

HOLLISTON BOARD OF SELECTMEN

April 13, 2016
7:00 p.m.

Holliston High School
370 Hollis Street – Auditorium

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

MR. CONLEY MOVED TO APPROVE THE FOLLOWING WARRANT

16-42	GENERAL WARRANT	\$ 571,018.01
	STUDENT ACTIVITY (8030) MIDDLE	\$ 65,556.00
	COMMUNITY PRESERVATION (235)	\$ 105.90
	CAPITAL PROJECTS (3900)	\$ 4,000.00
	EXPENDABLE TRUST (722) HOUSING TRUST	\$ 154.36
	PERFORMANCE DEPOSITS (801)	\$ 23,988.43
	AGENCY (890) VETERANS DISTRICT	\$ 98.00
	AGENCY (890) VETERANS DISTRICT PAYROLL	\$ 1,302.00
	TOWN PAYROLL	\$1,135,500.40
	TOTAL PAID WARRANT	\$1,798,421.10

ACCOUNTANT'S NOTE:

ACCRUED DEDUCTION LIABILITIES NOT PAID	\$ 223,046.49
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TREASURER'S NOTE:

WIRE TO HEALTH INSURANCE TRUST	\$ 181,217.13
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THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

REPORT OF THE TOWN ADMINISTRATOR

Jeff Ritter said that there will be a bid opening on April 20, 2016, for the renovations to the bathrooms at the Senior Center. He said that this Friday April 15, 2016, there will also be a meeting about the parking lot at the Senior Center. He said that there will be a utility meeting to talk about the cost of putting the utilities underground.

COLLINS CENTER – CAPITAL IMPROVEMENT PLAN

Monica Lamboy, from the Collins Center, said this company offers technical assistance to municipalities. She said that they offer many different things, including leadership training. She said that she is attending this meeting tonight to talk about Capital Improvements.

Ms. Lamboy said that when a Capital Plan is put in place, the staff is the most important part. She said that your staff will have some great ideas. Ms. Lamboy said that the Collins Center will be meeting with every Department Head to talk about their needs. She said that they will offer one on one assistance for up to two Departments. Ms. Lamboy said that they will look at our current spending. Ms. Lamboy said that they will look at communities that are comparable to Holliston. Ms. Lamboy said that one of the tough things is to match what the Department needs.

Mr. Conley asked if there was going to be a Capital Planning Committee? Ms. Lamboy said that in some cases they did not have enough members to hold a meeting and things took too long to do. She said

that in some cases the Finance Committee took over the Capital Requests. Mr. Conley asked if the schools would have a separate Capital Plan? Ms. Lamboy said no, it would all be included in one big plan.

Mr. Marsden said that we have had great success working with the Collins Center.

MR. LEARY MOVED TO APPROVE THE SIGNING OF THE CONTRACT WITH THE COLLINS CENTER. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

Mr. Marsden said that this Collins Center work will be paid for by the Community Compact Grant that the Town received a few months ago.

Beth Liberty, Finance Committee, said that this will be a data base for all our buildings and equipment. Ms. Lamboy said that they are not doing an asset inventory. She said that there are firms that do that type of work.

Ms. Liberty said that the first step should be an inventory of assets. She said that way we know what we are starting off with.

Ms. Lamboy said that if we are able to have a full inventory at the beginning that is fabulous. She said that it is good for financial planning. She said that she would not want to miss this opportunity with the grant funds that are being offered.

Michelle Zeamer, Finance Committee said that the Finance Committee has changed their definition of Capital requests. Ms. Zeamer asked Ms. Lamboy what is her definition of a Capital request is? Ms. Lamboy said anything that is land based, water, infrastructure, buildings or large equipment. She said that a single computer is not a Capital request, but 30 computers would be. Ms. Zeamer asked if the Collins Center would be working on Building Maintenance. Ms. Lamboy said no.

BOARD BUSINESS

RESERVE FUND TRANSFER REQUEST – KING INFORMATION MANAGEMENT SYSTEM

Mr. Leary said that he would like to see a copy of the contract with King Information Management System before he agrees to this.

Mr. Conley said that he would like to see the contract first.

There was no motion.

