

HOLLISTON BOARD OF SELECTMEN

February 6, 2013
6:00 P.M.

Selectmen's Meeting Room
Town Hall

The Board met with the Board of Water Commissioners in Room 201 at Town Hall at 6:00 p.m. Present from the Board of Selectmen were Chairman Jay Marsden, Vice-Chairman Jay Leary and Clerk Kevin Conley. Also present was Town Administrator Paul Le Beau.

Mr. Adams apologized for the misunderstanding regarding the Selectmen's attendance this evening and explained that the Water Commissioners have a very busy agenda.

Mr. Marsden thanked the Water Commissioners for the opportunity to speak with them. He said that given the renewed discussion about the possibility of a DPW, perhaps the Commissioners could pause the Water Superintendent selection process, once they have chosen finalists, and await the outcome of a DPW discussion at the annual town meeting in May. Mr. Adams said he anticipated that there would be two finalists but he can't talk about the specifics of the hiring process. If the Selectmen put an article in the Warrant for the May town meeting regarding a DPW, they would so inform the candidates. He said there was also an issue of using water funds for a DPW Director. Mr. Weise said the DPW has been discussed for five years and the Water Commissioners don't agree with the idea. Mr. Antonioli said he would like to see a proposed staffing structure for a DPW.

Mr. Sharpin said he was prepared to stay on the job into September to finish ongoing major projects. Mr. Weise said the talk of a DPW hampers the process of hiring a Water Superintendent. Mr. Marsden said that presenting the DPW concept to the May town meeting would bring the issue to a conclusion.

Mr. Adams said that a staffing study done in 2006 rejected the idea of a DPW. Mr. Le Beau said the 2006 staffing study did not address the possibility of a DPW; it merely reviewed the Water Department staffing.

Mr. Weise said the Water Commissioners support the creation of an enterprise fund for water operations.

Mr. Leary asked if the Commissioners would hold on selecting a new Water Superintendent until after the town meeting. Mr. Weise said the Selectmen could go to town meeting with the DPW proposal. Mr. Adams said the time line seemed to work but the Commissioners would not support a DPW. He said the Superintendent Search Subcommittee would first eliminate "no fits", then they would talk to the rest of the candidates, then they would select two finalists to send to the Water Commissioners.

Mr. Marsden asked if the selection would wait until after town meeting. Mr. Adams said he would reserve the right to hire a new Superintendent before the town meeting.

The Selectmen thanked the Commissioners for their time.

The Selectmen took a recess at 6:45 p.m.

MR. CONLEY MOVED TO APPROVE THE FOLLOWING WARRANT

13-33 GENERAL WARRANT	\$173,287.87
VOIDS	\$ (55.00)
STUDENT ACTIVITY (8030) HIGH SCHOOL	\$ 4,910.25
HEALTH INSURANCE TRUST (701)	\$376,228.55
EXPENDABLE TRUST (722) OPEN SPACE COMMITTEE	\$ 204.00
AGENCY (890) VETERANS DISTRICT PAYROLL	\$ 1,021.08
GENERAL PAYROLL WARRANT	\$ 96,346.47
TOWN PAYROLL	\$ 97,367.55
TOTAL PAID WARRANT	\$651,943.22

ACCOUNTANT'S NOTE:

ACCRUED DEDUCTION LIABILITIES NOT PAID

\$ 26,590.52

TREASURER'S NOTE:

WIRE TO HEALTH INSURANCE TRUST

\$ 15,805.23

THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

COMMENTS FROM THE BOARD

Mr. Leary said that on Sunday February 3rd his house started filling up with smoke; he said that they called 911 and he was amazed at how fast the public safety personnel showed up. He said first the police then the members of the fire department. He said that it was amazing to see how fast they responded. Mr. Leary said that they got the job done. Mr. Leary thanked the first responders.

Mr. Leary said that they have been reading the Holliston Reporter and there were many comments about an article that Mr. Dowd put in the paper. Mr. Leary said that Mr. Dowd said that no one from the Selectmen's Office has gotten back to him on an issue. Mr. Leary said that this is the fourth time that they have responded to him. Mr. Leary said that the West Suburban Health Care Group was contacted about the Selectmen's concerns. Mr. Dowd took it upon himself to contact the West Suburban Health Group to get more information. Mr. Leary said that Mr. Dowd was invited to a meeting. Mr. Leary said that when the West Suburban Health Care Group gets back to us then we will bring everyone up to date. Mr. Leary said that they are not falling asleep on this, they are waiting for an answer. Mr. Leary said that Mr. Dowd needs to respect the work that the Selectmen are doing and that things take time.

