

ANNUAL TOWN MEETING WARRANT
May 15, 2023 HOLLISTON HIGH SCHOOL

TOWN OF HOLLISTON

Commonwealth of Massachusetts

Middlesex, ss.

Town of Holliston

To any Constable of the Town of Holliston, Greetings:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of the Town of Holliston who are qualified to vote in Town affairs to meet in the Holliston High School auditorium on:

Monday,	May 15, 2023
Tuesday,	May 16, 2023 (if necessary)
Wednesday,	May 17, 2023 (if necessary)
Thursday,	May 18, 2023 (if necessary)

at **7:00 p.m.** to act on the following Articles, to wit:

ARTICLE 1. HEAR REPORT OF THE SELECT BOARD

SPONSORED BY: Select Board

To hear and act on the report of the Select Board.

COMMENTS: The Select Board will provide a report on activities of the Board since the last Annual Town Meeting. This is a standard article that allows reports commissioned by the Town to be heard.

ARTICLE 2. HEAR REPORT OF THE FINANCE COMMITTEE

SPONSORED BY: Finance Committee

To hear and act on the report of the Finance Committee.

COMMENTS: The Chairman of the Finance Committee will provide a report regarding the Town's overall financial condition.

**ARTICLE 3. AUTHORIZE TREASURER/COLLECTOR TO SELL
FORECLOSED TAX TITLE PROPERTIES**

SPONSORED BY: Select Board

To see if the Town will vote to authorize the Town Treasurer/Collector, subject to the approval of the Select Board, to sell property acquired through foreclosure of tax titles by the Town and other real estate, after first giving notice of the time and place of the sale by posting such notice of sale in some convenient place in the Town, by publishing such notice of such sale in a newspaper having general circulation in the Town and by posting such notice on a Holliston Cable Access Television (HCAT) bulletin board and on the Town's website at least fourteen (14)

days before the sale. The Treasurer/Collector shall also give notice of such sale to the Executive Director of the Holliston Housing Authority, the Chair of the Holliston Housing Trust and the Chair of the Holliston Housing Committee or its subsequent equivalent by first class letter at least forty-five (45) days before the sale. The Treasurer/Collector may hold a public auction and may reject any bid which she/he deems inadequate, and any such advertisement, notice or indication that real property is to be offered for sale by the Town of Holliston, or any department, commission, or other subdivision of the Town shall include the following statement: "Buyers should be aware that the Town of Holliston does not guarantee this property to be in conformity with existing zoning bylaws."

Whenever the proceeds of the sale or other disposal of real estate, other than that acquired through tax title foreclosure, by the Town of Holliston exceed five hundred dollars, the same shall be applied to the payment of indebtedness incurred in acquiring such real estate or shall be added to the sinking fund, if any, from which said indebtedness is payable, or if no such indebtedness is outstanding will be applied to the Town's Capital Expenditure Fund as established by Chapter 46 of the Acts of 1993. The proceeds of a sale in excess of five hundred dollars of any park land by the Town shall be used only by the Town for acquisition of land for park purposes or for capital improvements to park land; or take any action relative thereto.

COMMENTS: From time to time, the Treasurer/Collector takes personal property (mostly real estate) with the approval of the Land Court due to delinquency to make property tax payments. This article would allow the Treasurer/Collector to dispose of those properties.

ARTICLE 4. TAX WORKOFF PROGRAM – CH. 59, SEC. 5K & 5N
SPONSORED BY: Select Board

To see if the Town will vote to amend prior acceptance of Chapter 59, Sections 5K and 5N, by allowing the maximum reduction of the real property tax bill, up to 125 volunteer service hours in a given tax year; or take any action relative thereto.

COMMENTS: Currently the Town is allowing the reduction of the real property bill by \$1,000 in a tax year, and required to pay minimum wage for the volunteer service hours, meaning the number of hours allowed to be worked decreases if/when minimum wage increases. By amending the Town's acceptance of Chapter 59, the Town will be able to allow for 125 volunteer hours in a given tax year as minimum wage is set to increase.

ARTICLE 5. AUTHORIZE THE SELECT BOARD TO SELL
SURPLUS EQUIPMENT

SPONSORED BY: Select Board

To see if the Town will vote to authorize the Select Board to hold a public auction for the purpose of disposing of surplus departmental equipment; or take any action relative thereto.

COMMENTS: This standard article allows the Town to sell used vehicles, equipment or other personal property.

ARTICLE 6. AMEND INTEREST RATE PER ANNUM

SPONSORED BY: Board of Assessors

To see if the Town will vote to amend the interest rate per annum from 8% to 6% under the provisions of Massachusetts General Laws Chapter 59, Section 5, clause 41A, which regulates tax deferral for homeowners 65 years or older, pursuant to the authority contained in Chapter 136 of the Acts of 2005, thereby amending said clause 41A; or take any action relative thereto.

COMMENTS: Residents who are 65 and older may take advantage of this option at an annual rate of 6%. This Article requires annual approval at Town Meeting. The Board of Assessors unanimously in favor.

ARTICLE 7. AMEND INCOME REQUIREMENTS

SPONSORED BY: Board of Assessors

To see if the Town will vote to accept the provisions of Section 51 of Chapter 184 of the Acts of 2002, amending the income requirements under Massachusetts General Laws Chapter 59, Section 5, clause 41C; or take any action relative thereto.

COMMENTS: This would allow the Town to increase the statutory income requirements to \$20,000 for single and \$30,000 for married couples from \$10,000 to \$12,000. The Article was originally adopted by the Town in 2006. This Article requires annual approval at Town Meeting. The Board of Assessors unanimously in favor.

ARTICLE 8. VETERANS' TAX EXEMPTIONS

SPONSORED BY: Board of Assessors

To see if the Town will vote to accept the following statutory provisions affording tax exemptions:

M.G.L. Chapter 59 Section 5 Clause 22G (inserted by Chapter 218 of the Acts of 2018 known as an Act Relative to Veterans' Benefits, Rights, Appreciation, Validation, and Enforcement ("BRAVE Act")), signed into law August 28, 2018, which provides for a property tax exemption for any real estate that is the domicile of a person but is owned by a trustee, conservator or other fiduciary for the person's benefit if the real estate would be eligible for exemption under clause 22, 22A, 22B, 22C, 22D, 22E, or 22F if the person were the owner of the real estate;

M.G.L. Chapter 59 Section 5, Clause 22H (inserted by Chapter 218 of the Acts of 2018 known as an Act Relative to Veterans' Benefits, Rights, Appreciation, Validation, and Enforcement ("BRAVE Act")), signed into law August 28, 2018, which provides for a property tax exemption for real estate to the full amount of the taxable valuation of the real property of the surviving parents or guardians of soldiers and sailors, members of the National Guard and Veterans who: (i) during active duty service, suffered an injury or illness documented by the United States Department of Veteran Affairs or a branch of the armed forces that was a proximate cause of their death; or (ii) are missing in action with a presumptive finding of death as a result of active duty service as members of the Armed Forces of the United States; provided, however, that the real estate shall be occupied by the surviving parents or guardians as the surviving parents' or

guardians' domicile; and provided further that the surviving parents or guardians shall have been domiciled in the commonwealth for the 5 consecutive years immediately before the date of filing for an exemption pursuant to this clause or the soldier or sailor, member of the National Guard or veteran was domiciled in the commonwealth for not less than 6 months before entering service. Surviving parents or guardians eligible for an exemption pursuant to this clause shall be eligible regardless of when the soldier, sailor, member of the National Guard or veteran died or became missing in action with a presumptive finding of death; provided however, that the exemption shall only apply to tax years beginning on or after January 1, 2019. Such exemption shall be available until such time as the surviving parents or guardians are deceased. No real estate shall be so exempt which has been conveyed to the surviving parents or guardians to evade taxation; and

That Veterans must have (1) been domiciled in Massachusetts for at least 6 consecutive months before entering military service, or (2) lived in Massachusetts for at least 1 consecutive year before the tax year begins;

Or take any action relative thereto.