ONE DAY ALCOHOLIC BEVERAGE LICENSE

MR. LEARY MOVED TO APPROVE A ONE DAY LIQUOR LICENSE FOR A WEDDING IN THE UPPER TOWN HALL ON MAY 28, 2016, FOR SPECIAL OCCASIONS SERVERS. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

EVENT PERMIT – HYBSA OPENING DAY

MR. LEARY MOVED TO APPROVE THE HYBSA OPENING DAY PARADE ON MAY 1, 2016. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

APPOINTMENTS – PER DIEM DISPATCHER AND ON-CALL FIRE FIGHTERS

Mr. Marsden said that Chief Cassidy is requesting the Michael Quintin be appointed as a Per Diem Dispatcher.

MR. LEARY MOVED TO APPOINT MICHAEL QUINTIN AS A PER DIEM DISPATCHER. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

MR. LEARY MOVED TO APPOINT MICHAEL QUINTIN AS A SEASONAL FIRE FIGHTER. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

MR. LEARY MOVED TO APPOINT JOSEPH CUMMING AS AN ON-CALL FIRE FIGHTER. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

REQUEST OF FEE WAIVERS – HOLLISTON IN BLOOM

MR. CONLEY MOVED TO APPROVE THE WAIVER OF FEES FOR THE UPPER TOWN HALL FOR THE HOLLISTON IN BLOOM FASHION SHOW ON MAY 22, 2016. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

GOLF COURSE NET REPAIRS

MR. LEARY MOVED TO APPROVE FUNDS FROM THE GOLF COURSE SURPLUS ACCOUNT TO REPAIR SOME OF THE NETS AT THE DRIVING RANGE. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

Mr. Marsden said that the Planning Board has submitted two additional Articles for the Town Meeting in May. He said that one is for the transfer of land on Chamberlain Street. Mr. Marsden said that the Board has already approve that one, but the Attorneys may want clarification down the road. He said that this land is for Habitat for Humanity.

MR. LEARY MOVED TO OPEN THE WARRANT FOR THE MAY TOWN MEETING. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

Mr. Marsden said that there is a By-law that will amend the Zoning By-law about adult entertainment.

MR. LEARY MOVED TO ADD THESE TWO PLANNING BOARD ARTICLES TO THE WARRANT FOR THE MAY TOWN MEETING. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

MR. LEARY MOVED TO CLOSE THE WARRANT. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

Mr. Ritter said that he has prepared the final draft of the Warrant. He said that there are thirty-five articles.

Mr. Marsden said that they will take a 20 minute recess and open the hearing at 8:00 p.m.

AT 8:00 P.M., THE HEARING OPENED UP FOR THE DOWNTOWN SIGNALIZATION – PUBLIC HEARING

Mr. Marsden gave a brief summary of the lights in downtown. He welcomed Maureen Chlebek from

McMahon and Associates. She said that she is sure that most of the residents have seen the plans that have been drawn up. She said that they have proposed to signalize intersections at three locations, Hollis Street at Washington Street, Central Street at Washington Street and Exchange Street at Washington Street. She said that they have had a lot of comments about the downtown area. She said that the Town collected all the comments and then sent them to McMahon and Associates for them to take a look at. She said that they were asked to put the comments into categories and then respond. Ms. Chlebek said that they responded to all the comments and they are posted on the Town's web page. She said that safety is first on their list. Ms. Chlebek read a few of the questions from residents. She said that they should be posted in areas that have high pedestrian traffic. She said that there is concern about traffic signal plans and timing. She said that they are very sophisticated and can change the pattern going north in the morning and change it at night. Ms. Chlebek said that someone asked about Charles Street being a one way, and if it could change. She said that they did not even look into it, they focused on lights at the busiest intersections. Ms. Chlebek said that they started this traffic study in 2013. She said that two lanes going in both directions is what we need to make traffic flow smoother. Ms. Chlebek said that many people asked to reduce the speed limit, she said that it is not effective. She also said that there were a number of comments about the parking spots that were going to be taken away. She said that they are not taking away any parking spots on the side streets. She said that with the plan that they want to use, eleven parking spots will be taken away.

Ms. Chlebek said that another comment was putting trees in the median strip. She said that it will not be big enough. She said that there were question about bump outs. She said that they can cause trouble for storm water management. She said that she knows that the DPW does not want to have bump outs. She said that it would not help in the winter for plowing.

Ms. Chlebek said that they receiver about 48 comments and they put them together into groups. She said that there were many asking the same questions.

Ms. Chlebek had a slide show on traffic.

David Dysert, 355 Adams Street, said that cars can be backed up to eleven hundred feet. He said that if we go to two lanes, we will only be backed up seven hundred twenty feet.