Mr. Dowd said that Mr. Waldman is the Director of the West Suburban Health Care Group and on the Website it says to direct all question to him. Mr. Dowd said that Mr. Waldman did not answer any of his questions and in turn he told him to direct all questions to the Holliston Officials. Mr. Leary said that there will be a meeting on

February 19th and all questions will be answered then. Mr. Dowd thanked the Board for taking the time to discuss this.

Mr. Le Beau said that the trash and recycling will be starting at 6:00 a.m. because of the pending storm on Friday morning.

DOWNTOWN TRAFFIC STUDY

Jack Donovan was present to discuss the meeting that he attended last week. He said that Jay Leary, Selectmen; Tom Smith, Highway Superintendent; Paul Le Beau, Town Administrator; Karen Sherman, Town Planner; and Police Chief Moore all attended this meeting. Mr. Donovan said there have been three traffic studies done in the last 20 years. He said they were in 1995, 2007 and 2012. He said that all three all gave the same information but they missed the one thing that is important to the people in Town if they did put in traffic signals how much of a backup will there be. He said that this study will show the peak hours of traffic, it will give you the maximum numbers of cars that will be backed up, how many seconds or minutes it will take to go through the traffic light and how many light sequences. He said that we may want to look into something else including narrowing the roadway from 55 feet wide to slow the traffic down without signals. He would like to put an article in the spring Town Meeting Warrant to hire a consultant to do the traffic study and a design of the area.

Mr. Marsden said that the study that was done in 2012 was a safety audit and we did not have to pay for it. Mr. Marsden said that many things have been talked about to improve the flow of traffic. Mr. Marsden asked what will we get out of another traffic study except for the total car count. Mr. Donovan said that this study will even talk about parking and maybe lights or no lights. Mr. Leary said that Mr. Donovan has done traffic studies in the past. Mr. Leary said that these traffic audits do not give you all the information. Mr. Leary said that if we were to put traffic lights in, there would need to be a traffic study done again. Mr. Donovan said that the study would have to be within the calendar year. Mr. Leary said that if they put in bump outs in the downtown area it creates a problem for plowing. Also a roundabout will not help. Mr. Leary said that he thinks that putting in traffic lights will create a traffic jam.

Mr. Conley said that he would prefer an expert to help with a study. He asked if they would ask the local business for their input. Mr. Donovan said yes the business would be included in the study. He also asked if there was going to be a study on the surrounding streets so people would not use them as a short cut. Mr. Donovan said that the traffic count that they are requesting is for Hollis Street and Washington Street, Central Street and Washington Street, Exchange Street and Washington Street. Mr. Donovan said that it is hard to take a left hand turn during rush hour. Mr. Donovan said that this study will have a registered professional Traffic Engineer with 20 years of experience who has done ten intersections that look a lot like ours and he can tell us how it will work. Mr. Conley said that he is concerned about traffic trying to get around the lights by going through Mudville. He would like to know how will this affect this area. Mr. Conley suggested signs that say "DO NOT ENTER BETWEEN 4:00 P.M. AND 6:00 P.M." Mr. Donovan said that this Engineer will look at the whole picture. Mr. Conley also asked about expanding the sidewalks. Mr. Donovan said that they may want to put an island in the

middle of the roadways. Mr. Donovan said that you don't want to play with the sidewalk.

Mr. Marsden said that we want to spend our money wisely and get the most effective measures. There was a discussion about bump outs in the road and it was said that this is not a good thing because of the plowing and sanding. Mr. Donovan said that when the Traffic Engineer comes in to do the traffic study, he will put the designs in order from his first choice to his third choice.

MR. LEARY MOVED TO RECOMMEND THAT WE SPONSOR A JOINT ARTICLE FOR THE MAY TOWN MEETING WITH THE PLANNING BOARD FOR A TRAFFIC STUDY IN THE AMOUNT OF \$45,000. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

**BUDGET REVIEWS:
CONSERVATION COMMISSION
Postponed**

HIGHWAY DEPARTMENT

Tom Smith, Highway Superintendent was present. Mr. Leary asked Mr. Smith if has enough personnel. Mr. Smith said that in the summer he gets some extra staff. Mr. Smith said that in the future he would like to have another mechanic in the shop. Mr. Smith said that there are a lot of repairs on the smaller equipment. Mr. Smith said that during a storm he would like to have another full time person year round that can help out with the storm and all the small equipment repair and truck repair. Mr. Smith said that we always had two mechanics. Mr. Leary asked about the Highway garage. Mr. Smith said that it is in tough shape. He said that a few years ago they put insulation in the back of the building. Mr. Smith said that we could be looking at a new furnace in about 4 or 5 years. He said that it is an old building. Mr. Leary asked for a list of needs for the Highway garage. Mr. Leary spoke about the road projects that are coming up. Mr. Smith said they are improving the sidewalks around Church Street. Mr. Leary said that Mr. Smith has a 5 year plan in place for repaving roads.

