



**TOWN OF HOLLISTON  
SELECT BOARD**

**703 Washington Street  
Holliston, MA 01746**

**508-429-0608**

**SELECT BOARD  
MEETING MINUTES  
HOLLISTON TOWN HALL  
MAY 27, 2020**

**Present:** Mark Ahronian, Chairman; John Cronin, Vice Chairman; Tina Hein, Clerk

**Also Present:** Jeff Ritter, Town Administrator

At 7:00p.m. M. Ahronian called the meeting to order.

**1.) 1/12 Budget Review (School Department, Board of Health, Youth & Family Services, Veterans Services, Library, Park and Recreation):** M. Ahronian reviewed the process and the need to receive input from the Finance Committee in terms of the 1/12 budget.

A letter will have to be prepared to be sent to the Department of Revenue along with the 1/12 budget document very shortly.

Members of the **School Department** and a member of the School Committee were present and reviewed their proposed 1/12 budget.

J. Cronin made a motion to approve a 1/12 FY21 budget for the School Department. Second, T. Hein. Voted 3-0

S. Emerick reviewed again her 1/12 budget from the previous evening. All Department Head salaries have been adjusted with no cost of living adjustments included.

Regarding the Select Board budget \$50,000 should be included for the Town Administrator salary.

J. Cronin made a motion to approve the **Town Accountant's FY21** budget at \$174,688. Second, T. Hein. Voted 3-0.

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Regarding the proposed **FY21 Board of Health budget**, Scott Moles was present and would like to review the budget tomorrow evening

Regarding the **FY21 Board of Assessors budget**, T. Hein asked if there was any new spending. S. Emerick said not new spending but the budget does include step increases. Included is money for the professional services. J. Cronin confirmed what is being presented is a 1/12 budget.

Regarding the **Parks and Recreation FY 21 budget**, Mark Frank was present remotely. M. Frank proposed a reduction in his hours. T. Hein noted the summer is the greatest demand.

J. Cronin confirmed a \$131,009 FY21 budget with the understanding that staffing demand is highest in July. M. Frank said they are awaiting guidelines from the Commonwealth.

J. Cronin made a motion to approve a reduction of \$10,917 for now in light of the 1/12 budget proposal. Second, t. Hein. Voted 3-0

Regarding the **Library FY21 budget**, Leslie McDonnell, Library Director was present remotely and reviewed the budget. J. Cronin made a motion to approve a 1/12 budget at \$42,917. Second, T. Hein. Voted 3-0.

Regarding the **Veterans FY21 budget** J. Ritter requested that be held until tomorrow evening. There was no objection.

Regarding the **Youth and Family Services FY21 budget**, Jaclyn Winer was present remotely and reviewed the details of her proposed budget. J. Cronin made a motion to approve a 1/12 budget for July 2020 to be \$12,354. Second, T. Hein. Voted 3-0

J. Cronin made a motion to amend his previous motion from last evening to request a Reserve Fund Transfer up to \$4,224 for the Youth and Family Services software and if the Finance Committee does approve the Reserve Fund Transfer to seek a line item transfer. Second, T. Hein. Voted 3-0.

**2.) Board Business**

**Town Hall Barriers:** Facilities Management Town Hall Protective Barriers, J. Cronin made a motion to request a \$15,500 Reserve Fund Transfer request from the Finance Committee for protective barriers and screening for the Town Hall employees. Second, T. Hein. Voted 3-0.

**Policy for the Sale of Goods on Sidewalks:** T. Hein reviewed the proposed policy. J. Cronin said he liked the policy and it should be placed on the Town's web site. J. Cronin made a motion to approve the policy and temporary order. Second, T. Hein. Voted 3-0.

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**Annual Town Meeting Warrant:** The Select Board reviewed the draft Annual Town Meeting Warrant.

**Year End and Reserve Fund Transfers:** None

**3.) Any Other Business:** T. Hein said regarding the crosswalk on Central Street the Traffic Rules and Regulations will not have to be amended.

J. Cronin noted there will be a conference call with State Senator Spilka and Representative Dykema on Monday, June 22<sup>nd</sup> at about 7p.m.

**Adjourn:** J. Cronin made a motion to adjourn the meeting at 8:20p.m. Second, T. Hein. Roll Call Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. Jeffrey Ritter", written in a cursive style.

J. Jeffrey Ritter  
Town Administrator