BOARD OF ASSESSORS' COMMENTS: The article would provide three separate impacts for Veterans: (1) the residency definition would allow Veterans less time in Massachusetts to qualify for the exemptions currently offered by the Town, (2) add 22H which allows "Gold Star" parents to be exempted from taxes at a rate of 100%, and (3) add 22G which allows a parent who is a caretaker to a Veteran to receive exemption normally given to the Veteran, so long as they file a fiduciary trust. The Board of Assessors unanimously in favor.

ARTICLE 9. PERSONAL PROPERTY EXEMPTION

SPONSORED BY: Board of Assessors

To see if the Town will vote to accept clause 54 of Section 5 of Chapter 59 of the Massachusetts General Laws, and authorize the Town to establish a minimum fair cash value required for a personal property account to be taxed, and further establish such minimum fair cash value at \$5,000, to be effective for the fiscal year beginning July 1, 2023 and ending June 30, 2024; or take any action relative thereto.

COMMENTS: The personal property exemption was voted for FY2007 at \$3,000 and has been in place since this time. The Board of Assessors voted on February 15, 2022 to increase this exemption from \$3,000 to \$5,000. The Board of Assessors unanimously in favor.

ARTICLE 10. REVOLVING FUND SPENDING LIMITS

SPONSORED BY: Select Board

To see if the Town will vote to authorize the spending limits of the following revolving funds established under the Town Bylaw and General Laws Chapter 44, Section 53E ½:

Revolving Fund	Spending Limit
Wetlands Filing Fee	\$40,000
Council on Aging	\$5,000
Composting Kit	\$3,000
Recycling & Sustainability	\$60,000
EV Charging Stations	\$100,000
Response and Recovery	\$25,000
Abutters List	\$5,000
Building Inspection	\$150,000
Town Hall Rental	\$25,000
Senior Center Van	\$10,000
Agricultural Commission	\$10,000
Sealer of Weights and Measures	\$10,000
Fluorescent Bulb Recycling	\$3,000
Banner	\$5,000
Accident Fee	\$5,000
Inoculation	\$20,000
Cost of Prosecution	\$30,000
Nutrition	\$10,000
Pinecrest Golf Course	\$200,000
Technology Repair and Replenish	\$75,000

COMMENTS: Town Meeting establishes the spending limits of a Revolving Fund and the Town Accountant monitors all other spending in these accounts in addition to approvals from the Select Board or School Committee, as applicable.

ARTICLE 11. COMPENSATION FOR ELECTED OFFICIALS
SPONSORED BY: Select Board

To see if the Town will vote to raise and appropriate or transfer from available funds for the purposes of fixing the salaries and compensation of all elected officers of the Town effective July 1, 2023, which salaries and compensation are printed below.

COMPENSATION SCHEDULE – ELECTED OFFICIALS	FY2023	FY2024
Board of Assessors	\$5,000	\$2,500
Select Board	\$125	\$50
Town Clerk (Salary, incl. certification) or take any action relative thereto.	\$81,860	\$90,000

COMMENTS: The Town Clerk's salary was discussed with the Chairs of the Finance Committee and Select Board for comparison to the market in light of regulatory changes at the State Level which have increased the workload of Clerk's Offices in the Commonwealth, with early voting and mail-in voting changes.

ARTICLE 12. PAY UNPAID BILLS**SPONSORED BY: Select Board**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for unpaid bills from prior years; or take any action relative thereto.

Vendor	Fiscal Year	Amount	Board
Town of Ashland (ACO)	2022	\$250	Select Board
MMA Job Posting (YFS)	2022	\$225	YFS/HR

COMMENTS: Bills from a prior year, after a reasonable amount of time, can no longer be paid without additional Town Meeting approval. The reasons for this to occur may include late submission of an invoice from the vendor, or late submission from a department for a Reserve Fund Transfer request to the Finance Committee by a Board, Committee, Commission or Department. The ACO bill was for veterinarian bills related to abandoned puppies in Holliston in June 2022. The MMA job posting was related to a vacancy in Youth & Family Services where the bill arrived with a June 29, 2022 date for a posting that happened in July.

ARTICLE 13. CURRENT FISCAL YEAR TRANSFERS**SPONSORED BY: Select Board**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of supplementing various accounts of the Town's Fiscal Year 2023 annual operating budget, previously voted by the Town under Article 27 of the Warrant for the May 9, 2022 Annual Town Meeting; or take any action relative thereto.

Department	Amount	Source
Snow & Ice (01423-54000)	\$11,750	Reserve Fund (01132-57810)
DPW Water Operating (61450-55809)	\$60,000	Water Retained Earnings
Liability Insurance (01945-57400)	\$24,938	Benefits/Insurance (01914-51751)
Accountant Operating (01135-53000)	\$10,000	Accountant Salaries (01135-51100)
Police Operating (01210-53000)	\$40,000	Police Salaries (01210-51101)
Select Board Salaries (01122-51110)	\$3,400	Building Ins. Salaries (01241-51116)
DPW Hwy Salaries (01420-51113)	\$7,000	Building Ins. Salaries (01241-51116)
Treas./Collector Salaries (01145-51110)	\$1,950	Unemployment (01913-51780)
Parks & Recr. Salaries (01650-51110)	\$1,150	Unemployment (01913-51780)
Yth & Family Salaries (01542-51110)	\$300	Unemployment (01913-51780)

COMMENTS: Adjustments to the non-union pay scales were approved at the October 2022 Fall Town Meeting, effective January 1, 2023. At the time, the projected impact was \$12,000 but due to employee turnover, only \$3,400 is needed to cover the changes to the compensation and classification of non-union staff. Additionally, Select Board and DPW administrative support were above budget due to succession planning (retirement) and family medical leave reasons. The Town Accountant position was also vacated and the Town brought in a 3rd party consulting firm to cover the office, requiring personnel costs to be transferred to cover operating costs, each of which are approved in separate "buckets" by Town Meeting with the Omnibus Budget.

