



**TOWN OF HOLLISTON  
BOARD OF SELECTMEN**

**703 Washington Street  
Holliston, MA 01746**

**508-429-0608**

**BOARD OF SELECTMEN  
MEETING MINUTES  
HOLLISTON TOWN HALL  
AUGUST 6, 2018**

Present: Jay Marsden, Chairman; Mark Ahronian, Clerk; John Cronin, Clerk (joined the meeting at 6:49p.m.)

Also present: Jeff Ritter, Town Administrator

**1.) Executive Session:** J. Marsden made a motion at 6:33p.m. under M.G.L. Chapter 30A, Section 21A to enter into Executive Session for the purposes of discussing the acquisition of 9 Green Street. The Board will reenter open session at approximately 7:00p.m. Second, M. Ahronian.

Roll Call Vote: Marsden – Yes; Ahronian - Yes

At 7:14p.m. J. Marsden made a motion to exit Executive Session and to return to open Session. Second, M. Ahronian.

Roll Call Vote: Marsden – Yes; Ahronian – Yes; Conley – Yes; Cronin - Yes

J. Marsden called the meeting to order at 7:15p.m.

**2.) Warrant:** J. Cronin read the Warrant and made a motion to approve the weekly vendor (expense) and payroll Warrant (19-06) in the amount of \$1,098,893.12. Second, M. Ahronian. Voted 3-0

**3.) Public Comment:** M. Ahronian thanked the Department of Public Works for all the work they do in clearing sight lines at intersections. This is hard work especially during this most recent heat wave.

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J. Marsden said he and his daughter just returned from Rockport, Texas. They were there to assist in rebuilding homes after Hurricane Harvey. It was very hot and there were approximately 75 students from Holliston participating.

Lesley Kennally, 32 Spring Street reported there is silt and soil running off the former Andrews School site into the drainage system and onto her private property. J. Ritter will contact the new owner. M. Ahronian suggested staked hay bales or some other type of erosion control could help to resolve the situation.

**5.) Michael Tyman:** M. Tyman was present. M. Ahronian read a Proclamation and the Board presented it to M. Tyman. The Board posed for a photograph with M. Tyman and individually thanked him as an outstanding community leader and citizen volunteer assisting several community based civic organizations.

**6.) Board Business**

**Meeting Minutes of June 18, 2018; July 27, 2018 and July 30, 2018:** M. Ahronian made a motion to approve and release the meeting minutes from June 18, 2018. Second, J. Marsden. Voted 2-0-1 (Cronin)

M. Ahronian made a motion to approve and release the meeting minutes from July 27, 2018. Second, J. Cronin. Vote 2-0-1 (Marsden)

M. Ahronian made a motion to approve and release the meeting minutes from July 30, 2018. Second, J. Cronin. Vote 2-0-1 (Marsden)

**Appointments – Youth Advisory Committee, Historic Commission, Golf Course Advisory Committee, and Youth and Family Services Director:** M. Ahronian made a motion to appoint Peggy Payne to the Youth and Family Services Committee for a term to expire on June 30, 2021. Second, J. Cronin. Voted 3-0

M. Ahronian made a motion to appoint Frank Chamberlain to the Historical Commission for a term to expire on June 30, 2021. Second, J. Cronin. Voted 3-0

M. Ahronian made a motion to appoint Michael Sarsfield to the Golf Course Advisory Committee for a term to expire on June 30, 2021. Second, J. Cronin. Voted 3-0

M. Ahronian made a motion to appoint Jaclyn Winer as the Youth and Family Services Director for a term to expire on June 30, 2019. Second, J. Cronin. Voted 3-0

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**Event Permit – Celebrate Holliston Parade:** M. Ahronian made a motion to approve and grant an Event Permit for the Celebrate Holliston Parade scheduled for September 22, 2018 starting at 9a.m. Second, J. Cronin. Voted 3-0

**Rock Salt Bid Agreement:** M. Ahronian made a motion to approve and accept the Cooperative Bid for Rock Salt from Eastern Minerals, Inc. at \$46.73 per ton. Second, J. Cronin. Voted 3-0

**Pinecrest Golf Course Management Request for Proposals (RFP):** The Board reviewed the draft RFP and agreed to provide any feedback and or comments to J. Ritter before the meeting of the Golf Course Advisory Committee meeting scheduled for tomorrow evening.

**Gift Acceptance Form – Senior Center:** M. Ahronian made a motion to accept a \$500 gift from the Joseph W. and Faith K. Tiberio Charitable Foundation, to “To Wish You Continues Success in Your Endeavors.” Second, J. Cronin. Voted 3-0

**Pinecrest Clubhouse Committee Charge:** J. Cronin read the Charge. The Board agreed to revise the Charge by removing the following sentence, “The Committee will oversee the operations of the restaurant including a bid solicitation and a recommended Contract to be presented to the Board of Selectmen.”

M. Ahronian made a motion to approve the Charge as revised. Second, J. Cronin. Voted 3-0

**Bureau of Substance Addiction Services Contract Report:** J. Cronin made a motion to approve and submit the final report to the Department of Public Health. Second, J. Marsden. Vote 2-0-1 (Ahronian)

**Special Town Meeting:** M. Ahronian made a motion to open the Special Town Meeting Warrant. Second, J. Cronin. Voted 3-0

**Report of the Town Administrator:** J. Ritter reported the **Inspector of Buildings** position has been advertised, resumes received, the field has been narrowed down to the top four (4), interviews are scheduled for this Wednesday afternoon.

The second round of the **Green Communities** program is nearly complete and all projects should be completed by the end of the calendar year. Two (2) open projects are the lighting at the Library and the Energy Management System. Energy audits will be prepared on several town buildings in anticipation of the third round of grant funding for next Spring.

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The **Library** roof has been replaced on budget and on schedule the final part of that project is to replace the HVAC unit which has been ordered and should be installed around the first week of September.

There is a need to update the **Town's Personnel Bylaws**. It has been at least ten (10) years since any adjustments have been made. Special Labor Counsel has estimated this will cost about \$1,000 to get the bylaws before Town Meeting for approval in October. There was no objection from the Board.

J. Cronin asked about the expanded personnel study to include a review of personnel issues including compensation, use of employee contracts and agreements, existence of personnel board (or not) for employees to seek relief on Human Resource matters etc. J. Ritter said he viewed that as a different phase. J. Cronin said there is a need for transparent administrative and personnel policy review to determine if we are within the range of comparable communities for salaries, benefits, and other elements of employment. The Board agreed to pursue initial legal review of personnel by-laws for Fall Town Meeting consideration and then take up comprehensive review of personnel policies with an eye on May Annual Town Meeting for phase two needs.

**7.) Any Other Business: None**

**Adjourn:** At 7:49p.m. M. Ahronian made a motion to adjourn the meeting. Second, J. Cronin. Voted 3-0

Respectfully submitted,



J. Jeffrey Ritter  
Town Administrator