

## TOWN OF HOLLISTON

### SELECT BOARD

August 8, 2022  
7:00PM

Town Hall  
703 Washington Street

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

**Also Present:** Travis Ahern, Town Administrator; James Keast, Facilities Manager; Alan Hanscom, Vice President of PARE Corp; Sam Tyler, Governance Committee Chair and Brian Bowen Chief Operating Officer of New England Appliance Group.

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

#### **UPDATE 9 GREEN STREET – PARE CORP:**

Al Hanscom, representing PARE Corporation presented the final design for the 9 Green Street site. The primary use of the site will be a municipal parking lot with the possibility of having 6 EV stations. The design also includes a rain garden, picnic table and benches, bike rack and shade trees. The intent is to coordinate with the design for the renovations being proposed at Goodwill Park. As part of the planned project it is recommended that a 1way traffic pattern into the parking area (between the Holliston Superette and the Bear & Bird) on Washington Street, two way traffic into Green Street. T. Ahern pointed out that exceptions would be made for deliveries for the businesses at that location. A traffic study is not included in the scope currently, a Request for Proposal would be needed. A. Hanscom noted that PARE Corp provide such a quote.

T. Hein asked if one of the trees to be planted could be dedicated to a long serving member of the Holliston Garden Club, Jill Malcolm per their request.

Joan Levinsohn, 66 JarrBrook Road asked for clarification on the number of 6 EV parking spaces. She also voiced her support for the drought resistant plantings in the green space.

T. Ahern explained that there is still ongoing concern pertaining to the operating and maintenance costs for the EV charging stations. A mechanism to secure funding needs to be established.

J. Cronin asked for verification on the number of parking spaces and the lighting planned at the site. A. Hanscom stated that there will be 20-21 spaces for parking and lighting on all corners of the lot.

T. Hein made a motion to approve the final site plan including amenities and landscaping for 9 Green Street as presented by PARE Corp. with funding provided by Article 10 of the October 18, 2021 Town Meeting and the Shard Street Spaces program. J. Cronin second. Vote 3-0.

T. Hein made a motion to authorize the Town Administrator as the Chief Procurement Officer to prepare a Request for Proposal for a traffic study to ensure optimal traffic flow, the focus of

said study to include timing of the Downtown Lights, with a proposed one way that utilizes Green Street as the primary manner of egress. J. Cronin second. Vote 3-0.

#### **GOVERNANCE COMMITTEE UPDATE:**

Sam Tyler, Governance Committee Chair joined the meeting with a brief update and proposed timeline. The Committee will continue to look to expand the language regarding the description for the Town Moderator and the Planning Board, as there appears to be a lack of detail within the current by-laws. The intent is to have an Article prepared for the October 2022 Town Meeting. The Committee also continues to evaluate the possibility of reorganizing the Select Board from its current 3 member to a 5 member board. For the May 2023 Town Meeting the Governance Committee would like to have a prepared Article relating to the Town Administrators role, an upgrade to the 1994 Special Act. S. Tyler stated that as municipal government becomes more complex the Town needs to look to the future and continue to review and upgrade and make changes. S. Tyler concluded by stating that the Governance Committee is currently looking to fill a fifth seat. Each Select Board member thanked S. Tyler and the Governance Committee for their continued work.

#### **PUBLIC COMMENT: 6a.**

T. Hein stated that both she and B. Sparrell visited the New England Appliance Group site in Franklin and she can appreciate their reason for looking to expand. She was particularly impressed with the training facility within the current location. Both thanked Brian Bowen, COO of NEAG for the tour.

#### **BIKE & LISTEN TOUR – NORFOLK STREET:**

T. Hein noted that from her years of participation within the Metrowest Regional Collaboration she has been exposed to various ways to engage within communities to share information regarding all aspects of the community. She would like to organize a Biking & Listen Tour to be held on Sunday September 18, 2022 starting at Blair Square, up Norfolk Street with stops at Patoma and Stoddard Parks, with conversation and possibly information provided at each stop. Both B. Sparrell and J. Cronin enthusiastically voiced their support.

B. Sparrell made a motion to authorize the Town Administrator to submit a request for a Bike & Listen Tour to be held on Sunday September 18, 2022, beginning at Blair Square, up Norfolk Street with stops at Patoma and Stoddard Parks from 3:00pm-4:30pm. J. Cronin second. Vote 3-0. A rain date t/b/a.

#### **APRA PROGRAMMATIC UPDATE:**

T. Ahern stated that the next ARPA Steering Group meeting will be held on August 18, 2022. The items of discussion will include a request from the Historical Society and Council on Aging, (follow up to a Habitat for Humanity project). A request from the Board of Health. The Blair Square Project, (looking to close the funding gap) and possibly a request from the Food Pantry.

