

TOWN OF HOLLISTON

SELECT BOARD

June 27, 2022
7:00PM

Town Hall
703 Washington Street

Present: Ben Sparrell, Chair; John Cronin, Vice Chair; T. Hein, Clerk.

Also Present: Travis Ahern, Town Administrator; Michael Cassidy, Fire Chief; Matthew Stone, Police Chief; David Steeves, Jeff Alberti, Representatives from Weston and Sampson; Sean Reese, DPW Director and James Keast, Facilities Manager.

At 7:00pm B. Sparrell called the meeting to order.

DPW FACILITY FEASIBILITY – UPDATE #2:

Jeff Alberti and David Steeves representing Weston and Sampson joined the meeting with an update regarding the DPW Facility Feasibility Study. The original presentation was given at that April 5, 2022 Select Board meeting. The update included various slides and graphics outlining the site selection process, review of order of magnitude (costs) and the benefits of a new facility. J. Alberti stated “The DPW as it touches the lives of the residents of the community everyday by maintaining the infrastructure 24/7.” The existing DPW facilities are in need of replacement or repair as they currently do not meet code. D. Steeves noted that since the presentation in April which included a potential DPW site off of Prentice Street, adjacent to the Pinecrest Golf Course two additional sites have been added, 20 Cross Street and 56 Lowland Street. After discussing the pros and cons of each potential site the consensus was that the location off Prentice Street was more desirable. The site at 20 Cross Street is within the FEMA Flood Plan and may have potential environmental issues. 56 Lowland Street is somewhat constricted with no room for expansion and would add truck traffic to an area with high truck traffic already. Estimated construction cost for a new DPW facility based on 2024 estimated costs is in the range of 29.9 million to 32.7 million, which includes profession services and the decommission of the current sites.

Joan Levinsohn, 66 Jarr Brook Road asked about the alterations which would be made to the location off of Prentice for a facility regarding the number of trees which would need to be removed. D. Steeves replied that input from a sustainable professional within Sampson and Weston noted that with potential use of solar panels which could be mounted on part of the facility it would result in a net positive carbon savings. The plans also include the most efficient forms of cooling and heating in response to J. Levinsohn suggestion regarding heat pumps.

T. Hein asked that the specific language be added to the report pertaining to the OCHA compliance as well as details of the decommission process for the current facilities.

J. Cronin asked that a review and report of daily estimated DPW vehicle trips/traffic be added

as part of the final report of the potential Prentice Street site.

T. Hein made a motion to accept the final report of the DPW Facility Feasibility Study from Weston and Sampson with the following amendments; include OCHA compliance, details on decommissioning current sites, daily use of DPW vehicles and to schedule a public forum to be held on or before September 23 or any date prior to the close of the Warrant for the October 2022 Fall Town Meeting. J. Cronin second. Vote 3-0.

The Select Board thanked both J. Alberti and D. Steeves for their very thorough report.

TRAFFIC ADVISORY COMMITTEE UPDATE:

Chief Stone began the update by reviewing the effectiveness of the Traffic Advisory Committee. The committee will work to improve communication regarding the progress of changes made as a result of petitions and other ongoing work in progress to the residents. The committee will also further explore ways to educate the public. The Committee voted to reduce the number of members from 9 to 5. These members would consist of a Public Safety representative, Public Works representative, School Representative, and two members of the community, one having an engineering and planning background.

T. Hein thanked Chief Stone, Chief Cassidy and S. Reese for all their work.

J. Cronin also acknowledged the work done and progress made to date.

B. Sparrell asked that quarterly updates be made by the TAC committee going forward.

T. Ahern will accept letters of interest for the 2 residents seats.

T. Hein made a motion to restructure the Traffic Advisory Committee from 9 to 5 members in accordance with the recommendation from the TAC meeting and vote held on June 15, 2022 that would include 1 safety representative from Police or Fire, 1 public works representative, 1 school department representative, 1 resident with engineering and planning background and 1 resident "at large". J. Cronin second with a comment to reach out to Staci Raffi of the School Committee. Vote 3-0.

Chief Stone presented 3 recommendations to the Select Board resulting from the McMahon Traffic Study on the intersections of Highland and Hollis and Highland and Prentice.

1. Install 3 way, all way stop signs with LED blinking lights at Highland and Hollis and Highland and Prentice.

2. Upgrade signage and install additional signage prior to the intersections.

3. Add the new sidewalks and crosswalks recommended in the McMahon Report to the 5 Year Capital Improvement Plan.

Kelly and Stuart Primus, 811 Highland Street joined the meeting to voice several concerns. K. Primus pointed out that there is an additional stop sign at the top of Hollis Street where the road forks and the vehicles take a right turn onto Highland heading south. Her concern is that there will be confusion as this will not be part of the 3 way stop. Also she pointed out that large trucks have difficulty making the left turn from Hollis Street onto Highland heading north. The question was raised as to if the small island would be removed.

