town.

**EVENT PERMIT – PANTHER CLASSIC ROAD RACE, CELEBRATE HOLLISTON PARADE, CYSTIC FIBROSIS FOUNDATION CYCLE FOR LIFE AND REMAX 5K ROAD RACE**

**MR. CONLEY MOVED TO APPROVE THE 5K ROAD RACE FOR THE PANTHER CLASSIC ROAD RACE ON SEPTEMBER 13, 2015, FROM 9:30 A.M. TO 10:30 A.M. STARTING AT THE HIGH SCHOOL PARKING LOT. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE THE CELEBRATE HOLLISTON PARADE ON SEPTEMBER 19, 2015, STARTING AT 9:00 A.M. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE THE CYSTIC FIBROSIS FOUNDATION CYCLE FOR LIFE ON OCTOBER 3, 2015, STARTING 6:00 A.M. AND ENDING 4:00 P. M. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE THE REMAX 5K ROAD RACE ON SEPTEMBER 20, 2015, STARTING AT 9:00 A.M. TO 11:00 A.M. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**ONE DAY ALCOHOLIC BEVERAGE LICENSE – JOHN HARVARD'S AND KNIGHTS OF COLUMBUS, GALLAGHER WEDDING, SPECIAL OCCASIONS SERVERS**

**MR. CONLEY MOVED TO APPROVE A ONE DAY ALCOHOLIC BEVERAGE LICENSE FOR JOHN HARVARD'S ON OCTOBER 3, 2015, FROM 11:00 A.M. TO 5:00 P.M. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE A ONE DAY ALCOHOLIC BEVERAGE LICENSE FOR THE KNIGHTS OF COLUMBUS ON SEPTEMBER 26, 2015, IN THE UPPER TOWN HALL FROM 4:00 P.M. TO 11:00 P.M. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE A ONE DAY ALCOHOLIC BEVERAGE LICENSE FOR THE GALLAGHER WEDDING ON SEPTEMBER 15, 2015 AT THE HISTORICAL SOCIETY. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE A ONE DAY ALCOHOLIC BEVERAGE LICENSE FOR SPECIAL OCCASION SERVERS FOR A CLASS REUNION ON OCTOBER 10, 2015, IN THE UPPER TOWN HALL FROM 5:00 P.M. TO MIDNIGHT. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MEMORANDUM OF UNDERSTANDING FOR THE ENGINEERING AND ARCHITECTURAL DESIGN OF THE GATES FIRE STATION**

Mr. Marsden said that the Gates Fire Station is in East Holliston and they are getting a new fire truck. He said that the station is a little too small, so it needs some work done to it. Mr. Marsden said that they would like to start the work now because the new engine #3 will not fit in the station. He said that they are not looking to have a new station, only to make this one big enough for the engine. Mr. Leary said that they are going to raise the roof of the building.

**MR. CONLEY MOVED TO AUTHORIZE THE CHAIRMAN TO SIGN A LETTER OF MEMORANDUM OF UNDERSTANDING FOR THE ALTERATIONS ON THE GATES FIRE STATION. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**SPECIAL TOWN MEETING**

Mr. Marsden said that it is time to open the Warrant for the October 26, 2015, Special Town Meeting.

**MR. LEARY MOVED TO OPEN THE WARRANT FOR THE OCTOBER 26, 2015, SPECIAL TOWN MEETING, THIS WILL STAY OPEN UNTIL SEPTEMBER 9, 2015. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

Mr. Leary read Life Savings Award letters for Officer Scott Downey and Officer Todd Hagan.

Mr. Leary said that he attended the Finance Committee meeting last night and they were developing a Liaison list. He said that the Selectmen's list needs to be updated as well.

Mr. Leary said that in the past, they have had Coffee Hour and that worked well. He said that he would like to start up again. Mr. Marsden said he would do October 17, at 11:00 a.m., Mr. Leary will do November 14, at 9:00 a.m. and Mr. Conley will do December 12, at 9:00 a.m. all at Coffee Haven. Mr. Leary said that there would not be an agenda, it would be public comment.

Mr. Marsden suggested that the Board have a meeting at 1750 Washington Street, the new building. Mr. Marsden said that he will check with the Park and Recreation and the Youth and Family Services to see if this is something that they would like to have in their building.

**AT 8:40, P.M., MR. LEARY MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

Respectfully submitted,

Donna A. Muzzy

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