

HOLLISTON BOARD OF SELECTMEN

November 9, 2016
7:00 p.m.

Selectmen's meeting Room – 105
Town Hall

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

AT 7:01 P.M., MR. CONLEY MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS COLLECTIVE BARGAINING. THE MOTION WAS SECONDED BY MR. LEARY. TWO IN FAVOR. MR. MARSDEN WAS ABSENT.

A ROLL CALL VOTE WAS TAKEN

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

AT 7:21 P.M. THE BOARD EMERGED FROM EXECUTIVE SESSION AND MOVE TO OPEN SESSION.

MR. CONLEY MOVED TO APPROVE THE FOLLOWING WARRANT

17-19	GENERAL WARRANT	\$ 147,894.80
	STUDENT ACTIVITY (8030) HIGH SCHOOL	\$ 19,912.00
	COMMUNITY PRESERVATION (265)	\$ 16.36
	EXPENDABLE TRUST (701) HOUSING TRUST	\$ 7,397.00
	PERFORMANCE DEPOSITS (801)	\$ 500.00
	AGENCY (890) VETERANS DISTRICT	\$ 217.16
	AGENCY (890) VETERANS DISTRICT PAYROLL	\$ 1,033.64
	TOWN PAYROLL	\$1,249,283.18
	TOTAL PAID WARRANT	\$1,425,220.50

ACCOUNTANT'S NOTE:

ACCRUED DEDUCTION LIABILITIES NOT PAID	\$ 223,182.54
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TREASURER'S NOTE:

WIRE TO HEALTH INSURANCE TRUST	\$ 180,909.67
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THE MOTION WAS SECONDED BY MR. LEARY. TWO IN FAVOR. MR. MARSDEN WAS ABSENT.

COMMENTS FROM THE BOARD

Mr. Conley said that 96% of the voters in Holliston voted for the President.

Mr. Leary said that we are going to have a new President. Mr. Leary said that he was pleased to see so many voters. He said that it has been a long time since we have had a large turnout.

Mr. Leary said that Veterans' Day is November 11, 2016. He said that the Board will take a part in the service.

Mr. Leary congratulated the Town Clerk and her team that helped with the voting. He said that they did a great job. Mr. Leary thanked Bob Nemet for setting up the voting booth and taking them down.

Mr. Ritter said that on the Veterans' Day event, it starts at 10:30 a.m. He said that someone from the Board can speak at the Town Hall gathering.

Mr. Conley said that he would be happy to speak at the gathering.

REPORT OF THE TOWN ADMINISTRATOR

Jeff Ritter, Town Administrator was present. He said that they are moving forward with the six Town Board of Selectmen's Meeting. He said that they will be meeting on Thursday, December 8, 2016, starting at 7:00 p.m.

Mr. Ritter said that the annual Audit started this week. He said that we should get our report from the audit within the next several months.

He said that on Thursday November 10, 2016, he is meeting with Leonard Engineering who has been working with the Town over several years on the Dam inspections. He said that Sheri O'Brien, the Conservation Agent, will be present as well. He said that they are looking to check out Houghton's Pond in East Holliston. He said that dam is in tough shape.

Mr. Ritter said that Special Town Meeting approved a large number of Capital items. He said that the DPW has received their new wood chipper. He said that he has prepared a press release and that will go out tomorrow. He said that he has asked all the Departments that are getting equipment to please let him know when they get it.

Mr. Ritter said that on last Monday, he and Ms. Minihan, Chief Cassidy and Chris Meo, met with World Energy. They met to discuss Phase II for the Green Communities. He said that they are projected to be completed by November 18, 2016. Then there will be a follow up inspection. He said that they will inspect Town Hall, Central Fire and the Police Station. He said that the next phase will be lighting, weatherization, insulation, HVAC and boiler replacements. He said that there could be the replacement of some windows at the Senior Center. He said that they will also be looking at the Library lighting, insulation and HVAC improvements.

Mr. Ritter said that the bids for the Library boiler are due tomorrow at 10:00 a.m. He said that he would keep the Board up-to-date on the bids.

Mr. Ritter said that there will be a public meeting in Millis about Toll Brothers building houses at Glen Ellen Country Club. He said that this meeting is with the Millis Planning Board. He said that they want to trim back several trees and this is the scenic road of Orchard Street.

