

HOLLISTON BOARD OF SELECTMEN

March 16, 2016
7:00 p.m.

Town Hall
Selectmen's Meeting Room – 105

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

AT 7:01 P.M., MR. CONLEY MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS NON UNION CONTRACTS. HE SAID THAT EXECUTIVE SESSION WOULD LAST ABOUT 30 MINUTES. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

A ROLL CALL VOTE WAS TAKEN

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

AT 7:35 P.M., THE BOARD EMERGED FROM EXECUTIVE SESSION AND MOVED TO OPEN SESSION.

MR. CONLEY MOVED TO APPROVE THE FOLLOWING WARRANT

16-38	GENERAL WARRANT	\$ 195,653.30
	MEALS TAX (220)	\$ 25.07
	PAY.COM (APPLICATION FOR MEDICARE HEALTH)	\$ 767.40
	EXPENDABLE TRUST (722) HOUSING TRUST	\$ 2,556.73
	PERFORMANCE DEPOSITS (801)	\$ 28,930.00
	AGENCY (890) VETERANS DISTRICT	\$ 439.37
	AGENCY (890) VETERANS DISTRICT PAYROLL	\$ 1,302.01
	TOWN PAYROLL	\$1,078,382.29
	TOTAL PAID WARRANT	\$1,306,754.16

ACCOUNTANT'S NOTE:

ACCRUED DEDUCTION LIABILITIES NOT PAID	\$ 210,748.37
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TREASURER'S NOTE:

WIRE TO INSURANCE TRUST	\$ 174,790.78
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THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

COMMENTS FROM THE BOARD

Mr. Conley wished everyone a happy St. Patrick's day. He said that last week, there was a roast at Anthony's on the Green. He said that they had a great time.

Mr. Marsden said Anthony's on the Green is having a corn beef and cabbage dinner tomorrow night.

REPORT OF THE TOWN ADMINISTRATOR

Mr. Ritter said the Wild Fire Community Preparedness Day funded a grant to the fire Department in the amount of \$500.00. He said that this is for public education and awareness to prevent forest fires.

Mr. Ritter said that the bid documents for 1750 Washington Street are in place. He said that we will be advertising this project. Mr. Ritter said that they would like this project completed by the end of August. Mr. Ritter said that the Board of Selectmen are posted to meet on Saturday at 10:00 a.m., to start the interview process for the Community Farm Advisory Committee.

Mr. Marsden said that there are seven slots and we have ten applications. He said that they are asking for specific backgrounds. He said that the Board should look at all the applications and review them to see if all the specifications are met. He said they may be able to save some time by doing this.

Mr. Conley thought that was a good idea.

Mr. Leary said that he would like to interview everyone for 20 minutes each. He said that it should take about three hours. Mr. Marsden asked if this was going to take place on a Saturday or a Tuesday evening?

Mr. Conley said that if Mr. Leary feels that strongly he would back him.

Mr. Ritter said that the Board is posted for Saturday. Mr. Marsden said that he can't make it.

He said to pick a night. Mr. Marsden said Monday March 21, at 6:00 p.m.

Mr. Leary asked if these applicants would be available on Monday. Mr. Ritter said that he would reach out to them.

Mr. Ritter said that the Senior Center, there is going to be a seminar on creating a Dementia Friendly Community. He said that Attorney Arthur Bergeron will be talking about this. He said that this will take place on Thursday, March 17, 2016, at 1:00 p.m. at the Senior Center.

Mr. Ritter said that the prescription take back day will be April 30, 2016, at the Police Department. Mr. Leary said that the Police Station has a kiosk to take back prescription drugs any time. He said that they are open twenty-four hours a day, seven day, a week so it is very convenient. They do not take back liquids or sharps. The sharps can be taken to the CVS and the liquid can be poured down the drain.

Mr. Ritter said that there will be an Elder Law 101 class. Attorney Arthur Bergeron will be giving the lecture. He said that anyone over the age of 55 is welcomed to join them on Thursday, April 21, 2016, at 1:00 p.m. He said that the bids have been received for the parking lot renovation. He said that GLM will be reviewing the bids to make sure that the low bidder is bidding on what was in the bid package. Mr. Ritter said that they will be meeting with Eversource to discuss the utility pole that is in the parking lot.

Mr. Ritter said that on the Senior Center improvement project, we have received our reimbursement from the Commonwealth in the amount of \$30,000. He said that makes the total receipt from the Commonwealth \$60,000. He said that with those funds, there has been work in the kitchen, next the bathrooms. Mr. Ritter said that the Police Department will be offering a work place violence training seminar for Town employees on April 15, 2016, and April 22, 2016.

BUDGET REVIEWS (TREASURER/COLLECTOR, AMENDED: SELECTMEN)

Mary Bousquet, Treasurer/Collector, was present. She said that her budget is revised. She said that she would like to take the Assistant Treasurer's position that is 28 hours per week and make it 35 hours per week. She said that the difference is \$1,374. She said that this is for this FY 2017.