ARTICLE 14.**AMEND CONSOLIDATED PERSONNEL BY-LAW
SECTION 29, JOB AND WAGE CLASSIFICATION PLAN****SPONSORED BY: Town Administrator**

To see if the Town will vote to amend the Consolidated Personnel By-law Section 29, Job and Wage Classification Plan, by reflecting those revisions, deletions and/or additions to be effective as of July 1, 2023; or take any action relative thereto.

**JOB CLASSIFICATION PLAN - FY2024
(Full and Part-Time Employees)**

POSITION	Grade	POSITION	Grade
Administrative Assessor	500	Custodian	200
Administrative Clerk	400	Dispatcher	500
Assistant Town Accountant	500	Economic Development	600
Assistant Assessor	600	Head Dispatcher	700
Assistant Building Inspector	600	Head of Library Circulation	500
Assisant Collector	500	Library Cataloger	400
Assistant Library Director	600	Library Technician	200
Assistant, Recreation Director	600	Office Assistant	100
Assistant Senior Center Director	600	Outreach Coordinator	500
Assistant Town Clerk	500	Police Matron	100
Assistant Treasurer/Payroll Manager	600	Principal Clerk	400
Children's Librarian	600	Program Coordinator	300
Comm. Therapist/Court Diversion Cood.	600	Reference Librarian	500
Crossing Guard	100	Van Driver	100

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13
100	18.27	18.69	19.12	19.56	20.01	20.47	20.94	21.43	21.91	22.42	22.94	23.47	24.00
200	19.79	20.25	20.72	21.19	21.68	22.18	22.69	23.20	23.74	24.29	24.85	25.42	26.00
300	21.32	21.80	22.31	22.82	23.35	23.88	24.43	24.99	25.57	26.16	26.76	27.37	28.00
400	22.84	23.37	23.90	24.45	25.01	25.59	26.18	26.78	27.39	28.02	28.66	29.32	30.00
500	26.90	27.52	28.15	28.80	29.46	30.14	30.83	31.54	32.27	33.01	33.77	34.54	35.33
600	28.93	29.60	30.28	30.97	31.68	32.41	33.16	33.92	34.70	35.49	36.32	37.15	38.00
700	29.94	30.63	31.33	32.05	32.79	33.55	34.32	35.11	35.92	36.74	37.59	38.45	39.34

JOB AND WAGE CLASSIFICATION PLAN - MANAGERIAL - FY2024

Position	Grade	Position	Grade
Asst. Town Adm/HR Director	M4	IT Director	M3
Asst. Fire Chief	M4	Library Director	M2
Building Inspector	M3	Police Chief	M5
COA Director	M2	Police Lieutenant	M4
Conservation Agent	M2	Principal Assessor	M3
DPW Director	M4	Recreation Director	M2
Deputy DPW Dir/Hwy Super.	M3	Town Accountant	M3
Facilities Manager	M3	Town Administrator	M6
Finance Dir/Treasurer/Collector	M4	Town Planner	M2
Fire Chief	M5	Youth & Family Services Dir.	M2
Health Agent/Director	M2		

GRADE	MIN	1/3 POINT	MIDPOINT	2/3 POINT	MAX
M2	60,896	71,589	82,280	92,972	103,664
M3	76,612	85,445	94,281	103,114	111,947
M4	96,504	107,865	113,544	119,225	130,585
M5	137,281	150,481	163,681	176,881	190,081
M6	158,401	166,321	174,241	182,161	190,081

JOB AND WAGE CLASSIFICATION - ADMINISTRATIVE SUPPORT - FY2024

Position	Grade	Position	Grade
Administrative Assistant (40 hr/wk)	A2	Office Manager (35 hr/wk)	A1
HR/Benefits Manager (40 hr/wk)	A2		

	MIN				1/3 PT		MID		2/3 PT				MAX
Grade	1	2	3	4	5	6	7	8	9	10	11	12	13
A1	48,765	50,199	51,632	53,066	54,501	55,935	57,369	58,803	60,238	61,672	63,106	64,540	65,976
A2	61,506	63,307	65,107	66,907	68,708	70,508	72,312	74,112	75,903	77,703	79,504	81,304	83,115

JOB COMPENSATION PLAN-INTERMITTENT AND FIRE DEPARTMENT POSITIONS-FY2024

INTERMITTENT RATES

(Temporary, Seasonal, Miscellaneous and Per Diem Position)

Position	Beginning Rate	Each Year Returning	Max Rate
Camp Counselors	Minimum Wage	.25 per hour	\$16.00
Camp Director	\$20.00		\$25.00
Camp Supervisor	\$17.00		\$22.00
Camp Labor Assistant	Minimum Wage	.25 per hour	
Clerks to the Boards/Committees	\$18.00	.25 per hour	\$22.00
Clinic Assistants	Minimum Wage	.25 per hour	\$16.00
Clinic Supervisor	\$25.00		\$35.00
Gate Guards	Minimum Wage	.25 per hour	\$16.00
IT Support	\$18.00	.25 per hour	\$22.00
Library Page	Minimum Wage	.25 per hour	\$20.00
Lifeguards	\$18.00	.25 per hour	\$20.00
Lifeguard Supervisor	\$20.00	.25 per hour	\$25.00
Waterfront Supervisor	\$20.00		\$26.00
Minute Taker	\$100 per set of completed minutes		
Multi-Sport Counselor	60% of the clinic revenues		
Per Diem Dispatchers	\$25.00	.25 per hour	\$35.00
Program Assistants	Minimum Wage	.25 per hour	\$16.00
Program Coordinator	20.00	.25 per hour	\$24.00
Program Supervisor			
Recycle Center Attendant (title change only)	20.00	.25 per hour	\$24.00
Temporary Clerical Employees	18.00	.25 per hour	\$22.00
Temporary DPW Employees	15.00	.25 per hour	\$19.00

FIREFIGHTERS RATES

Deputy Chief		Monthly	\$830.59
Captain		Monthly	\$550.09
Lieutenant		Monthly	\$503.68
Firefighter		Monthly	\$497.02
Fire-Weekend	Deputy, Captain, Lieutenant	Weekend	\$429.57
Fire-Weekend	Firefighters	Weekend	\$106.66
Fire Hourly	Firefighter	Hourly	\$35.79
	Lieutenant	Hourly	\$36.42
	Captain	Hourly	\$38.13
	Deputy	Hourly	\$41.55
Training		2 Hr Training	\$80.00

AMBULANCE / EMT RATES

EMT Incident/Response Hrly Rate	First Responder/EMT-Basic	Hourly	\$23.46
	EMT-Advanced	Hourly	\$25.13
	EMT-Paramedic	Hourly	\$25.76
EMT Off-site Rate per Shift (Incident/Response hrly rate applies if called to respond)	First Responder	12 Hr Shift	\$100.26
	EMT-Basic	12 Hr Shift	\$107.01
	EMT-Advanced	12 Hr Shift	\$110.32
	EMT-Paramedic	12 Hr Shift	\$120.76
EMT On-site Rate per Shift	First Responder	12 Hr Shift	\$281.52
	EMT-Basic	12 Hr Shift	\$281.52
	EMT-Advanced	12 Hr Shift	\$301.52
	EMT-Paramedic	12 Hr Shift	\$309.10
Off Duty Personnel Called To Duty	Applicable Incident/Response Hrly. Rate		(1.5 hr min)
Deputy Fire Chief	Deputy Fire Chief	Monthly	\$949.94
Training		2 Hr Training	\$80.00

COMMENTS: These charts incorporate a 1.5% COLA adjustment for FY24 and two new positions developed and supported unanimously by the Select Board and Finance Committee: Assistant Fire Chief / EMS Director and Economic Development support staff.

