

HOLLISTON BOARD OF SELECTMEN

June 1, 2016
7:00 p.m.

Holliston Town Hall
703 Washington Street – Room 105

AT 7:00 P.M., MR. MARSDEN MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

A ROLL CALL VOTE WAS TAKEN	AYE	NAY
Mr. Leary	X	
Mr. Conley	X	
Mr. Marsden	X	

AT 7:30 P.M. THE BOARD EMERGED FROM EXECUTIVE AND MOVED TO OPEN SESSION

MR. MARSDEN MOVED TO APPROVE THE FOLLOWING WARRANT

16-49	GENERAL WARRANT	\$ 353,484.06
	DEBIT CARD (001)	\$ 2,921.06
	HEALTH INSURANCE TRUST (701)	\$ 466,374.91
	AGENCY (890) VETERANS DISTRICT	\$ 68.74
	HIGHWAY CH 90 (330)	\$ 110,843.17
	AGENCY (890) VETERANS DISTRICT PAYROLL	\$ 1,516.50
	TOWN PAYROLL	\$ 103,999.77
	TOTAL PAID WARRANT	\$1,037,691.71

ACCOUNTANT'S NOTE:

ACCRUED DEDUCTION LIABILITIES NOT PAID	\$ 31,621.16
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TREASURER'S NOTE:

WIRE TO INSURANCE TRUST	\$ 19,255.20
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THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

COMMENTS FROM THE BOARD

Mr. Conley said that he had a great time at the Memorial Day parade.

Mr. Marsden said that they did have umbrellas ready if they were needed.

Mr. Leary said that it did rain but he had a good time anyway.

There were no comments from the audience

REPORT OF THE TOWN ADMINISTRATOR

Jeff Ritter said that he has several up-dates. He said that the American Legion Post 47 will be hosting an event at Town Hall on June 10, 2016 between 6:00 p.m. and 9:00 p.m. in the Upper Town Hall to turn over the MIA/POW chair that is being donated to the Town. Mr. Ritter said that the Selectmen are invited to attend. He will RSVP for them if needed.

He said that last night he met with the Conservation Commission about the pending retirement of Chuck Katuska, the Conservation Agent. He said that he is recommending a 20 hour position. He said that this should be posted as soon as possible, he thinks that this may be a hard position to fill.

Mr. Conley asked if there is the possibility of splitting this with another Town? Mr. Ritter said that he will make sure that the notification goes out to other communities. He said that they may be able to job share this position.

Mr. Ritter said that Selectmen's Office will collect the resumes. The Conservation Commission will do the interviews. Then the Board will get the final vote on the applicants.

Mr. Ritter said that the Economic Development web/site is coming along. He said that there is a video also. He said that is being done with the cooperation with HCAT TV. Mr. Ritter said that HCAT TV is going to be asking Mr. Leary a few questions about Town.

Mr. Ritter said that the Board has several letters to sign for recognizing the individuals who participated in the Memorial Day parade. He said that he attended and thought it was a wonderful event.

He said that he met with the Superintendent of Schools, Brad Jackson, as part of their monthly meeting. Mr. Jackson met with Mr. Ritter at Town Hall at 8:00 a.m. He said that they discussed many topics.

He said that they reviewed the Flagg building schedule, along with the surplus equipment. He said that they will be having an auction at 1750 Washington Street for the surplus equipment. He said that they have cubicles to auction off. He said that he has two up-dates on the Senior Center parking lot. He said that the contractor will have all equipment on site this week. He said that the interior improvements are almost complete. He thinks it should be finished by the end of June.

He said that they plan on moving forward on the Andrews School. He said that he will be preparing bid documents for the Selectmen to sell the property.

The Board did not have any questions for the Town Administrator.

POLICE CHIEF – FY 17 PROJECTS AND UPDATES - JOHN MOORE

Chief Moore said that they have a number of goals and objectives. He said that one is completing the strategic plan for the next five years 2017-2022. He said that they are working to obtain Police Accreditation. He said that they have been certified, now they move onto accreditation. He said that they are hoping to have this completed in the FY. He said that they want to participate in some form of Police Assisted Addiction and Recovery Initiative to address the Opioid Crisis (PAARI). He said that this was started in Gloucester. He said that they would like to add a second school Resource Officer for the Middle School.

He said that they would like to continue Regional In-Service Training at their facility. He said that each year they invite Ashland and Sherborn to participate in the training.