S. Reese pointed out that the stop signs do not address all the issues however it is the quickest way to implement changes. This will be a work in progress.

S. Primus also inquired if a crosswalk was going to be installed crossing west - east in front of his home at 811 Highland Street.

B. Sparrell pointed out at this time there are no sidewalks to cross over to.

Carrie Russo, 781 Highland Street also voiced her support of a crosswalk at that location. She stated that she crosses her son on his way to school in the morning and it is anxiety provoking.

C. Russo also asked if the vegetation on the small island on Hollis Street could be addressed as there is currently a poor line of vision.

S. Reese will contact The Tree Specialist who maintain that particular area.

Vincent Murphy, 432 Norfolk Street stated that there is a crosswalk on Norfolk Street at the Stoddard Park entrance which does not connect to sidewalks.

S. Primus thanked the Select Board for their attention to this matter and asked that they continue to work to make improvements

T. Hein made a motion to accept recommendations for placement of LED blinking All Way Stop signs at the Highland and Prentice Streets intersection and the Highland and Hollis Street intersection as identified in the McMahon report of April 28, 2022 and update the traffic Rules and Orders to reflect the changes to the traffic pattern at these two intersections and through the recommendation of TAC revisit in one year with an engineering study of these two intersection improvements. J. Cronin second. Vote 3-0.

T. Hein made a motion to accept the recommendations within the McMahon report of April 28, 2022 to upgrade signage and add any additional signage as recommended by Public Safety. J. Cronin second. Vote 3-0.

T. Hein made a motion to include new sidewalks and crosswalks as identified in the McMahon report of April 28, 2022 in the 5 Year Capital Improvement Plan. J. Cronin second. Vote 3-0.

T. Hein made a motion to request that McMahon & Associates add a side letter to the report of April 28, 2022 formalizing the proposed layout of the proposed recommendations as presented, designed to allow trucks to make a left turn off of Hollis Street to Highland Street which is currently obstructed by the median island on Hollis Street by adjusting the curb lines and stop lines to better accommodate movement of the large vehicles. J. Cronin second. Vote 3-0.

T. Hein made a motion to request a newly configured TAC (Traffic Advisory Committee) look to evaluate the successes and or needs for improvement for the newest HCVE (Heavy Commercial Vehicle Exclusion) as approved by MASS DOT in 2021 and report back to the Select Board on recommendations to insure compliance. J. Cronin second. Vote 3-0.

The Select Board thanked Chief Stone as well as the Primus's and C. Russo for their input.

PUBLIC COMMENT:

T. Hein noted that due to the 4th of July Holiday trash and recycling will be delayed by 1 day.

The Holliston Hazardous Household Waste Day will be held at the Robert Adams Middle School

on Saturday July 9, 2022 from 8:00am-12:00noon or until capacity is reached.

J. Cronin recognized a long time Holliston resident and fellow Holliston Lions member Hank Tamango for his contributions over the years and wished him and his family the best as they move from Holliston.

B. Sparrell thanked Senator Spilka for her support and efforts in helping Holliston secure the \$1 million grant for the rehabilitation of Factory Pond Dam.

Survey #2 Envisioning Future Holliston currently has 644 responses. The Committee would like to encourage those 35 years and younger to participate. T. Hein asked if the results of the surveys would influence the 5 Year Capital Plan. B. Sparrell replied that the surveys are designed to add in the creation of a vision for the Town.

Kelly Primus, 811 Highland Street asked if when considering the possibility of a new DPW Facility off Prentice Street if a traffic study was included. T. Hein noted that the Select Board requested that Weston & Sampson amend their final report to include an estimated traffic count of DPW vehicles round trips at that proposed site.

K. Primus also asked if a HCVE could be issued for Hollis Street. T. Hein replied that the McMahon Report included truck counts and that the count on Hollis Street does not meet the threshold for MASS DOT for a Heavy Commercial Truck Exclusion.

Stuart Primus, 811 Highland Street would like to ask some additional questions directly to McMahon & Associates. T. Hein asked that he email said questions to her and she will contact McMahon directly. S. Primus also reminded the Board that previous studies (ie drainage) have been done regarding his property and would like to make sure they are included in work going forward.

FISCAL YEAR 2022 FINANCIAL CLOSE:

T. Ahern presented the Select Board with a list of 10 line item transfers from the Town Accountant. T. Hein made a motion to approve the line item transfers as presented by the Town Accountant for FY22 totaling \$615,426.00. J. Cronin second. Vote 3-0.