ARTICLE 15. FISCAL YEAR 2024 BUDGET

SPONSORED BY: Omnibus Budget

To see what money the Town will vote to raise and appropriate or transfer from available funds to meet expenses and outlays to Town departments, salaries of Town Officers, sundry and miscellaneous but regular expenditures, for a Reserve Fund, and to appoint trustees or caretakers or authorize the Select Board to appoint caretakers of the cemeteries of the Town not otherwise provided for, the ensuing year; or take any action relative thereto.

COMMENTS: Tracking of budget development process from December 2022 to May 2023 is available on the Town's website, from (1) Departmental Requests in January 2023, to (2) Town Administrator Recommended budget on March 2, 2023, to (3) Select Board Recommended budget on March 21, 2023, to (4) Finance Committee Recommended budget on April 18, 2023. The 5th and final step of the budget process is a Town Meeting approved Omnibus Budget which becomes the official budget for FY2024.

ARTICLE 16. TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR THE CAPITAL EXPENDITURE FUND

SPONSORED BY: Select Board Estimated Cost: \$2,350,000

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the Capital Expenditure Fund; or take any action relative thereto.

COMMENTS: It has been the custom of the Town to annually transfer from reserves a sum of money to the Capital Expenditure Fund to be used at the October Special Town Meeting to fund capital expenditure requests. *(\$2,350,000 from Raise & Appropriate)*

ARTICLE 17. CAPITAL EXPENDITURES

SPONSORED BY: Select Board Estimated Cost: \$1,270,060

To see if the Town will vote to raise and appropriate or transfer from available funds, or borrow a sum of money for the purpose of capital expenditures, including replacement and new vehicles and equipment, for the Schools, Select Board, Facilities Maintenance, Fire, Police and Public Works Departments, and authorize the Select Board to trade or sell used equipment toward part of the purchase price; or take any action relative thereto.

Department	Item / Activity	Estimated Cost
Fire/Ambulance	Asst. Fire Chief, SUV (Hybrid), equipped	\$70,000
Facilities	Town Hall ADA Ramp, Front Stairs & Landing	\$75,000
Facilities	Town Hall HVAC Systems	\$12,150
Facilities	Central Fire HVAC Improvements	\$21,910
Facilities	COA (Senior Center) HVAC Systems	\$12,500

Facilities	Police Department HVAC Systems	\$35,000
DPW (Hwy)	Front End Loader with Attachments	\$220,000
DPW (Hwy)	Snow & Ice Equipment	\$36,500
DPW (Grounds)	Equipment & Attachments	\$30,000
School	Shingled Roof(s)	\$757,000
		\$1,270,060

COMMENTS: The Town approves capital requests in both May and October, with larger requests generally scheduled for the Fall Town Meeting when Free Cash is certified. The list above are items that have been vetted and represented in the Town’s 5-Year Capital Improvement Plan (FY2023-2027). The balance of the Capital Expenditure Fund as of March 31, 2023 is \$8.3 million and the total impact of capital costs in this Warrant are offset by the funding into the Capital Expenditure Fund. *(\$1,270,060 from Capital Expenditure Fund)*

**ARTICLE 18. TRANSFER FROM AVAILABLE FUNDS A SUM OF
MONEY FOR THE GENERAL STABILIZATION FUND**

SPONSORED BY: **Select Board**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the Stabilization Fund; or take any action relative thereto.

COMMENTS: The Stabilization Fund is a long range financial planning tool that the Town can lawfully set aside revenues and fund large unforeseen expenses. It is similar to a savings account. No contribution is anticipated in May 2023, with the article intended to be brought back to the October Fall Town Meeting.

**ARTICLE 19. TRANSFER FROM AVAILABLE FUNDS A SUM OF
MONEY FOR THE PROGRAMMATIC STABILIZATION
FUND**

SPONSORED BY: **Select Board** **Estimated Cost: \$63,599**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the Programmatic Stabilization Fund; or take any action relative thereto.

COMMENTS: The Programmatic Stabilization Fund is used to “kick-start” the organizational changes that can demonstrate future decreased operational costs or increased non-tax revenue. *(\$63,599 from Free Cash)*

**ARTICLE 20. ESTABLISHMENT OF CAPITAL STABILIZATION
ACCOUNT BY SOUTH MIDDLESEX REGIONAL
VOCATIONAL SCHOOL**

SPONSORED BY: **Select Board**

To see if the Town will vote to authorize the South Middlesex Regional Vocational Technical School (aka Keefe Regional Technical School) District Committee to establish a Capital Stabilization Account for the South Middlesex Regional Vocational Technical School (aka Keefe

Regional Technical School) District, pursuant to Section 16G ½ of Chapter 71 of the Massachusetts General Laws, or take any action thereon or relative thereto.

COMMENTS: The South Middlesex Regional Vocational School has provided educational programs for Holliston students for many years. Holliston students benefit from academic and technical education in modern technology applications and occupation specific skills, preparing them to become productive and contributing members of society.

**ARTICLE 21. FACILITY FOR DEPARTMENT OF PUBLIC WORKS;
DESIGN & ENGINEERING, CONSTRUCTION &
ADMINISTRATION**

SPONSORED BY: **Select Board** **Estimated Cost: \$30,000,000**

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the purpose of designing and constructing a new facility for the Department of Public Works, in addition to decommissioning the two existing facilities located at Arch Street and Central Street for future public or private use; or take any action relative thereto.

COMMENTS: The total estimated cost of the DPW Facility, including soft costs, will be \$30 million. The Select Board, Finance Committee and School Committee each participated in a Working Group to discuss future capital needs and proposed a plan that would reduce the impact to residents of a debt-exclusion, by using \$7 million from the Capital Expenditure Fund (CapEx) to reduce the borrowing to \$23 million. Further, the proposal splits the borrowing authorization between 75% non-excluded debt (meaning it must be balanced within the Operating budget, and does not raise taxes above Proposition 2 ½, protecting tax payers) and 25% excluded debt (meaning that for the life of the bond, the debt service on \$5.75 million can be raised above Proposition 2 ½, and the exclusion goes away when the bond matures). See Appendix 1 for summary.

In all, \$30 million is split as such:

- \$7.00 million cash (CapEx)
- \$17.25 million borrowing (non-excluded)
- \$5.75 million borrowing (excluded)
- **\$30.00 million total project cost estimate, including soft costs**

(\$7,000,000 from Capital Expenditure Fund; \$17.25 million from non-excluded borrowing; \$5.75 million from excluded borrowing with corresponding ballot question on May 23, 2023 ballot)

ARTICLE 22. WATER & TRANSPORTATION INFRASTRUCTURE IMPROVEMENTS

SPONSORED BY: Select Board **Estimated Cost: \$16,200,000**

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the purpose of designing and constructing improvements to water mains, roadways, sidewalks, and drainage for Norfolk Street, Central Street and Goulding Street; or take any action relative thereto.