Mr. Conley asked about the line item (contract lawn maintenance) what is that?

Mr. Smith said that he hired a landscaper to take care of the Town Buildings. He said that a few years ago they cut that out of the budget.

Mr. Leary said that the Highway Department is looking for people to shovel.

Mr. Smith said that if we get the amount of snow that they are talking about there will be a ton of snow so please have patience we will get to all the roads. Mr. Smith said that the plow drivers do a great job.

Mr. Le Beau said that there is an increase in the brush grinding and it is for the benefit of the Recycling Center on Marshall Street. Mr. Smith said that now that we have a bucket truck they can take care of many of the trees in Town.

COUNCIL ON AGING

Lina Arena-Derosa, Director was present. Ms. Arena-Derosa thanked Mr. Smith and the rest of the Highway Department for all their help in keeping the Center going. Ms.

Arena-Derosa said that the staff is going to get a 1% increase in pay. Ms. Arena-Derosa said that she had a meeting with Mr. Conley and he asked why was the utility line lower that last year. Ms. Arena-Derosa said that last year they put in new thermostats and they can control the temp in the building night and day. Ms. Arena-Derosa said that they did an energy study and that was one of the things in the report that was very important to do. Ms. Arena-Derosa said that they increased the communication line for the cost of stamps. Ms. Arena-Derosa said that they have the Center cleaned twice a week. She said that maintaining the building is one of her top priorities. She said that the cost of office supplies is expensive and the cost of paper keeps going up.

Ms. Arena-Derosa said that they are growing and they would like to hire a program person. She said that they need more professional help. She is looking for someone for 18 hours per week. Ms. Arena-Derosa said that they did a survey and they would like to open on Tuesday night from 5:00 p.m. to 9:00 p.m. to offer educational and well being classes. Ms. Arena-Derosa reminded everyone that the Town does not pay for any of the programs they fundraise to pay for the programs. She said that they will need staff to keep the place open.

Mr. Conley asked Ms. Arena-Derosa for a copy of all the job descriptions. Ms. Arena-Derosa said that a copy of all the job descriptions are in your packet.

Ms. Arena-Derosa said that the van is in constant use because the seniors are over 75 and do not drive anymore. She said that the van takes them to their medical appointments and shopping. She said that the van has been taking them to their appointments for years and it is hard for some senior to take the Lift Bus because they do not live on the route. She would like to have more van hours. Ms. Arena-Derosa said that when she became the director in 2006 there were 2,370 visits and last year there were 11,458 visits. So as you can see the Center is growing and it is continuing to grow. She said that she does not want to go over budget. Ms. Arena-Derosa said that it is a team effort to keep the Center going. She said that she can call the Highway Department to fix anything that breaks and that has saved her budget. Ms. Arena-Derosa said that she has a sign in sheet for every program that they run so that they can keep track of the number of visits. She said that they have partnered with the schools to have the kids join them for events.

TECHNOLOGY BUDGET

Mr. Le Beau said that Mr. Corman could not make the meeting so he was going to give the presentation. Mr. Le Beau said that Mr. Corman's budget followed the guideline. There was a small increase in the salary line. The Communication line went down by \$400 because of the new phone system. He said that office supplies remained the same. Looking ahead Mr. Corman anticipates a capital expense of \$15,000 to \$20,000 for new operating software in the next year.

MINUTES

MR. CONLEY MOVED TO APPROVE THE MINUTES OF NOVEMBER 28, 2012, AS WRITTEN. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

MR. CONLEY MOVED TO APPROVE THE MINUTES OF DECEMBER 10, 2013, AS WRITTEN. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

MR. CONLEY MOVED TO APPROVE THE MINUTES OF DECEMBER 19, 2013, AS WRITTEN. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

MR. CONLEY MOVED TO APPROVE BUT NOT RELEASE THE EXECUTIVE SESSION MINUTES OF JANUARY 30, 2013. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

CASINO REGULATIONS – SURROUNDING COMMUNITIES

Mr. Marsden said that there will be a meeting in March about the Casino.

WINTHROP CANAL

Mr. Le Beau said that the Highway Department has cleaned out the canal. He said that there was a lot of trash in the canal.

CONSERVATION COMMISSION – BY-LAW

Mr. Le Beau said that they will be reviewing the By-laws.

AT 8:35 P.M., MR. CONLEY MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

Respectfully submitted,

Donna A. Muzzy

approved_____