Ms. Chlebek said that would be on average.

Jean Crowley, 770 Washington Street, owner of the Fiske's building, asked if the lights were going to be synchronized. Ms. Chlebek said yes. Mr. Crowley said that he is concerned about plowing the snow with a double lane, cars are still going to park there. Ms. Chlebek said that they should not be parking in that second lane. It would cause a problem.

Mr. Leary said that snow is going to cause a lot of problems. Mr. Leary said that with or without snow people who live on Washington Street are going to have a hard time getting in or out of their driveways. Mr. Crowley said that a single lane road would allow for more flexibility with snow plowing.

Mr. Crowley said that it is too tight of an area and will cause a lot of problems.

Richard Boylin, 21 Concord Street, said that he is very close to the intersection of Washington Street and Concord Street. He said that he sees back up at this intersection all the time. He said that we are not going to solve the traffic problem. He said that this is a problem that can't be solved. He said that we will be giving up a lot for the four lanes that does not include the expense. He said that if we do this, we will only get a slight improvement in traffic.

Kip Fenton, 655 Marshall Street, asked Ms. Chlebek what is our current condition quing length during peak hours?

Ms. Chlebek said that she did not know because Washington Street does not stop for a signal it is continuous.

John Varrell, 928 Washington Street asked if the bump outs at the sidewalks would it make it safer for pedestrians to cross? Ms. Chlebek said yes.

Mr. Varrell said that we are picking the plan that is not as safe as the one with the bump-outs. Ms. Chlebek said that we are taking away a crosswalk in downtown. She said that we are putting in three signalized crosswalks that work as exclusive pedestrian crossing. She said that means that when the signal is pushed, all the lights turn red for all cars to stop at all the lights.

Steve Hedrick, 108 Norland Street, said that there will be four lanes, and then they are narrowing down to two, one in each direction. He said now we will have to merge back into the flow of the traffic. He said that for two blocks we will have the four lanes. He said that he thinks we will have more fender benders.

Mr. Leary said when you come from Milford by Fortune Boulevard, we do the same thing, we merge into traffic. Mr. Leary said that these lanes work. He said that drivers get used to it. Mr. Leary said take a drive down route 20 in Marlboro there are many intersections that you have to merge.

Mr. Crowley said that there is no street parking on route 20. He said that it is a different situation.

Mr. Conley said that he sent an email to McMahon and Associates about a single lane approach. He said that the answer was very involved. Mr. Conley said that in the morning there will be a two minute and forty one second delay getting through downtown. Mr. Conley said that everyone wants lights in downtown. He said that he is concerned about two lanes merging into one. He said that he does not want to see a bottleneck happen. He said that the intersection in Milford that Mr. Leary was talking about, yes you have to get out in front of the other cars, or else it will take you forever to get home.

Parashar Patel, 3 Metcalf Drive, said that when he drops his daughter off at the high school the two minutes and forty one seconds does not seem like a long time, but it will take forever he said that drivers will drive more dangerously. He said that they would get frustrated.

Alison Quinan, 37 Pilgrim Road, said that she said that there is no comparison to the intersection in Milford and downtown Holliston. She said that there is no parking on the street. Also, there are no driveways. Ms. Quinan said that Ms. Chlebek said that this plan is only at 10%. She asked if this is not the final plan, what are we going to vote on?

Ms. Chlebek said that some things that can be changed are signal fazing and timing. She said that we will be voting on the concept of the three signals and the lane arrangements. She said that this is really the planning stage of the project.

Ann Chipman, 116 Stagecoach Road, asked what is Ms. Chlebek's professional opinion on the lane merging?

Ms. Chlebek said that they apply taper rates that apply to what is recommended professionally. She said that they applied urban design elements so they could reduce the tapering of the turn lanes. She said that they are adequate.

Katie Frassinelli, 29 Irving Place, asked how many signal lights there would be and what kind of signage?

Ms. Chlebek said that there are federal guidelines to follow when designing signals. She said that at the approach, you need to see two signal heads. She said that one should be over head.

Mr. Crowley asked if she mentioned how many cars would get through if there were two lanes?

Ms. Chlebek said that we are processing the same number of cars if it is one lane or two lanes, it is just a matter of how long it takes. She said that when the light is green, yes more cars can go through the intersection.