COMMENTS: A Working Group of members of the Select Board, Finance Committee and School Committee have discussed financial modeling of future capital needs and put forward a financial sustainable approach to addressing critical infrastructure projects while trying to mitigate financial impacts to the taxpayers, while also considering the need for future borrowing capacity of large projects such as the High School.

With that, two separate reports from a design/engineering firm, Stantec, have prioritized Norfolk Street, Central Street and Goulding Street projects for Water Main replacements in their 10-15 year recommended capital improvement plans (online link), while the needs to replace or rehabilitate existing roadway, sidewalks and drainage are also considered within these projects. For these three (3) projects, there are opportunities also to connect existing sidewalks to allow for equitable pedestrian/bike access to the Schools on Woodland Street, Rail Trail, Parks on Norfolk Street and Senior Center on Goulding Street.

(in millions)

Stantec Priority	Water Mains, Roadway, Sidewalks, Drainage	Water Enterprise	Cash & Other	General Fund Borrowing*	Total Cost Est.
1	Norfolk Street	\$ 3.7	\$ 1.5	\$ 3.7	\$ 8.9
2	Central Street	\$ 2.3	\$ -	\$ 1.3	\$ 3.6
3	Goulding Street	\$ 3.1	\$ -	\$ 0.6	\$ 3.7
Totals		\$ 9.1	\$ 1.5	\$ 5.6	\$ 16.2

**Corresponding ballot question on May 23, 2023 election for Debt Exclusion*

Note: these figures include inflationary assumptions, and do not include any assumptions for Federal or State grants to offset, though applications are pending

See Appendix 1 for summary. **(\$2.6 million from Water Infrastructure Fee; \$5.60 million from excluded borrowing with corresponding ballot question on May 23, 2023 ballot)**

ARTICLE 23. GOLF COURSE IMPROVEMENTS

SPONSORED BY: Select Board

To see if the Town will vote to transfer from available funds a sum of money for the purpose of making improvements to the cart paths and drainage, and for mitigation of invasive species at Pinecrest Golf Course for holes 2 through 8; or take any action relative thereto.

COMMENTS: The Golf Course Advisory Committee to make comments at Town Meeting.
(\$200,000 from Pinecrest Revolving Fund)

**ARTICLE 24. REPORT OF THE COMMUNITY PRESERVATION
COMMITTEE**

SPONSORED BY: Community Preservation Committee

To see if the Town will vote to act on the report of the Community Preservation Committee for the fiscal year 2023 community preservation budget and to appropriate or reserve for later appropriation monies from Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year:

Reserves

Community Housing Reserve	\$ 72,016
Open Space Reserve	\$ 72,016
Historic Resources Reserve	\$ 72,016

Appropriations

Administrative Functions to support the Committee	\$5,000
Cemetery Preservation - Hopping Brook Cemetery	\$25,000
Community Farm Improvements (sunset extension)	\$10,000

Total: \$40,000 (see article 25 for separate request)
or take any action relative thereto.

COMMENTS: Total balance of Community Preservation Fund as of May 2023 Annual Town Meeting is approximately \$4.47 million, prior to approvals for the above requests. Comments to be made at Town Meeting by Community Preservation Committee. *(\$30,000 from Community Preservation Fund General Balance; \$10,000 sunset extension on previous approval)*

**ARTICLE 25. GOODWILL PARK PROJECT; COMMUNITY
PRESERVATION COMMITTEE FUNDING**

SPONSORED BY: Community Preservation Committee

To see if the Town will vote to appropriate or reserve for later appropriation monies from Community Preservation Fund annual revenues or available funds for improvements to Goodwill Park; or take any action relative thereto:

COMMENTS: CPC and Parks & Recreation comments at Town Meeting. Total project request, recommended for approval by CPC is \$1.1 million. Scope includes the installation of a prefabricated bathroom unit, the demolition of the existing pavilion/stage area and garage, an addition on the historic stone building in the footprint of the old pavilion/garage space, as well as a new stage and tennis court seating area located more centrally to the field at Goodwill Park. The project aims to provide a higher level of service to the users of the park and playground, as

well as increase Parks & Recreation’s ability to meet the growing demand for camp with additional indoor space. Project summarized in Appendix 2. *(\$1,100,000 from Community Preservation Fund)*

ARTICLE 26. INTERIM REPORT OF THE ENVISIONING FUTURE HOLLISTON COMMITTEE

SPONSORED BY: Town Administrator

To hear a report from the Comprehensive Long Range Plan Committee (also known as “Envisioning Future Holliston”) pursuant to the charge established at the May 2021 Annual Town Meeting, or take any action relative thereto.

COMMENTS: Envisioning Future Holliston is supported by a previous Town Meeting approved article for funding (supplemented by ARPA funding) to engage a consultant for the development of a Town-Wide Strategic Plan. BerryDunn was selected and is currently in the “community engagement” phase of the project, including scheduled Community Forums, an interactive website (Social PinPoint), grassroots data collection (“Meeting-in-a-Box”) and small focus groups. The final product will be honed over the summer months, with a presentation planned for the Oct 2023 Fall Town Meeting and final deliverable by the end of 2023.

ARTICLE 27. SPECIAL LEGISLATION – AGE 65, GROUP 4

SPONSORED BY: Town Administrator

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation for Mark Dellicker, a Town of Holliston call firefighter (Deputy), notwithstanding the provisions of any general or special law to the contrary, to serve in such position until the age of 70, or until the date of his retirement or non-reappointment, which occurs first; provided, however that no deductions from the regular compensation of Mark Dellicker shall be made under Chapter 32 of the General Laws subsequent to his reaching the age of 65 in connection with his service to the Town for retirement or pension purposes; provided, however, that the General Court may make clerical and editorial changes of form only to the bill unless the Select Board approves amendments to the bill prior to enactment by the General Court, and to authorize the Select Board to approve such amendments which shall be within the scope of the general public objectives of the petition, or take any vote or votes in relation thereto.

COMMENTS: The Town historically has appointed 2-3 on-call Deputies for Fire/EMS. In January 2023, one On-Call Deputy position became vacant with a second on-call Deputy position, referenced in this article, set to become vacant due to the 65 age restriction in April 2023. Both on-call Deputy positions were posted by Human Resources to be filled in April 2023.

This article, should it be approved by Town Meeting and subsequently the Legislature, would allow Deputy Mark Dellicker to extend his age restriction from 65 to 70 years old (subject to annual health screenings), which would allow him to come back after retirement as a 3rd on-call Deputy. The Town Administrator and Fire Chief support this article as the 65 age restriction is a necessary and important element to public safety, but can also be an arbitrary number depending

on the personal fitness of an individual and the duties and responsibilities assigned, thus why MGL c. 32 allows exceptions – Deputy Mark Dellicker’s professionalism and leadership are an asset to the community.