Chief Moore said with summer they would like to get back to the community as they have done in the past. They would like to offer Citizen's Police Academy and the Junior Police Experience. Also bike patrol and rape aggression defense programs. (RAD)

Chief Moore said that they are putting together a proposal for a motorcycle officer program. He said that they would look for gifts and grants to get this up and running. He suggested leasing a motorcycle as opposed to purchasing one. He said that he will come back to a meeting to talk about this in the

future. He said that they are in the process of a complete switchover to automated scheduling software. He said that they have been doing it for years by hand. He said that it should be up and running soon. Chief Moore said that they would like to implement electronic filing program with Framingham District Court. He would like to do away with paper forms. He said that they would like to formalize the Holliston Police Honor Guard. He said that there is a lot of interest in this.

Chief Moore said that they do Roll Call Training. He said that it is based on the Sergeant that is running the shift. He said that he would like to formalize it. Chief Moore said that they would like to increase officer wellness. He said that they encourage the officers to keep in shape. He said that there is a service called EAP to help talk things through if needed. He said that if they have to they will bring in a crisis team. He said that they want to continue succession planning and cross training. He said that it is great to have at least two officers trained in every aspect, of the things that they do. Chief Moore said that they will continue fiscal conservation efforts. He said that they do this year after year. He said that they need cooperation from the Union.

Mr. Conley asked about the Technology improvements, by scheduling he said that should save a lot of time? Mr. Conley asked about the motorcycle program and why?

Chief Moore said mainly for traffic enforcement and for mobility a motorcycle can go places a car can't go. He said that they have studied this from other towns. Chief Moore said that Sergeant Stone put together an excellent proposal that he will fine tune. Chief Moore said that it is another option. Mr. Conley asked about a four wheeler? Chief Moore said that they did think about that for the Rail Trail. Mr. Leary said that he was interested in the PAARI. He asked if this is along the same line as the Angel Program. Chief Moore said that we need people in the field who know what they are doing. He said that if and when this program is set up there will be people who do come but some will be from other towns.

Mr. Leary asked about transport, who it be done by police or other public safety officials? Chief Moore said like to the hospital or a rehab facility? Mr. Leary said yes. Chief Moore said that is one of the things that he is working on. He said that it could be a private ambulance or other transportation.

Mr. Leary asked about the K9 program. He said that a dog's duty time is about eight years. He said that we are half way through. Mr. Leary asked if there were any thoughts of continuing the program. Chief Moore said that they would like to continue the program. Chief Moore said that this is a tool that does not get used a lot but it is a great tool. Chief Moore said yes he would like to continue with this K9 program.

MCMAHON AND ASSOCIATES – CONTRACT EXTENSION

Maureen Chlebek, from McMahon and Associates, was present. Mr. Leary said that the residents of Holliston voted for the lights in downtown. Ms. Chlebek has a schedule for the Selectmen to look over. She said that they will be ready to move forward on this project at the end of June 2017. She said that this could take six months to finish. Ms. Chlebek said that they have plans for the Selectmen to look over.

Mr. Marsden said that he has read the report the McMahon and Associated has put together. He said that he thinks the timeline will work out. He said that we have had many meetings about this project. All meetings have been open to the public.

She said that we would need utility guide lines. She said that they could have the area surveyed.

Mr. Conley asked we could measure the traffic going in and out of the neighborhoods before and after the construction. Ms. Chlebek said that they could do a program for that.

Mr. Ritter said that on the schedule for October 2016 it is calling for a Town review, he asked if this was at 50%? Ms. Chlebek said that this would be at 25%. Mr. Ritter asked about March 2017 this will be at 75%. Ms. Chlebek said that in April 2017 the plan will be at 100%. She said that a lot of the engineering work is done.

Mr. Ritter said that there should be a bench mark at 50%. He said that the public needs to see that.

Mr. Leary asked Ms. Chlebek what do the Selectmen have to do to get things started? Ms. Chlebek said that the Selectmen need to sign the contract.

Mr. Marsden said that we have the funding, we just have to line it up.

Ms. Chlebek said that McMahon and Associates will work with the Selectmen.

MR. CONLEY MOVED TO SIGN THE CONTRACT WITH MCMAHON AND ASSOCIATES FOR THE LIGHT WORK IN DOWNTOWN. IN THE AMOUNT OF \$135,500. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

MEETING MINUTES

MARCH 16, 2016 – POSTPONED

TRAILS COMMITTEE APPOINTMENT – BUD SCHMITT

MR. CONLEY MOVED TO APPOINT BUD SCHMITT TO THE TRAILS COMMITTEE. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

RESIGNATION – AGRICULTURAL COMMITTEE

MR. CONLEY MOVED TO ACCEPT THE RESIGNATION OF JANET HORN FROM THE AGRICULTURAL COMMITTEE. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

Mr. Conley thanked Ms. Horn for all her volunteer time on the Committee.