MR. LEARY MOVED TO APPROVE THE REQUEST FOR THE ASSISTANT TREASURER POSITION TO GO FROM 28 HOURS PER WEEK TO 35 HOURS PER WEEK, THE TOTAL INCREASE IS \$1,374 FOR FY 17. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

PETER TARTAKOFF, BUILDING INSPECTOR (REVOLVING ACCOUNT INCREASE)

Mr. Ritter said that Mr. Tartakoff is out sick and would not be able to make it. Mr. Ritter said that in the Annual Town Meeting Warrant, there is an article that sponsors a series of reauthorizations of Revolving Funds. He said that the article is capped at \$70,000. What Mr. Tartakoff is asking that given the increase in the building permit fees, he would like to increase the dollar amount to \$100,000. He said that these fees are from gas and electrical permits. Mr. Ritter said that these fees were increased by the Board there is more revenue coming in. Mr. Ritter said that Mr. Tartakoff would like those funds put in his Revolving Account.

Mr. Leary said that the Building Department is getting very busy.

Mr. Marsden said that most of the services for the Building Department is salary. Mr. Marsden said that these funds can go to continuing education and code books.

MR. LEARY MOVED TO INCREASE THE REVOLVING ACCOUNT FOR THE BUILDING INSPECTOR FROM \$70,000 TO \$100,000. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

DOWNTOWN DISCUSSION (MCMAHON RESPONSE TO QUESTION)

Mr. Marsden said that he would like to table this discussion for now.

BOARD BUSINESS

Annual Town Meeting Warrant-Mr. Marsden said that this is just a draft. Mr. Leary said that they can look at it. Mr. Leary said that the Planning Board has a meeting tomorrow to discuss the possibility of adding an amendment regarding cannabis. He said that the meeting has been re-scheduled to March 24, 2016. Mr. Leary said that the Warrant closes this Friday, March 19th, but it is not uncommon to re-open the Warrant to add Articles.

Mr. Ritter said that all the Articles are lettered in the draft. But in the actual Warrant, they will be numbered. He said that there are a few Articles that the Board may want to get rid of before Town Meeting. He said that there is an Article for the Finance Committee to be appointed. Mr. Leary and Mr. Marsden thinks that the Finance Committee should all be elected.

Mr. Leary asked Mr. Ritter about the golf course improvements. He said that they are looking for new cart paths. Mr. Ritter said that would be taken care of by the Golf Course Advisory Committee budget. Mr. Leary also talked about the demolition of the Flagg building. Mr. Leary said that the school would like the Town to take over this project. Mr. Leary said that he did not have a problem with that but he wanted the School Committee to sign-off on this, and to keep in mind that the Flagg Building will be taken down.

Mr. Leary asked Mr. Ritter about the dams in Town. He said that he had not had a chance to look at it.

REPUBLIC SERVICE TRASH & RECYCLING

Terry Grady and Michael Szczepan were present from Republic Services to talk about a new program.

Mr. Grady said that they have been discussing different types of options that are available to the Town. He said that there are a few different size carts to choose from for trash. He said that we have discussed staying with the same service that we have now. Mr. Grady said that we can continue using the same bins that we do now, and maybe in a year move to the automatic pickup. Mr. Grady said that he would like residents to attend the meetings so that they can get all the information that they need to make a decision.

Mr. Conley said we pay \$722,056 and Republic Service is proposing for the first year \$720,525 and the barrels (carts) are included. Mr. Grady said yes the carts are included in the cost. Mr. Grady said that we are looking to use the 45 gallon cart for once a week trash pickup and a 95 gallon for recycling and that will be picked up every other week.

Mr. Conley said that there is an annual adjustment of 3%. He said that after three years, the cost will be \$764,405. Mr. Grady said that it will be 3% after year one and 3% after year two. Mr. Conley said that in year four or five there is the option to renew at a 3% increase.

Mr. Grady said correct. Mr. Conley said that after year five that would bring it up to \$810,957. He said that is a total of 12% increase. Mr. Conley said that he likes a flat fee for a five year program. Mr. Grady said that if that were to happen, they are giving you a third year pricing. He said that the start number would not be where it is today. Mr. Grady said that they are going to have cost increases. He said repairs, gas, tires, health care and salaries it is all built into the contract.

Mr. Conley asked if there is an option to get a set amount over the three years with the option for two more. Mr. Grady said that they would have to look at the set amount and make sure that everyone understands it.

Mr. Grady said that he thinks that we would have to look at the five year number and add together and then divide by five and that would be your fixed number.

Mr. Conley asked what is a fuel adjustment? Mr. Grady said that we have that in our contract now. He said that as gas prices go up and down, they adjust the gas price. Mr. Grady said that he is sending a check every quarter back to the Town because the price of gas has been going down. He said that if the price goes up, then the Town will be paying for it. Mr. Grady said that he gets the gas price from the National Index.