ARTICLE 28. ROAD ACCEPTANCES

SPONSORED BY: Select Board

To see if the Town will vote to accept as public way Indian Ridge Road South (Station 0+25 to 10+51.55) in the Clearview Estates II Subdivision as shown on the plan entitled “Street Acceptance Indian Ridge South (formerly James Road) Clearview Estates II in Holliston, MA” dated March 13, 2014, prepared by Guerrier & Halnon, Inc. such way having been laid out as Town Ways by the Select Board and taken by eminent domain, or take any action relative thereto.

COMMENTS: This way has been previously accepted by actions of Town Meeting and has been subject to prior public hearings by the Select Board per M.G.L. c. 82. The Town has acquired this roadway by eminent domain.

ARTICLE 29. TREE BYLAW (ORDINANCE)

SPONSORED BY: Select Board

To see if the Town will vote to amend its General Bylaws by adding a new Article XLVII, entitled “Tree Protection & Preservation Bylaw” as follows:

**ARTICLE XLVII
TREE PROTECTION & PRESERVATION**

Section 1. Intent and Purpose

Trees are recognized for their abilities to improve air quality, protect from glare and heat, reduce noise, aid in the stabilization of soil, provide natural flood and drainage control, create habitats for wildlife, enhance aesthetics and property values, contribute to the distinct character of certain neighborhoods, provide natural privacy to neighbors, and reduce ambient carbon in the atmosphere.

Therefore, the Town deems that the preservation and protection of Public Shade Trees pursuant to General Law Chapter 87 and plantings on public grounds, the requirement to replant trees to replace those removed, and/or the collection of financial contributions to support the Town’s tree planting and maintenance efforts are public purposes that protect the public health, welfare, environment and aesthetics.

The provisions of this bylaw, when pertaining to private property, apply only when there is an activity subject to a Stormwater and Land Disturbance Permit per Article XLI or construction of a new street.

This article is adopted in accordance with the authority granted by Amendment Article 89 to Article II of the Massachusetts Constitution, Chapter 294 of the Acts of Massachusetts 1920, as amended, and the powers granted to cities in the Massachusetts General Laws.

Section 2. Definitions

Diameter at Breast Height – A standard for the measurement of tree trunks, the diameter of the tree measured at 4.5' above the ground. Abbreviated as DBH.

Protected Tree – Any tree on portions of private land subject to land disturbance permitting with a diameter at breast height of 6" or larger.

Public Shade Tree – Any tree within the public right-of-way except for state highways that, as determined by the Tree Warden, has any portion of the stem actively growing into the public right-of-way.

Town Tree - Any tree within a public park or open space under the jurisdiction of the Select Board, on public school grounds, or on any other Town-owned land

Tree Warden - See Article XXXIII of the General By-Laws. Additionally, the Tree Warden shall be authorized to expend funds appropriated for planting trees and enforce provisions of this by-law. The Tree Warden shall utilize the standards of ANSI A300 to the extent practicable in all aspects of tree planting, maintenance and removal.

Section 3. Applicability

1. Applicability: The requirements of this Article shall apply under any of the following circumstances:
 - Proposed cutting of existing public shade trees on public ways or of Town Trees, including those subject to review under Section 3 of Article IX on designated Scenic Roads.
 - Any activity subject to a Stormwater and Land Disturbance Permit per Article XLI which may include clearing, grubbing, grading, placement of fill, excavation of soil or other site work that will result in a land disturbance exceeding 10,000 s.f. or more or more than 25% of the parcel or lot, whichever is less or any activity that will disturb over 250 s.f. of land with 10% or greater slope.
 - Creation of any new subdivision street.
2. Exemptions: The requirements of this Article shall not apply to:
 - Normal maintenance and improvement of land in agricultural or logging use which is consistent with MGL, c. 40A, s. 3 and 310 CMR 10.04.
 - Construction of fencing and utilities other than drainage that disturbs less than 10,000 s.f. and which will not alter terrain or drainage patterns.
 - Maintenance of existing dwellings, including landscaping, utility connections and driveways, provided such maintenance does not disturb 10,000 s.f. or more or alter drainage patterns.
 - Those areas of property under the jurisdiction of the Wetlands Protection Act (MGL c.

131 s. 40 and 310 CMR 10.00 *et seq.*) and the Holliston Wetlands Protection Bylaw (Article XXXI), wherein the Conservation Commission regulates the retention and/or replacement of trees located on private land.

- Emergency projects necessary for public safety, health and welfare as determined by the Building Inspector, Tree Warden, or Fire Chief.

Section 4. Public Shade Trees and Town Trees

A Public Shade Tree or Town Tree shall not be cut, pruned, removed or damaged by any person or the Town until and unless the Tree Warden issues a written permit pursuant to this section.

Any person seeking to prune or remove a Public Shade Tree or Town Tree shall submit an application to the Tree Warden in accordance with any published application requirements. The Tree Warden shall hold a public hearing on applications for removal, at the expense of the applicant, in accordance with provisions outlined in MGL c. 87. Any permit issued by the Tree Warden may specify schedules, terms, and conditions as deemed appropriate by the Tree Warden, including contributions to the Tree Fund.

Section 5. Protected Trees

A. Tree Protection & Mitigation:

- 1) Demolition and/or construction activity (as identified under Section 3(1)) on a property on which a Protected Tree is located is prohibited unless required tree protection and/or mitigation measures will be taken as set forth in this subsection.
- 2) Protection: Each Protected Tree to be retained on property planned for demolition and/or construction activity shall be protected by the establishment of a Tree Save Area. The Tree Save Area shall be delineated within the submitted Tree Protection & Mitigation Plan.
- 3) Mitigation: The removal of a Protected Tree from a property in connection with one or more of the circumstances set forth in Section 3(1) shall require mitigation by satisfying one of the following provisions (i. *Replanting of Trees* or ii. *Contribution to the Town of Holliston Tree Fund*). Mitigation measures shall be identified in the submitted Tree Protection and Mitigation Plan. The removal or proposed removal of a Protected Tree(s) that has been mitigated for in conjunction with a previous applicable permit shall not require additional mitigation under subsequent permits unless such mitigation has not been completed or otherwise assured.
 - i. *Replanting of Trees*: For each Protected Tree(s) which is/are removed, **no less than** one new tree(s) shall be replanted in accordance with the following:
 - Each new tree must have a minimum caliper of three (3) inches;

- Such replanting, either on the applicant's land or on land abutting the applicant's land with the express written approval of the owner of such abutting land, shall occur prior to Final Inspection, or be otherwise assured at such time to the satisfaction of the Planning Board in a manner consistent with the Rules and Regulations;
- ii. *Contribution to the Tree Fund:* The Planning Board shall establish a Tree Fund contribution schedule, such schedule to be based on the DBH of Protected Tree(s) to be removed, impact on Town infrastructure, and other environmental impacts associated with the removal of the Tree. The schedule may also take into account the aggregate DBH of Protected Trees to be removed. The applicant shall make such contribution to the Tree Fund for the removal of a Protected Tree, not already mitigated.