TREE WARDEN – FY 17 PROJECTS AND UPDATES

Mark Ahronian said that the Tree Warden position has several components. He said that one is working with the State for the DOT. He said that the State controls part of what he does. He said that they come fast when he calls. He said that they pay for their areas, Washington Street at Pine Street to the Milford line. He said that is all covered by the State. Mr. Ahronian said that Concord Street at Baker Street to the Ashland town line is all covered by the State. Mr. Ahronian said that if the Town were to do work by clearing brush or cutting trees on State covered property, we could pay a fine. He said that they are very strict. Mr. Ahronian said that he asked Carolyn Dykema, our State Representative, to look at an area in Town about a quarter of a mile long. He said that residents were concerned about poison ivy. He said that the Conservation Commission has looked at this area. He said that there is a sidewalk that is only about eight inches wide. He said that it is very overgrown.

Mr. Leary said that the Selectmen can send a letter of support. Mr. Ahronian said that the DOT was out early this spring and took down several trees that needed to come down. Mr. Ahronian said that he gives Eversource permission to prune trees near the powerlines. He said that he and the Highway Superintendent, Tom Smith, and DPW Director, Sean Reese drive around Town looking at trees that

need to be pruned or taken down. He said that the Tree Warden works with the Planning Board, Highway Department and Park and Recreation. Mr. Ahronian said that he puts in about ten to fifteen hours per week. Mr. Ahronian said that he will stay on as Tree Warden for just one more year. Mr. Leary said that the Selectmen can be looking for a replacement for him. Mr. Leary said that he knows that this position will need special licenses. Mr. Ahronian said that he recommends someone who is retired for this position. Mr. Leary asked what kind of qualifications does Warden need? Mr. Ahronian said education in arbor culture and park management, also forestry. He said that they would need a pesticide applicators license. He said that they should be a landscape professional and a Mass certified Arborist. Mr. Ahronian said that it is not a good idea to have a staff person be the Tree Warden. He said that this position is great for a retired person who wants to give back to the Town. He said that the Tree Warden position is very demanding. Mr. Leary said that over the past few years we have not had a lot of power outages because of all the work that the Tree Warden has done. He said that the utilities have been very good about coming out to trim up trees. Mr. Marsden said that we did not have a Tree Warden for many years, and Mr. Ahronian has done a great job with catching up and removing some of the damaged and rotten trees. Mr. Marsden thanked Mr. Ahronian for all his service to the Town. Mr. Ahronian said that we do have a tree truck, but we should be thinking of getting another used one. He said that it would be more dependable. Mr. Conley thanked Mr. Ahronian for all his hard work.

HOLLISTON IN BLOOM

Mark Ahronian and Cathy Shore were present to update the Board. Mr. Ahronian said that they did work at the Police Station with the Boy Scouts and Mr. Marsden was present to help. Mr. Ahronian said that as you face the Police Station to the left where the Chief parks his car for all the plowing and sanding, the Highway Department has to come and sweep up the sand every year and re-plant the grass. He suggested that crush stone be put in that area. He said that it would save time and money every year. Mr. Ahronian said that the next project that they are doing is going to be at the Senior Center. He said that they had a donation of over 100 plants. He said that he is hoping to get the Boy Scouts to come and give a hand again. Mr. Leary asked if this plantings going to interfere with the new parking lot. Mr. Ahronian said no, this will be plantings along the foundation. Mr. Ahronian said the residents and the business of Holliston have been very generous by donating funds to Holliston in Bloom. He said that the judges will be in Holliston in July for judging. Ms. Shore invited the Board to the reception for the judges. Mr. Ahronian said that residents like to be involved. He said that it gives them a sense of pride. Mr. Ahronian said that in 2017 we will be the host community. He said that he would like to see trash barrel near the picnic tables. He said that it will get residents to use the parks and enjoy them.

COMMUNITY FARM COMMITTEE UPDATE

Someone from the Committee said that they had three areas to go over. He said at their first meeting Mr. Ritter joined them to discuss their roll. He said that they had to complete some tasks to get the RFP going. He said the Committee discussed what they wanted to do at the farm and what the community wanted. He said that they looked at a number of RFPs from several Towns to get a feel for it.

He said that they have had two site visits to the property. One was to look at the outside space and evaluate the trails and the land.

He said that the next visit they went into the house on Rodgers Road. But, they were not able to go to the barn.