Mr. Crowley said that if the cars are going through downtown faster, then there should be a longer line at Washington Street and Concord Street.

Ms. Chlebek said that they did not analyze the other intersections in Town. She said that they only looked at downtown. She said that the Phipps Hill light and Rossini Corner are too far away to be involved with the downtown coordination system.

Mr. Crowley said that with the cars backed-up they will go through Mudville to try and avoid it.

Ms. Chlebek said that cars will try and go around by going through Mudville, they know that will happen.

Mr. Crowley said that we are just pushing the problem down the road.

Martha Devoe, 35 Robin Hill Road, asked about the second lane and making it a turn lane only, has that been looked at and would it help?

Ms. Chlebek said that yes they were asked to look at that. She said that there is a memo on the website about it.

George Gove, 381 Central Street, asked about Hollis Street if we take a right onto it, there is a street to the left. He said that there is an arrow point straight he said that is Charles Street and that is a one way.

Me. Leary said that it would be going across to Charles Street.

Warren Chamberlain, 16 Roy Avenue, also Planning Board member. He said that he has lived in town for 50 years. He said that he goes to work down Exchange Street and comes home the same way. He said that he has also done his own informal traffic study. He said that he work for a traffic study company in the past. He said that at Exchange Street it is being used as a turning lane now, even though there are no lines in the road. He said that he does not believe that we need two through lanes of traffic. He said to leave the marking on the road, put the lights up. He said that if traffic does not improve, we can always go back and paint the lines.

Howard Hager, 425 Winter Street, asked if after rush hour, will the lights go to blinking is this still on the plan?

Ms. Chlebek said no.

Michelle Zeamer, 583 Winter Street, asked if Ms. Chlebek knew how many cars will be going down Central Street?

Ms. Chlebek said that going north taking a right onto Central Street, about 202 vehicles. She said that about eleven hundred go through town so that is less than 20% taking a right onto Central Street.

Stacey Raffi, 20 Arthur Street, asked between Exchange Street and Central Street. She said that drivers need to make six decisions. Is someone coming out of Central Street going to beat the red light, or take a right on red? Are any pedestrians going to be crossing the street? Is anyone getting in or out of their car? Are there cars pulling out of parking spaces? Is anyone pulling out of a driveway? Merging two lanes to one, who has the right of way?

Ms. Chlebek said that being in a downtown area, there are a lot of conflicts going on at the same time. She said that cars will get a chance to get out of Central Street onto Washington Street one at a time. She said that with the signal, they will be safer.

Serina Keating, 178 Chamberlain Street, said that she thinks that traffic will be worse at Hollis Street and Washington Street.

Ms. Chlebek said that there is not a lot of change at that intersection, but the lights will be coordinated. She said that Hollis Street will have its own phase for traffic, so it will be easier to get onto Washington Street from Hollis Street.

Eric Maki, 79 Winthrop Street, said that he is a traffic engineer as well. He said that he has worked with Ms. Chlebek in the past. He said that this is a challenging problem. He said that a lot of cars pass through Holliston every day. He suggested that in the south bound direction we can lose the second lane and put back the left turn to Exchange Street. He said that if you watch the simulation it is not used very well. He said that the level of service is the same results. He said that would restore the five parking spots heading to Milford. He said that would give us the opportunity to move the center lane towards the Mobil Station. He also suggested bump outs at the crosswalks. He said that the crosswalk at Central Street is very long. Mr. Maki suggested the McMahon and Associates look at the simulation again, because people drive two lanes if there are no cars parked in front of Fiske's. He suggested a protected phase for the final design.

Kip Fenton, 655 Marshall Street, said that he does not think that a single lane through Town will pass at Town Meeting.

Paul Saulnier, 29 Church Street, asked about the crosswalk at the Mobil Gas Station, was there any talk about moving it closer to Exchange Street?

Ms. Chlebek said that anytime that there is a gas station, a tanker truck has to get in and get out so they need two driveways.

So in order to move the crosswalk, they would have to close one of the driveways to the gas station.

Ms. Chlebek said that they are not changing the curve line of the street so there are many options.

Michael Bombardieri, 123 Hollis Street, asked how long would the light stay red?

Ms. Chlebek said that it would depend on the time of day and traffic conditions.

Mr. Bombardieri asked if high school traffic at opening and closing was factored into this?

Ms. Chlebek said that is a specific detail that can be worked out during the design.