B. Maintenance of Protected and Replanted Trees:

- 1) Protected Trees: Each Protected Tree retained shall be maintained in good health for a period of no less than twenty-four (24) months from the date of Final Inspection, or issuance of a Certificate of Occupancy if applicable. Should such Tree die within this twenty-four (24) month period, the owner of the property shall be required to provide mitigation consistent with the requirements for the removal of a Protected Tree as contained herein within nine (9) months from the death of the original Tree.
- 2) Replanted Trees: All new trees replanted to mitigate the removal of Protected Tree(s) shall be maintained in good health for a period of no less than twenty-four (24) months from the date of planting. Should such Tree die within this twenty-four (24) month period, the owner of the property shall be responsible for replacing the tree with a tree equal to or greater than the size of the original replacement Tree at the time of planting; such Tree shall be planted within nine (9) months of the death of the original replacement tree.

Section 6. Town of Holliston Tree Fund

Any contributions collected per this Article shall be deposited in the Tree Fund. Funds contributed for specific purposes must be clearly stated and accepted by the Holliston Select Board. Funds contributed as mitigation for removal of trees as part of public or private development shall clearly state the purpose of the mitigation and be communicated clearly to the Holliston Select Board with the deposit of funds.

Section 7. Rules and Regulations

The Tree Warden and Planning Board may promulgate or amend Rules and Regulations which pertain to the administration of this Article, and shall file a copy of said rules in the office of the Town Clerk. Such rules may prescribe the size, form, contents, style, and number of copies of plans and specifications, the procedure for the submission and approval of such plans, the procedure for determining final compliance with these regulations. The adoption or amendment of Rules and Regulations shall be after a public hearing to receive comments on the proposed or

amended Rules and Regulations. The public hearing shall be advertised once in a newspaper of general local circulation, at least 14 days prior to the date of the public hearing.

Section 8. Enforcement

A Public Shade Tree or Town Tree shall not be cut, pruned, removed or damaged by any person or the Town until and unless the Tree Warden issues a written permit pursuant to this section, nor shall any person or the Town fail to comply with any enforcement order issued pursuant to this Bylaw.

The Planning Board, their agent(s), officer(s), and employee(s) shall have authority to enter upon privately owned land for the purpose of performing their duties under this bylaw, subject to the constitutions and laws of the United States and the Commonwealth.

The Tree Warden and Planning Board shall have authority to enforce this Bylaw, its Regulations, and permits issued thereunder by letters, phone calls, electronic communication and other informal methods, violation notices, non-criminal citations under G.L. Ch. 40 s. 21D, and civil and criminal court actions.

Any person who violates provisions of this Bylaw may be ordered to restore the property to its original condition and take other action deemed necessary to remedy such violations, or may be fined, or both.

Upon request of the Tree Warden, the Select Board and Town Counsel shall take legal action for enforcement under civil law. Municipal boards and officers, including any police officer or other officer having police powers, shall have authority to assist the Tree Warden and Planning Board in enforcement.

Any person who violates any provision of this Bylaw, Regulations, permits, or administrative orders issued thereunder, shall be punished by a fine of not more than \$300. Each day or portion thereof during which a violation continues shall constitute a separate offense, and each provision of the Bylaw, Regulations, permits, or administrative orders violated shall constitute a separate offense.

As an alternative to criminal prosecution in a specific case, the Tree Warden or Planning Board may issue citations with specific penalties pursuant to the non-criminal disposition procedure set forth in G.L. Ch. 40 s. 21D, which has been adopted by the Town in Article XXIV s. 9 of the general bylaws. The penalty shall be \$100 for the first violation, \$200 for the second violation, and \$300 for each and all successive violations.

Section 9. Severability

The invalidity of any section or provision of this bylaw shall not invalidate any other section or provision thereof, nor shall it invalidate any permit, approval or determination which previously has been issued.

COMMENTS: The Tree Ordinance is a required component of the Town's application to become a Tree City USA Community. It builds a basic framework for regulating public shade

trees within our street network as well as other Town trees under jurisdiction of the Tree Warden and Planning Board under the Shade Tree Act (MGL c. 87, s. 3) and Scenic Road Act (MGL c. 40, s. 15c). It also employs the same thresholds as the longstanding local Stormwater Management and Land Disturbance Bylaw (Article XLI) under the jurisdiction of the Planning Board for private property. Implementing regulations need to follow adoption through a public hearing process in order to develop standards for applications, tree replacement and mitigation.

ARTICLE 30. NO KNOCK REGISTRY / PEDDLING & HAWKING
SPONSORED BY: Select Board

To see if the Town will vote to amend its General Bylaws by adding a new Article XLVIII, entitled "Peddling, Hawking and Solicitation" as follows:

Section 1 - Behavior Standards

A. Hawkers and peddlers.

No person hawking, peddling, carrying, or displaying any article for sale shall cry his/her wares to the disturbance of the peace and comfort of the inhabitants of the Town, nor shall he/she carry or convey such articles in any manner that will tend to injure or disturb the public health or comfort, and otherwise than in vehicles and receptacles which are neat, clean, and do not leak.

Section 2 -Door-to-Door Solicitation

A. Title.

This Section shall be known as the "Door-to-Door Solicitation and No Solicitation Law" of the Town of Holliston.

B. Findings and intent.

This article is intended to regulate door-to-door sales by licensing sales agents; establishing a *No Solicitation Registry* and setting reasonable time and manner restrictions on door-to-door solicitation, including enforcement of the No Solicitation Registry.

C. Definitions.

The following words and phrases shall have the following meanings:

DOOR-TO-DOOR SALES

The in-person solicitation of sales of goods or services for present or future delivery by entry upon residential property, including multifamily or duplex residential property, or by soliciting persons located on residential property from a street, sidewalk or other adjacent property, without the prior invitation of the person to be solicited.

DOOR-TO-DOOR SALES PERMIT

A permit issued to a sales agent to engage in door-to-door sales in accordance with this article.

NO SOLICITATION REGISTRY

A registry of residential addresses in the Town, organized alphabetically by street name, indicating those residential properties placed on the registry at the request of the owner or occupant indicating that he or she does not want sales agents to enter his or her property.

SALES ORGANIZATION

Any entity engaged in the supervision, recruitment, retention or employment of a salesperson or salespersons, including any person or representative thereof.

SALESPERSON

Any person engaged in door-to-door sales of goods or services for present or future delivery.

SALES SUPERVISOR

Any person who directs or supervises a salesperson or salespersons engaged in door-to-door sales.

D. Administration.

The Town of Holliston door-to-door sales permit process shall be administered by the Holliston Police Department. The Town of Holliston No Solicitation Registry shall be maintained by the Holliston Police Department.

E. Application requirements.

1. Each salesperson must apply individually to the Holliston Police Department during posted administrative hours by submitting a completed application, which shall require:

- (a) Government-issued photographic identification.
- (b) Date of birth.
- (c) Social security number.
- (d) Permanent residential address.
- (e) Home telephone number.
- (f) Temporary local address.
- (g) Current cell phone number.
- (h) Sales organization information.
- (i) Sales supervisor identity.
- (j) Make, model, color and registration number of any vehicle(s) used to transport the sales agent, his/her supervisor, or sales materials.