**WARRANTS:**

T. Hein made a motion to approve the Weekly Warrant in the amount of \$1,003,080.32. J. Cronin second. Vote 3-0.

**PUBLIC COMMENT CONTINUED:**

T. Hein along with T. Ahern will attend a Metrowest Alliance Advocacy program at the Hopkinton YMCA on Tuesday August 9, 2022.

B. Sparrell meet with T. Ahern and various members of the Holliston Fire Department last week and expressed his gratitude to those for their insight.

B. Sparrell stated that the second Envisioning Future Holliston survey will close tomorrow, August 9, 2022. They currently have 1,102 responses.

B. Sparrell participated in a Senior Center Chat last Friday, August 5, 2022. Going forward the goal is to host one every first Friday of the month.

Suzanne Adelman, 46 South Street, had some questions regarding the proposed NEAG project. She pointed out that proposed building was a fairly large structure and are there plans available. At this stage there are not any plans. T. Ahern stated that if the TIF, Tax Incentive Financing is approved the next step would be to have another Public Forum in September. The Planning Board will have a separate process. S. Adelman will compose an email with other questions.

J. Levinsohn, 66 JarrBrook Road asked if she also could also email questions prior to the August 15, 2022 Select Board meeting regarding the proposed DPW facility. Questions should be emailed to [muzzyd@holliston.k12.ma.us](mailto:muzzyd@holliston.k12.ma.us) and will then be read during Public Comment.

Bill Rainsford, 170 Karen Circle asked that the public forum for the DPW Feasibility Study be delayed until after summer as many people may be on vacation. T. Ahern replied that there will still be plenty of opportunity going forward to continue the discussion. J. Cronin pointed out that the meetings are accessible via zoom.

**OPEN WARRANT FOR OCTOBER 17, 2022 FALL TOWN MEETING:**

T. Hein made a motion to open the Warrant for the October 17, 2022 Fall Town Meeting in which articles may be submitted to the Select Board Office until such time that the Warrant is closed with the stated intention to close said Warrant at 4:00pm on Monday September 19, 2022. J. Cronin second. Vote 3-0.

T. Hein supports a 7:00pm start time to the October Fall Town Meeting.

T. Ahern noted that Citizens Petitions may be submitted to the Select Board Office or the Town Clerk.

**COMMENTS FROM THE TOWN ADMINISTRATOR:**

T. Ahern shared a photo of the revised intersection at Highland and Hollis Street showing the changes made. Thanks to the Holliston Police Department and the DPW for the significant work

It took.

There is a joint meeting scheduled for Tuesday August 9, 2022 with the Finance Committee and the Select Board regarding Capital Planning. Please send in Public Comment prior to the meeting via email to [muzzyd@holliston.k12.ma.us](mailto:muzzyd@holliston.k12.ma.us). Live Public Comment will not be accepted during the meeting.

There will be a Public Forum on the DPW Feasibility Study regarding site selection options on Monday August 15, 2022 during the Select Board meeting. There is still a lot of discussion to be had.

Beth Greenblatt of Sol Systems will attend the next Select Board meeting on August 15, 2022 with an update on the Solar Project on Marshall Street prior to the Public Forum.

There is a Dangerous Dog Hearing scheduled for Tuesday August 16, 2022. Letters have been sent to the appropriate parties.

T. Ahern noted that the "volunteer form" pertaining to citizens interested in participating in Town Boards and Committees has been revised. Anyone interested should send them into the Select Board Office.

#### **BOARD BUSINESS:**

T. Hein made a motion to approve the Event Permit for Tim's Trot to be held on September 17, 2022 starting at 3:00pm, with a run time of approximately 30-45 minutes. J. Cronin second. Vote 3-0. T. Hein stated that this will be the final year for this event.

T. Hein made a motion to approve the Event Permit for a Block Party on Rolling Meadow Drive, between #210-#216, on September 24, 2022 from 3:00pm-10:00pm. J. Cronin second. Vote 3-0.

T. Hein made a motion to appoint Diana Phillips of Happy Goats Farm to a full voting member of the Agricultural Commission with a term expiring June 30, 2023. J. Cronin second. Vote 3-0.

#### **OTHER BUSINESS:**

J. Cronin pointed out that due to the efforts of T. Ahern and Chief Cassidy the citizens of Holliston have access to an abundance of information via the Town website.

At 8:47pm J. Cronin made a motion to adjourn. T. Hein second. Vote 3-0.

Respectfully submitted,

Margaret Driscoll

Approved \_\_\_9/12/22

