

TOWN OF HOLLISTON
SELECT BOARD

February 6, 2023
7:00PM

Town Hall
703 Washington Street

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

Also Present: Travis Ahern, Town Administrator; Kevin Rudden, Principal Assessor; Lisa Borchetta, Director Council on Aging; Yvette Cain, Council on Aging Chair; Jaclyn Winer, Director of Youth & Family; Matthew Putvinski, Youth Advisory Chair; Christopher Bagwell, Manager of Bertucci's Restaurant; Ryan Clapp, Conservation Agent; Karen Sherman, Town Planner; John Love, Zoning Board of Appeals; and Mark Kaferlein, Building Inspector.

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

PILOT AGREEMENT FOR SOLAR PROJECT / 39 MARSHALL STREET:

Principal Assessor, Kevin Rudden stated that the privately owned solar array located at 39 Marshall Street was connected to the grid as of the New Year 2023. The 20 year Pilot Agreement is for the equipment and not the land. The Town will receive an annual fee of \$147,169., prorated this year for the second half of FY2023. There will be an option to renew the agreement after 20 years. K. Rudden noted that there are currently 2 other sites in Town that may eventually be approved for solar arrays, however these are in the very preliminary phase. T. Hein made a motion to authorize the Agreement for Payment in Lie of Personal Property Taxes for the Marshall Street Solar Holliston LLC, located at 39 Marshall Street, and the Town of Holliston as presented to be paid annually in the amount of \$147,169 for the next 20 years. J. Cronin second. Vote 3-0.

SOLAR PROJECT / TOWN OWNED PROPERTY UPDATE:

T. Ahern stated that the most recent review of the ASO Study relating to the Solar Project located on the land fill on Marshall Street will not require any additional work. Currently Solsystems is awaiting the interconnection agreement with Eversource to reach a conclusion. This may be finalized as early as next week.

FY2024 BUDGET REVIEW:

Council on Aging: Lisa Borchetta, Senior Center Director presented the FY24 Budget and stated increases in the energy and utility costs are reflected in the budget. L. Borchetta noted that there are several minor projects within the building she would like to see completed, one being the installation of panic buttons in the offices. L. Borchetta also stated that programing and attendance at the Center is back to pre-covid levels. Yvette Cain, Council on Aging Chair

confirmed that the Council had approved the presented proposed FY24 Budget.

L. Borchetta asked if the benches located at Blair Square could be “age friendly” (back support) for all to enjoy. T. Hein suggested the possibility of forming an ADA Committee, possibly a subcommittee under the CoA. The FY24 Council on Aging Budget is \$287,029.

Youth & Family Services: Jackie Winer the Director of Youth and Family Services presented a brief overview of the department. One of the highlight in 2022 was the award of a \$625,000 Drug & Alcohol Coalition Grant. The increases in the FY24 proposed budget are a result of the increases in the administrative salaries as well an increase in training costs. Matthew Putvinski, the Youth Advisory Committee Chair voiced the Committees support of the budget. The Youth & Family Services FY24 Budget is \$174,093.

Zoning Board of Appeals: John Love the Chair of the Zoning Board presented the Zoning Board of Appels FY24 Budget and explained no changes have been made. The FY24 Budget is \$11,088.

PUBLIC HEARING:

At 7:42pm T. Hein read the legal Notice for Public Hearing for a change of Manager for Bertucci’s restaurant at 414 Washington Street.

T. Hein made a motion to open the Public Hearing at 7:45pm. J. Cronin second. Vote 3-0.

Christopher Bagwell, the new manager at Bertucci’s joined the meeting via zoom. One of the questions from the Select Board was regarding any changes planned at the restaurant. C. Bagwell stated that the restaurant will continue to operate as usual.

At 7:48pm T. Hein made a motion to close the Public Hearing. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the request for the change in manager at Bertucci’s Restaurant located at 414 Washington Street, Holliston, MA. J. Cronin second. Vote 3-0.

FY2024 BUDGET REVIEW CONT’D:

Conservation Commission: Ryan Clapp the Conservation Agent presented the FY24 Conservation Commission Budget. The Administrative Salary makes up 94% of the Budget. The increase in the proposed budget is due to an increase in salary and in membership dues. The Conservation Commission FY24 Budget is \$66,246.

Building Inspector: Mark Kaferlein, the Building Inspector presented the FY24 Budget. M. Kaferlein explained changes made involving salaries, including the new Assistant Building Inspector who is available to support him when there is heavy volume. M. Kaferlein noted that the vehicle maintenance funding in the amount of \$700 has been removed from that particular line. The proposed FY24 Building Inspector Budget is \$231,256.