- (k) Such other verifying information as may be reasonably required.
- 2. Failure to submit any of the information listed above may be grounds for denial of the permit.
- 3. An application fee to be established and adjusted from time to time by the Select Board shall accompany each Town of Holliston door-to-door sales permit application.
- 4. Background check. Subject to the provisions of the Massachusetts Criminal Records Offender Information Act, M.G.L. c. 6, § 167 et seq., and regulations set thereunder, the Holliston Police Department shall conduct a criminal records check of each applicant for a Town of Holliston door-to-door sales permit to determine the applicant's fitness and suitability to conduct door-to-door sales. The background check shall be initiated within seven days of receipt of the application. The Holliston Police Department may deny a permit hereunder if the background check reveals any convictions for felonies or other offenses that, in the judgment of the Department, may imperil the public health, safety or welfare.
- 5. A decision on the application shall be issued by the Holliston Police Department, in writing, within 30 days following receipt of the results of the background check.
- 6. All permits must be renewed annually, with applications for renewal including information with respect to any of the required material required in this Section

F. No Solicitation Registry.

- 1. Residents may submit their property for inclusion on the No Solicitation Registry, without charge, to the Holliston Police Department.
- 2. Upon approval and issuance of a Town of Holliston door-to-door sales permit, each salesperson shall be provided with a copy of the No Solicitation Registry.
- 3. The only exceptions to the No Solicitation Registry shall be limited to Holliston youth groups serving children 17 years of age and under, politicians campaigning and religious organizations. Such excepted organizations and entities shall not be required to obtain a permit hereunder.

G. Door-to-door sales regulations.

- 1. No salesperson shall engage in door-to-door sales without first having applied for and received a Town of Holliston door-to-door sales permit.
- 2. No sales organization shall allow any salesperson to engage in door-to-door sales who has not applied for and received a Town of Holliston door-to-door sales permit.
- 3. No sales supervisor shall direct or supervise, direct, or allow any salesperson to engage in door-to-door sales who has not applied for and received a Town of Holliston door-to-door sales permit.
- 4. No salesperson shall enter within the perimeter of any residential property included on the No Solicitation Registry. In addition to the fine(s) established below, inclusion of a

residential property on the No Solicitation Registry except those identified in herein shall constitute notice prohibiting trespass under M.G.L. c. 266 § 120.

5. No salesperson shall solicit sales from a person situated within a residential property included on the No Solicitation Registry from street, sidewalk or other adjacent property except those identified herein.

6. Each salesperson shall carry the Town of Holliston door-to-door sales permit at all times while engaged in door-to-door sales and shall display said permit upon request by any police officer, Town official or any person present at a residential property where door-to-door sales are solicited.

7. No salesperson or supervisor shall use any vehicle to transport persons or materials for door-to-door sales unless said vehicle is identified in the Town of Holliston door-to-door sales permit application.

8. Door-to-door sales shall not be conducted except during the hours between 9:00 a.m. and 7:00 p.m.

H. Violations and penalties.

1. Each violation of any provision of this article shall be punished by a fine not to exceed \$100.

2. Upon the occurrence of a second violation of this article by any salesperson, the issuing authority may, by seven days' prior written notice, revoke that salesperson's Town of Holliston door-to-door sales permit.

I. Severability.

The invalidity of any portion of this article shall not invalidate any other provision thereof, nor shall it invalidate any permit, approval or determination which previously has been issued.

COMMENTS: A resident request for greater enforcement led to consideration of this change to the General Bylaws. Public Safety officials were consulted on this language, provided by Town Counsel, and are in favor of this language, which will allow better response capabilities when resident complaints are received about peddling and hawking.

ARTICLE 31. EASEMENT FOR ACCESS & UTILITIES **SPONSORED BY: Select Board**

To see if the Town will vote, pursuant to G.L. c. 40, §15A, to transfer from the Select Board for general municipal purposes to the Select Board for general municipal purposes and for conveying a non-exclusive easement, and to authorize the Select Board to grant a non-exclusive easement for purposes of the improvement, construction and/or installation of access and utilities in, over or under that land shown as “30’ Wide Access, Egress, & Utility Easement”, as shown on a Plan entitled, “Easement Plan of Land Jasper Hill Road, Holliston, Mass”, dated April 21,

COMMENTS: The Select Board will ensure that safe and necessary access is established for people who visit and work in Town Hall. The Select Board will ensure that the Town of Holliston Complete Streets policy will be applied to establish safe access for the new residents to the existing sidewalk network along Washington Street. See Appendix 3 for map to be basis of Development Agreement between the Select Board and the Developer, with potential for changes.

COMMENTS: Stormwater permitting is overseen by the Planning Board and would be a necessary step for this proposed development should Town Meeting approve this and the previous article.

You are directed to notify and warn the inhabitants of said Town who are qualified to vote in Town elections to vote at:

Voters in Precinct 1 vote at High School gymnasium
Voters in Precinct 2 vote at High School gymnasium
Voters in Precinct 3 vote at High School gymnasium
Voters in Precinct 4 vote at High School gymnasium

On Tuesday, May 23, 2023

From 7:00 a.m. to 8:00 p.m. for the following purpose:


To cast their votes in the Town Election for the election of candidates for the following offices:

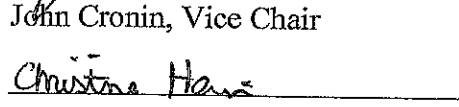
Select Board	3 year term	Vote for ONE
Board of Assessors	3 year term	Vote for ONE
School Committee	3 year term	Vote for TWO
Board of Health	3 year term	Vote for ONE
Trustee of Public Library	3 year term	Vote for TWO
Finance Committee	3 year term	Vote for TWO
Finance Committee	1 year term	Vote for ONE
Park Commissioner	3 year term	Vote for ONE
Planning Board	5 year term	Vote for ONE

And you are directed to serve this Warrant by posting true copies thereof, attested, on and within the Town Hall seven days at least before the date of said meeting. Hereof fail not and make return of this Warrant with your doings thereon at the time and place of said meeting.
Given under our hands this 27th day of April A.D. 2023.


Ben Sparrell, Chair

SELECT BOARD


John Cronin, Vice Chair


Christina Hane

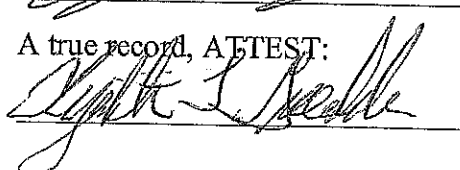
Tina Hein, Clerk

I have this 28th day of April 2023, posted true copies, attested, of the within Warrant on and within the Town Hall, as herein directed.


Constable

Barry Sims

A true record, ATTEST:


Elizabeth Greendale, Town Clerk

A true copy of record
Attest: Elizabeth T. Greendale
Town Clerk

Holliston, MA 01746