Mr. Bombardieri asked if we were looking the crosswalk in front of the Library? Ms. Chlebek said yes but there will be a new one at Hollis Street.

Lisa Taylor, 13 Dixon Circle, asked the Selectmen is it possible at Town Meeting to put up two plans? One with two lanes and the other with four lanes for a vote.

Mr. Marsden said that the last time that they put out two plans they found it very challenging. He suggested that we take the feedback that we have received and move forward with it.

Mr. Marsden said that he would like to move forward with one plan.

Ms. Taylor suggested that we reduce the speed limit in downtown.

Mr. Marsden said that there are State Regulations and they will come out and do an assessment of the area. They will set the speed that is the average speed of a number of cars that pass through. He said that we could run the risk of the speed limit going up.

Mr. Leary said that the Selectmen are asking for funding for this project at Town Meeting. Mr. Leary said that the reason that the plan is not designed in full is because the Finance Committee thought that if they funded the entire project from the beginning, and it did not pass at Town Meeting, they wasted a lot of funds.

Mr. Leary asked the residents why are they against two lanes?

Mr. Conley said that he appreciated the discussion about a single lane or two lanes. He said that he is in favor of a single lane. Mr. Conley said that two lanes will change the look of downtown. He said that he works in Medway and the residents of Medway would like to have a downtown like ours. He said that if we do put the four lanes in, we will not get through town any faster. Mr. Conley said that it is not worth it. He said that he would like to see lights only. Not two lanes in each direction.

Mr. Patel said that Mr. Conley gave an emotional pitch to keep the downtown area the same.

Mr. Patel said that he does understand that. He said that he has lived in town for thirteen years and the town has changed a lot in that time.

Ms. Chlebek said that they are trying to balance things out, they are not rushing this project.

Mr. Maki said that as Traffic Engineers, they try and balance things out. He said that if a driver gets frustrated they create other driving concerns. He said that there may be things that we can do to the width of the lanes. He suggested to keep the lanes narrow and tight. His suggestion is to try this as a single lane. And if it does not work, then we can think about two lanes.

Kip Fenton, Marshall Street, said that two lanes looks like it will move traffic through Town faster and that is not safe for pedestrians.

Mr. Leary said that more cars will move through town, but not faster.

Bea Hait, 80 Wingate Road, said that the single lane is the way to go.

Warren Chamberlain, Roy Ave said that his biggest concern is the cars coming out of Central Street. He said that if there is a bump out you could widening the sidewalk by removing a few more spaces. He said that we could install bike rack. He said that we could put tables and chairs out on the sidewalk as well. Mr. Chamberlain said that we should remove the raised crosswalks and have level ones.

Jeff Zeamer, 583 Winter Street, and Chairman of the Planning Board, said that he recommends two options at Town Meeting. He said that there should be a vote on a single lane and two lanes. He said that way, the voters will have a say.

Carolyn Dykema, 429 Marshall Street, said that we need traffic lights. She said that there is no right choice in this one lane or two lane, but what is right for the Town. Ms. Dykema said that it should be a vote by the residents.

Inga Daniels, 38 Grove Street, said that if we keep it one lane, it will increase pedestrian space. She said that a parked car keeps the pedestrian safe, it would be a buffer between a moving car and the pedestrian. She also said that bump outs would give the pedestrian more walking space. She also said that it will cut down the length to cross the street.

Dennis Murphy, 1230 Highland Street, said that he lived just four door away from the lights at Washington Street and Highland Street he said that it is easy to get into and out of his driveway. He said that downtown there is stop and go during peak hours. He said that most drivers let you out and cross the street. He said that he is in favor of one lane. He said that shorter crosswalks is a better idea.

Richard Payne, 25 Skyview Terrace, asked how would you be able to pull into the Superette parking lot with the lane merge?

Mr. Leary said the merge is a little further down the road.

Mr. Payne said that he is now blocking the travel lane. He asked if we were going to have someone in place to run the lights? He said that if the lights go in, they have to work correctly. He said that every time there is a storm with lightning the lights at Cole Court go out.

Mr. Marsden said that the Selectmen have some work to do on their end. He said that they will be talking to McMahon and Associates again. Mr. Marsden thanked Ms. Chlebek for taking the time to answer all questions.

Mr. Marsden said that he would still like to see a single plan for Town Meeting.

AT 10:00 P.M., MR. CONLEY MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

Respectfully submitted,

Donna A. Muzzy

approved _____