WARRANTS:

T. Hein made a motion to approve the Weekly Warrant in the amount of \$367,475.53. J. Cronin second. Vote 3-0.

COMMENTS FROM THE TOWN ADMINISTRATOR:

T. Ahern stated that links to the FY23-FY27 5 Year Capital Improvement Plan is now available on the Town website. T. Ahern explained that the debt projections are based on presumptions of projects and costs, which are outlined in the documents. The 5 Year Capital Plan will be updated annually. T. Hein asked if the sidewalk and crosswalk discussed earlier this evening will affect the 5 Year Capital Plan. T. Ahern will receive the cost estimates from the Stantec and add them to the 5 Year Capital Improvement Plan.

The list of committee appointments will be posted as well as the remaining open seats. Anyone interested should forward their information to the Town Administrator.

There are two individuals interested in the vacant seat on the Finance Committee. The Select Board have posted a joint meeting with the Finance Committee for Tuesday June 28, 2022 to interview them both and take a vote.

The Warrant for the 2022 Fall Town Meeting Warrant will open the beginning of August and close sometime late September.

There has been no decision made by the State regarding the remote public participation via zoom for public meetings. The deadline is currently July 15, 2022. T. Ahern will keep the Select Board updated.

BOARD BUSINESS:

T. Hein made a motion to approve the Meeting Minutes of May 23, 2022 as written. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the event permit for the Lions Club Carnival on July 13-16, 2022 to be held at the Holliston High School with 4 Auxiliary Police detail for each day approved by Chief Stone. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the appointment of Lynn Bajdek as a full member to the Council on Aging from an associate member. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the MWRTA, Metrowest Regional Transit Authority Contract in the amount of \$41,800 for July 1, 2022- June 30, 2023 for the Town of Holliston for elderly and disabled transportation services. J. Cronin second. Vote 3-0.

T. Hein made a motion to appoint the committee members for the FY23 Annual one year appointments and the FY23 three year appointed officials as listed. J. Cronin second. Vote 3-0.

T. Ahern thanked various members of committees and commissions who are not seeking reappointment for all their time and contributions. The list of the vacant seats is listed on the Town website.

T. Hein made a motion to approve the contract for E.M. Lofgren in the amount of \$30,709 to remove the existing wooden and steel entry ramp and replace it with a concrete landing, ramp and railings at the Senior Center at 150 Goulding Street Holliston. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the contract for JB Cleaning and Painting Services, Inc in the amount of \$34,950 for the exterior painting of the Town Hall. J. Cronin second. Vote 3-0.

J. Keast noted that the work on the ramp at the Senior Center will begin on Friday July 1, 2022 and will be completed sometime the following week. The painting of the Town Hall is To Be Announced.

T. Hein made a motion to move to approve the contract for the fixed fee of \$98,500 to AP Associates, Inc. for engineering services related to the installation of new water mains on Central Street, Bullard Street, new water main and cross culvert on Fiske Street and for the replacement of existing water main on Northway Street. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the contract not to exceed \$788,385 to Holcim-NER Inc. for annual overlay work to be overseen by the DPW, overlay work being road resurfacing. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the contract, not to exceed \$78,500 to RM Pacella for annual sidewalk construction work to be overseen by the DPW. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the contact, not to exceed \$368,100 to Aqua Line Utility for granite and concrete installation and gravel. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the contract for the fixed fee of \$94,300 to AP Associates for ongoing services related to the replacement of 5 existing culverts in Holliston including Turner at Indian Ridge South Road, Winter Street near #542, Winter Street at Bald Hill, Water Street near #72 and Arch Street near #89. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the contract not to exceed \$29,857.03 to K5 Corporation for traffic markings to be overseen by the DPW. J. Cronin second. Vote 3-0.

T. Hein made the motion to accept Chapter 90 reimbursement for drainage and roadway improvements in the amount of \$291,174.87, timeline for completion June 30, 2023. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the extension of the existing lease of the space at 1750 Washington Street to the Metrowest Veterans District effective September 1, 2022 through August 31, 2024. J. Cronin second. Vote 3-0.

OTHER BUSINESS:

T. Hein made a motion to authorize the Town Administrator to execute the contract with the Commonwealth of Massachusetts for the Town of Holliston to receive \$1 million for the repair or replacement of the Factory Pond Dam via Chapter 209, section 2, Acts of 2018, lines 2,000-7074. J. Cronin second with a comment to look into the possibility of ARPA funding for the balance of \$187,000. Vote 3-0.

T. Hein asked for a timeline on the recent MSBA, MA School Building Authority decision regarding the Holliston High School.

J. Cronin looks forward to scheduling a meeting with the Finance Committee to discuss Infrastructure Capital items. B. Sparrell will reach out to the Chair of the Finance Committee and get back to the Select Board with a date.

B. Sparrell noted that there will not be a Select Board meeting the week of July 4, 2022.

At 9:14pm T. Hein made a motion to adjourn. J. Cronin second. Vote 3-0.

Respectfully submitted,

Margaret Driscoll

Approved__8-15-22