Mr. Marsden asked the Board to think about this some more.

Mr. Leary said that the carts are the way to go. Mr. Leary said that we have had a few comments from residents about the carts. Mr. Leary asked what if the Town purchased the carts. Mr. Grady said that we could. Mr. Grady said that he would have to re-work the contract price.

Mr. Leary asked if we purchased the carts, would Republic Service be willing to service them. Mr. Grady said yes.

Mr. Marsden said that the Board is going to do some homework.

Mr. Szczepan said that there is a mirror in the truck so the driver can see what is being dumped.

Mr. Leary said that he is concerned about the tipping fee going up with a larger container.

Mr. Leary said that if we go with the carts Republic Services will be saving on gas and personnel. He said that the drivers are more likely not to get hurt picking up something heavy.

Mr. Leary asked if every Town that Republic services do they have their own truck. Mr. Szczepan said yes. Mr. Szczepan said that if Holliston chooses to go with the cart system, they will purchase new trucks.

Mr. Leary asked Mr. Grady what local Towns use the cart system? Mr. Grady said the Town of Bellingham and Town of Marlboro.

Mr. Grady said that he would send Mr. Leary a list of all the Towns that they service that use carts.

Mr. Marsden said that the Board will do their homework this week and get back to Republic Service next week.

CONSTRUCTION ENGINEERING DESIGN CONTRACT (PINECREST)

Mr. Marsden said that this contract is with A.P. Associates for the water mains on Pinecrest Road.

MR. LEARY MOVED TO AUTHORIZE THE TOWN ADMINISTRATOR TO SIGN THE AGREEMENT WITH A.P. ASSOCIATES FOR THE WATER MAINS ON PINECREST ROAD. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

NOTICE OF AWARD (PINECREST ROAD)

MR. LEARY MOVED TO AUTHORIZE THE CHAIRMAN TO SIGN THE CONTRACT WITH S.P. GENERAL CONTRACTING FOR THE WATER MAIN WORK ON PINECREST ROAD. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

SUN EDISON PILOT AGREEMENT

Mr. Marsden said that SunEd has signed the agreement.

MR. CONLEY MOVED TO APPROVE AND SIGN THE SUNED PILOT AGREEMENT. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

ANDREWS SCHOOL

Mr. Marsden said that at the last meeting they asked a builder to take a look at the building to give the Town an assessment on the condition of the building. He said that he had not be able to get to that but he will very soon.

Mr. Marsden said that a place holder has been placed on the Warrant. He asked the Board if they wanted to sell the Andrews School? He said that they have discussed this in the past.

Mr. Leary said that we should keep the place holder for the Andrews School. Mr. Marsden said that he would get in touch with a contractor to have him take a look at the building.

Mr. Marsden said that Ms. Minihan has put together all the comments and suggestion that were sent to the Selectmen's Office about downtown and the traffic lights. Mr. Marsden said that there 25 new comments. He said that there were a few duplicates.

Mr. Marsden said that he will see if all the comments can be put on the Towns website.

Richard Kattman, 49 Grove Street, said he is a Landscape Architect. He said that the Gulf Gas Station may be a good purchase for the Town for parking. He said that a septic system could be put on the lot as well.

Mr. Leary told Mr. Kattman that he has done a drawing of the downtown area. Mr. Leary said that the drawing has bump-outs. Mr. Leary said that the plan that the Board was looking at did not have any changes to the curbs. Mr. Kattman said that Natick and Wellesley have done much more in terms of

beautification that what this engineering proposal does. He said that we have the opportunity at this point to improve the beauty of downtown in addition to the safety of the pedestrians.

Mr. Leary said that beautification was not something that McMahon and Associates was asked to do.

Mr. Kattman said that we have re-done Church Street, Grove Street and Elm Street and there is new curbing. He said that not much planting has been done. He said that if Washington Street does get re-designed, there should be plantings.

Mr. Leary said that he thinks that after the Engineering work has been done, and the lights are in, then we can think about the beautification of the area.

Paul Saulnier, Church Street and Holliston Reporter, asked if McMahon and Associates made any changes to the downtown plans once they looked at all the comments?

Mr. Marsden said that he does not believe they did.

Mr. Conley asked if we just put in two lights, and then if we needed the third could we do it? Mr. Leary said do you think we could add all the detail that Mr. Kattman has to the existing plan. He said if we do this, then McMahan and Associates may say we have to move the lights to other locations because of the bump-outs.

Mr. Marsden said that McMahan and Associates are the experts in traffic.

Mr. Marsden said that all the comments will go on the Town's website. Mr. Marsden said that the Warrant needs to be printed by the end of April. Mr. Marsden said that on March 30, 2016, they will have the final plan for review.

AT 9:29 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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