T. Hein made a motion to approve the FY24 proposed Budget requests as presented. Council on Aging in the amount of \$287,025, Youth & Family in the amount of \$174,093, Zoning Board of Appeals in the amount of \$11,088, Conservation Commission in the amount of \$66,246, and Building Inspector in the amount of \$231,256 (with the adjustment of \$700 as described earlier). J. Cronin second. Vote 3-0.

J. Cronin asked for clarification on how the increases in salaries were derived. T. Ahern explained that he used a combination of merit and performance review to determine Town Administrator recommended salary increases for Department Heads. T. Ahern will put together a draft report of his process as per J. Cronin's request.

FY2024 State Earmark Request Discussion: The Select Board discussed a list of the Town's State Earmark Requests, which included Goodwill Park Bathrooms, the Tri-centennial Celebration, ADA compliant school van. B. Sparrell suggested revisiting the site at 260 Woodland Street and T. Hein would like to see Trail Mapping, possibly through the Conservation Commission. T. Ahern will reach out to Senator Spilkas Office as well as State Representative James Arena-DeRosa to invite them to an upcoming Select Board meeting.

PUBLIC COMMENT:

T. Hein attended the School's Priority Needs presentation last Thursday February 2, 2023, and reported back that it was facilitated by very impressive School Administrators.

T. Hein stated that after speaking with Beth Greenblatt and Rennie Friedman of SolSystems they will continue their scholarship program by awarding Holliston High School seniors an additional \$5,000. T. Hein suggested having Grand Opening Ceremonies for several of the ongoing renovation/projects currently in progress, Marshall Street Solar, Blair Square and 9 Green Street.

J. Cronin recently met with Mark Frank, Director of Park and Recreation and Dan Alfred, Finance Committee Member to discuss the parks within Town as well as the programming provided by the Park & Rec Department. J. Cronin suggested that 260 Woodland Street may be a future site for Pickle Ball Courts. The only issue/drawback is that there is not ample parking there, however could look for a solution possibly with the Schools. J. Cronin would also like to determine if an unused baseball field currently at the High School could be brought back into use.

J. Cronin and T. Ahern recently toured a cannabis cultivating facility in Town.

The Working Group which includes members of the Select Board, Finance Committee and the Schools will continue the conversation on the Capital needs of the Town and how to best work together.

B. Sparrell spoke with resident Rich Rosenberry whom represents the Upper Charles Climate Action Group and noted that they may look to file a petition for an article at May 2024 Town Meeting.

There will be an OPEB Trust meeting on Tuesday February 7, 2023 at 5:30pm. There will also be a meeting on Thursday February 9, 2023 with the Schools regarding the future of the Facilities Managers jurisdiction over some of the Schools property.

WARRANT:

T. Hein made a motion to approve the Weekly Warrant in the amount of \$787,894.07. J. Cronin

second. Vote 3-0.

COMMENTS FROM THE TOWN ADMINISTRATOR:

T. Ahern stated that the Governance Committee Summary Report will be finalized Thursday February 9, 2023. It will then be presented to the Select Board in an upcoming meeting.

T. Ahern presented a memo written by Kathleen Buckley, the Assistant Town Administrator/HR Director outlining the benefits of Holliston joining the Metrowest Visitors Bureau. The cost is \$800 or \$1,200 annually. The memo will be passed onto the Economic Development Committee as well.

The Town Accountant, Sharon Emerick has accepted a position elsewhere. The position was posted this past week. A third party firm will handle the operations of the Town Accountant and will stay on through the transition once the position is filled.

BOARD BUSINESS:

Phase II of the Weston & Sampson DPW Feasibility Contract was presented. The Select Board has asked for more clarity on the process of decommissioning the DPW facilities at Arch and Central Street. They also asked if the timeline could be as aggressive as possible to accommodate the May 2023 Town Meeting.

T. Hein made a motion to approve the proposed fee schedule for the Weston & Sampson site evaluation for the selection of a new DPW Facility, the fee schedule presented as follows: \$160,000 for potential site evaluations, \$225,000 for preliminary schematic designs at preferred site alternative and \$80,000 for decommissioning the 2 existing DPW sites, totaling \$465,000. J. Cronin second with a footnote that Weston & Sampson expedite the process so that information may be available for May 2023 Town Meeting. Vote 3-0.

T. Hein made a motion to approve the One Day Beer & Wine Permit for Saturday May 27, 2023 for an event in the Upper Town Hall from 12:00 noon until 9:00pm. J. Cronin second. Vote 3-0.

T. Hein made a motion to approve the Meeting Minutes of December 19, 2022. J. Cronin second. Vote 3-0.

OTHER BUSINESS: NONE

Respectfully submitted,

Margaret Driscoll

Approved__03/27/23