He said that the soil quality is very poor. He said that someone planted several years ago but did nothing to it. He said that they will be doing a soil test. He said that there is great potential for this property. He said for the house to be used there needs to be handicap entrance and bathrooms. He said that smoke detectors and CO2 detectors need to be installed. He also said that there needs to be more insulation and a few housekeeping items. He did say that the septic system has not been looked at. He said that the Committee members came back to a meeting with many different activities that can be done on the property. He said that Medway, Natick, Westboro, Lexington and Newton were used to compare their RFP. He said that a number of Towns have two RFPs a short term one that would run between one and three years, the long term is between ten and twenty years. He said that given the condition of the property the Committee was thinking of at least two years plus. He said that they are still discussing this. He said that many residents have said that they would like to help.

Mr. Marsden said that he thinks this is great. He said that the Committee is working very hard. He said that they have a game plan. He said that there is always an Eagle Scout who is looking for a project.

Mr. Leary said that we will need to talk to the Town Accountant about setting up an account for donations. Then they would have some funding.

Mr. Marsden said that they could set up a Friends of the Community Farm Committee Garden.

Mr. Marsden suggested that the Committee talk to Robert Weidknecht or Ed Daniels to see how they set up their Friends of the Trails. Mr. Marsden said that they do a lot of fundraising.

Mr. Conley asked if the Committee knew where the boundaries are.

A representative said that they need to have the land surveyed.

Mr. Conley asked if the property goes under the power lines? He said yes.

The representative said that they found blueberry and cranberries on the property, under the power lines. He said that they do not interfere with the lines at all.

Mr. Conley said that there is a nice path under the powerlines. He said that they did a great job with it.

The representative said that there are many paths on the property. And there is more to be done.

Mr. Conley asked if there was going to be space to rent for gardens? He said that they would like that.

Mr. Leary asked when the Selectmen could walk the property? He said any time.

Mr. Marsden said that they will check with the Highway Department to see if they can take some of the brush away, or if they should have an open burn.

There was the question if a bee keeper could put hives on the property?

Someone said that as long as it did not interfere with the growing operation, they did not see a problem.

Mr. Marsden told the Committee to run things before Mr. Ritter and he will be in touch with the Selectmen on things that they want to move forward on.

The Selectmen thanked the Community Farm Advisory Committee for attending the meeting.

HOLLIS HILLS ASSOCIATION REQUEST

Mr. Leary said that this Association is looking to get Town trash pickup. Mr. Marsden said that last time this discussion came up, they were going to find out how much were they talking about. Mr. Marsden said that he remembers a few other condominium associations wanted the Town to pick up their trash. Mr. Leary asked Mr. Ritter if Mr. Walsh could come to a meeting to explain what they want.

