

## HOLLISTON BOARD OF SELECTMEN

Meeting Minutes

April 3, 2017

At 7:30 p.m., Chairman Conley convened the meeting with Vice-Chairman Marsden, Clerk Leary and Town Administrator Ritter present.

### Warrant

There was no Warrant to approve.

### Public Comment

Mr. Leary wished Mr. Marsden a happy birthday. He also said the winter parking ban had been lifted. Mr. Conley he had a busy day. There was no comment from the audience.

**Report of the Town Administrator** –Mr. Ritter said there was a walk through at the Flagg Building with the Project Team. There are 17 contractors interested in the process. There is provision of \$500 a day if the project is late.

There will be a training for Town employees at the Town Hall in the coming with which discusses multi-generational work forces. There will be one training for staff and one for Department Heads. This is to discuss styles of working and communication. Lastly, there is a negotiation session scheduled for April 12 with the Police Union. Mr. Ritter asked if Mr. Marsden would be able to join the negotiation team for the Town.

### Board Business:

Executive Session Meeting Minutes of November 2, 2016 – **MR. LEARY MOVED, MR. MARSDEN SECONDED AND IT WAS UNANIMOUSLY VOTED TO APPROVE AND RELEASE THE EXECUTIVE SESSION MEETING MINUTES OF NOVEMBER 2, 2016.**

Reserve Fund Transfer ó Ambulance Department ó the Fire Chief has requested a transfer of \$20,000 to cover the cost of an increase to EMT stipends. **MR. LEARY MOVED, MR. MARSDEN SECONDED AND IT WAS UNANIMOUSLY VOTED TO APPROVE THE RESERVE FUND TRANSFER IN THE AMOUNT OF \$20,000 TO THE EMT BASE SALARY LINE IN THE AMBULANCE BUDGET TO PROVIDE INCENTIVE TO THE EMTS.**

Andrews School Surplus Property Decision ó the Board discussed the possibility of adding the building to the Surplus Property Auction list. The Treasurer Collector would need the Board's approval to add it to her list. Mr. Conley said he attended the Zoning Board meeting where they discussed zoning changes in the area which could impact the property. There was a discussion about the condition of the building and what the property could be used for. In the past, the neighbors have had specific ideas of what they would like to see the building become. Mr. Conley asked Mr. Ritter to contact the Planning Board to get an idea of what the property could become. The Board decided that they would postpone further discussion until the next meeting.

Purchasing and Reimbursement Procedures Policy ó Mr. Conley said that although this policy was previously approved, the Treasurer/Collector and Town Accountant has made some modifications. Mr. Ritter said that they had been working on updating various policies. This updates the policy as far as purchases goes, i.e. Amazon.com purchases, EZ Pass language and

other language updates. Department Heads have seen it and this is based on their input. **MR. LEARY MOVED, MR. MARSDEN SECONDED AND IT WAS UNANIMOUSLY VOTED TO APPROVE THE 2017 UPDATED PURCHASING AND REIMBURSEMENT PROCEDURE.**

Recreational Marijuana Ballot Question ó Mr. Conley said that recently there was a five Board meeting and the topic came up. He said there are a number of towns that have a ballot question for the spring. The Board discussed a ballot question which would be subject to the fact that they had already approved medicinal growers in town. Mr. Marsden said we had to be careful on how we handled that. Mr. Leary said that they had previously agreed that they did not want retailing marijuana in town. They did not want dispensaries. Mr. Conley said the State is not sure what they are doing yet. The Board went over the ballot question that was used in Westborough amending their by-laws to prohibit marijuana license prohibition. Mr. Conley asked Mr. Ritter to craft a ballot question for the Annual Election. Mr. Marsden said that this might be a bit premature. He wanted to know what the State Legislature was going to do. Mr. Leary said he did not think this was a bad thing to have. They agreed they would look into the issue further.

Annual Town Meeting Warrant ó Mr. Ritter mentioned a few of the changes. One being a change of classification in the Consolidated Personnel By-law. He also talked about a street acceptance, storm water management, dam inspections and CPC projects. Mr. Leary asked about the zoning district petition article. He wanted to make sure that existing business weren't affected. Mr. Ritter said that in the next few weeks, there would be a final version for their signatures. Mr. Leary said he was not sure about the change in the Personnel By-law, he thought that should wait until there was a more comprehensive study of all positions. Mr. Marsden thought it was better suited to look at all position at the same time. Mr. Ritter said that the Board had the opportunity to look at all the positions, via a grant and they chose not to do that. He said that these two positions had been identified that they should be re-classified. Mr. Ritter said he was looking for clarification from the Board on this re-classification and he is hearing that they are not in favor of it, so he will change the two positions back to the 400 level. Mr. Conley asked how the Youth and Family job posting was going. Mr. Ritter said it was slow. Mr. Conley said that this is one of the positions that needs to be re-classified. Mr. Leary said that this would snow ball. This all needs to be done as a comprehensive study. It has to be fair to everyone.

**Police Chief Appointment** ó Mr. Conley said that this is a very important decision. We were in the process of hiring a new chief. There were 10 applicants. A Board of looked at the resumes and then there was an assessment center which rated four finalists at a detailed level. The Assessment Center was very thorough and put numbers to the candidate's reaction to a series of questions. Three candidates were interviewed by the Board. Mr. Leary said that the interviews were public but they are only a piece of the process. Mr. Marsden said the process was thorough. He spoke about the exercises in the Assessment Center. They were screened by the Police Chief Screening Committee, it was very thorough. They have three great candidates. It

was a good process. Mr. Leary went over the Board's Police Department hiring history and that the Board knows all these candidates very well. Mr. Conley went over the merits of each interview. Lt Gatchell has experience in performing the duties of most of the positions in the department, Sergeant Stone did a great interview, very precise answers and he has the experience of working with the K9, Sergeant Waugh did a great job in the interview. Mr. Conley said he has been thinking about this all week and the person he would choose is Sergeant Matt Stone. Mr. Marsden said Sergeant Stone had a great interview and the initiation of the K9 unit and to make it successful. He said his choice would be a great pick would be Lt. Gatchell. He thought his interview was good and he understood the direction of the department. Lt Gatchell has been in the role of having more exposure to the Administrative part of the job. That was a place he was a stronger candidate. Mr. Leary said looking at everything he is more inclined to go with Mr. Conley. He agrees Sergeant Stone is less seasoned but he learns very fast. He has a very thoughtful approach and has good qualities. Mr. Leary added that he is concerned that we are missing a piece with Cesh, he still has some years left. Logistically, it would probably be an easier transition with Lt. Gatchell. He was still more inclined to go with Sergeant Stone. There was further discussion on the K9 unit. Mr. Ritter said that a lot of credit should be given to Chief Moore for having a very prepared staff. The Board agreed. Mr. Marsden said that one of the things that stuck out to him during Lt Gatchell's interview was when asked the question "what if you don't get the position, what would you do?" Lt Gatchell answered that he would be disappointed but he would consider it a positive experience because that would mean that the people under him came up which is a testament to the whole group. Chief Moore is to be credited for that. **MR. LEARY MOVED, MR. CONLEY SECONDED AND IT WAS VOTED TWO IN FAVOR WITH MR. MARSDEN OPPOSED TO APPOINT MATTHEW STONE AS THE NEW POLICE CHIEF.**

**AT 8:30 P.M., MR. LEARY MOVED, MR. MARSDEN SECONDED AND IT WAS UNANIMOUSLY VOTED TO ADJOURN.**

Respectfully submitted,

Approved:\_\_\_\_\_

Andrea Minihan  
Recording Secretary