Mr. Ritter said that he met with Chief Moore, Sean Reese and Chief Cassidy to talk about snow emergencies, hydrant clearing, emergency shelters and parking bans. Mr. Ritter said that any resident that has any questions, just check out the Town's website.

Mr. Ritter said that on Tuesday, November 22, 2016, this is Thanksgiving week and the Board is not scheduled to meet this week. But, he would like the Board to meet on the 22nd to talk to the Assessors to set the tax rate.

Mr. Ritter said that there is a request for speed limits signs on Mohawk Path, and a change of managers at Bertucci's. He said that he is looking into a policy about closing Town buildings during a weather related emergency.

Mr. Leary said that we are allowing street parking during the winter for now. He said that this will only apply if we are having good weather. He said that if we are having any kind of storm, please move your car off the road.

THERE WERE NO COMMENTS FROM THE AUDIENCE

BOARD BUSINESS

**MR. CONLEY MOVED TO APPROVE THE MEETING MINUTES OF JUNE 29, 2016, AS WRITTEN
THE MOTION WAS SECONDED BY MR. LEARY. TWO IN FAVOR. MR. MARSDEN WAS ABSENT.**

MEMORANDUM OF UNDERSTANDING

Brian Loughlin, Assessor, was present if there were any questions that needed to be answered.

Mr. Leary said that this is a Software package that needs to be replaced. Mr. Leary said that the State will pay for a portion of this and the Town would be responsible for the balance and the yearly fee.

**MR. LEARY MOVED TO AUTHORIZE THE CHAIRMAN TO SIGN THE MEMORANDUM OF
UNDERSTANDING FOR THE ASSESSORS CSC CAMA SOFTWARE PROGRAM PACKAGE. THE MOTION
WAS SECONDED BY MR. CONLEY. TWO IN FAVOR. MR. MARSDEN WAS ABSENT.**

BOARD BUSINESS

8 ARCH BRIDGE COMMITTEE CHARGE

Post-poned

ANDREWS SCHOOL DISCUSSION

Post-poned

EVENT PERMIT – HBA HOLIDAY STROLL

**MR. CONLEY MOVED TO APPROVE THE EVENT PERMIT FOR THE HBA HOLIDAY STROLL ON NOVEMBER
26, 2016, STARTING AT 11:00 A.M. THE MOTION WAS SECONDED BY MR. LEARY. TWO IN FAVOR.
MR. MARSDEN WAS ABSENT.**

MEETING SCHEDULE – JANUARY 2017 THROUGH JUNE 2017.

**MR. LEARY MOVED TO APPROVE THE MEETING SCHEDULE FROM JANUARY 2017 THROUGH JUNE 2017
FOR THE BOARD TO MEET EVERY WEDNESDAY NIGHT AT 7:30 P.M. UNLESS THERE IS A HOLIDAY. THE
MOTION WAS SECONDED BY MR. CONLEY. TWO IN FAVOR. MR. MARSDEN WAS ABSENT.**

CAPITAL IMPROVEMENT PLAN PRIORITY LIST

Mr. Leary said that this plan was done by the Collins Center. Mr. Leary said that we have worked with the Collins Center on many different projects. He said that they are very helpful and easy to work with.

Mr. Leary said that with all the improvements from all the Department Heads that put together a Capital Improvement Plan, it comes close to thirty one million dollars. He said that this will take place over several years.

Mr. Conley said that he thinks that this is pre-mature. Mr. Conley said that this sounds like a wish list.

Fire Chief Cassidy was present and he said that his list is realistic to replace equipment in the next five years.

Mr. Leary asked if we are replacing equipment as needed or when the life expectancy is up? Chief Cassidy said they have tried to replace equipment when it is needed. He said that sometimes something comes up and it needs to be replaced right of way. Chief Cassidy said that many years ago he went looking for Capital funds to replace the ladder truck. He said that it took ten years to replace it. Chief Cassidy said that his extrication equipment was just inspected and some of it dates back to the late 60's. He said this scheduled for replacement in 2022.

Mr. Conley said that it is still a wish list. He said that 3% of the budget should go to Capital every year.

Mr. Leary said that he would like to review the Collins Center proposal again.

Mr. Conley said that we can get all kinds of basic information from the Collins Center.

Mr. Leary said that we will be needing new schools in the future. He said that we should start planning now.

AT 8:27P.M., MR. CONLEY MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. LEARY. TWO IN FAVOR. MR. MARSDEN WAS ABSENT.

Respectfully submitted,

Donna A. Muzzy

approved_____