APPOINTMENTS

MR. MARSDEN MOVED TO APPOINT THE FOLLOWING FOR A ONE YEAR TERM, JEFF RITTER, AS AFFIRMATIVE ACTION OFFICER, AFFIRMATIVE MARKETING CONSTRUCTION OFFICER, CHIEF PROCUREMENT OFFICER, CONSTRUCTION OFFICER, CONTRACT COMPLIANCE OFFICER, FAIR HOUSING OFFICER, MUNICIPAL HEARING OFFICER AND TOWN ADMINISTRATOR; ELIZABETH GREENDALE, STATE ETHICS COMMISSION LIAISON AND E911 LIAISON' MARY BOUSQUET, CUSTODIAN OF TAX TITLE, TREASURER AND TAX COLLECTOR AND WEST SUBURBAN HEALTH GROUP REPRESENTATIVE; LINDA STOICO, ASSISTANT COLLECTOR; NICOLE COSTA, ASSISTANT TREASURER AND ALTERNATE FOR WEST SUBURBAN HEALTH GROUP REPRESENTATIVE; MAYER, ANTINELLIS, JACHOWICZ & HARANAS, LLP AS TOWN COUNSEL; DEPUTY TAX COLLECTOR AND PARKING CLERK KELLEY AND RYAN; LIEUTENANT: CRAIG DENMAN, DAVID GATCHELL; E911 LIAISON, DISPATCH/DAVID GATCHELL; POLICE CHIEF, JOHN MOORE; CONSTABLES, CRAIG DENMAN, JAMES PETERSON, JAMES DELUCA: AUXILIARY POLICE, CRAIG DENMAN, MICHAEL AW, MARK HADDAD, MICHAEL HAMLET, ALAN LISAK, EDWARD LOFTUS, SEAN MCDOWELL, DANIEL NASH, JEFF OTERI, JUDITH RIZOLLI, DANNY LEE, ROBERT RAMRATH, BRIAN REAM, DONAVAN SEAY, DAVID CHARETTE, ROBERT GUYON, JAMES RAY, JASON FITZGERALD; SPECIAL POLICE, MICHAEL AW, MICHAEL CASSIDY, JANET DETTORE, MARTHA ELLIS, MARK HADDAD, MICHAEL HAMLET, JUDITH JOHNSON, DANNY LEE, ALAN LISAK, EDWARD LOFTUS, SEAN MCDOWELL, JEFF OTERI, KASEY RICHARDS, JUDITH RIZOLLI, CYNTHIA VALOVICIN, DONA LEE WALSH, JAMES RAY; WEIGHTS, MEASURERS & SURVEYORS OF COMMODITIES, CRAIG DENMAN, KENNETH BELSON, BRYAN DIGIORGIO, SCOTT DOWNEY, DANIEL GRIFFITH, TODD HAGAN, TIMOTHY HAGAN, GEORGE LEURINI, ANDREW MACGRAY, CIARA RYAN, JOHN SCANLON, MATTHEW STONE, CHAD THOMPSON, MATTHEW WAUGH, MICHAEL WOODS; MICHAEL CASSIDY, E911 COORDINATOR, FIRE CHIEF, FOREST WARDEN, HAZARDOUS WASTE COORDINATOR, MAPC NATURAL HAZARDS MITIGATION PLANNING, EMERGENCY MANAGEMENT DIRECTOR AND COMMUNITY EMERGENCY RESPONSE COORDINATOR: EMERGENCY MANAGEMENT, MICHAEL CASSIDY, PAUL COFFEE, JUSTIN BROWN, RANDOLPH CATLIN III, ROBERT GIANOPOULOS, SCOTT DEGANNE: DEPUTY FIRE CHIEF, ARTHUR MOORE, MARK DELICKER: DEPARTMENT OF PUBLIC WORKS DIRECTOR (DPW), SEAN REESE; HIGHWAY SUPERINTENDENT, TOM SMITH; SENIOR CENTER DIRECTOR, JEAN BOULETTE; SMOC, RICHARD TWOMEY; ANIMAL CONTROL OFFICER, DONA LEE WALSH; AGRICULTURAL COMMISSION ASSOCIATE MEMBER, TYLA DOOLIN; BUILDING INSPECTOR, PETER TARTAKOFF; WIRING INSPECTOR, WILLIAM ERICKSON; GAS AND PLUMBING INSPECTOR, PAUL ELDER JR; DEPUTY WIRING INSPECTOR, LOU TRAVAGLINI; ASSISTANT

PLUMBING AND GAS INSPECTOR, JOSEPH ZACCHILLI; YOUTH DIRECTOR, MARGARET FITZPATRICK; NEW ENGLAND EMULSIONS, GREGORY PATRY, DOMINIC PORCELLO, RICHMOND MANN, MATTHEW ANTONIOLI, JAMES PORCELLO, JERROLD HILLIARD; ELECTRONIC RECYCLERS, TIM BEAUSOLIEL, RANDY BICKFORD, PAUL GARNEAU, GARY KEITH, ISSAC KING, KEITH PAQUETTE, ANTHONY DEMORE; TOWN HISTORIAN, JOANNE HULBERT; METROWEST REGIONAL COLLABORATIVE AND METROWEST REGIONAL TRANSIT AUTHORITY, JAY MARSDEN. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

MR. MARSDEN MOVED TO APPOINT SHARON EMERICK AS TOWN ACCOUNTANT FOR A TWO YEAR TERM. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

MR. MARSDEN MOVED TO APPOINT THE FOLLOWING FOR A THREE YEAR TERM: WALTER CZARNEC, ARTS COUNCIL: BONDED CONSTABLE, WILLIAM E. PICKETT, JR: CONSERVATION COMMISSION: CHRISTOPHER BAJDEK, ANN MARIE PILCH, COUNCIL ON AGING: FRANCIS CARON, CARMEN CHIANGO, ECONOMIC DEVELOPMENT COMMITTEE: ROBERT WARBURTON, SUSAN RUSSO, GOLF COURSE ADVISORY COMMITTEE: SYLVIA STICKNEY, HOUSING TRUST: KAY BAXTER, KEEFE TECH BOARD: BARRY SIMS, OPEN SPACE: JAMES KEAST, TAXATION AID: JOHN HUNT, ZONING BOARDS OF APPEALS: HENRY DELICKER AND AGRICULTURAL COMMISSION: HELEN MACARTHUR. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

MR. CONLEY MOVED TO APPOINT ANNETTE HAMLET TO THE COUNCIL ON AGING FOR A THREE YEAR TERM. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

AT 9:25 P.M., MR. CONLEY MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.

Respectfully submitted,

Donna A. Muzzy

approved_____