

TOWN OF HOLLISTON

SELECT BOARD

August 28, 2023
6:30PM

Town Hall
703 Washington Street

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

Also Present: Travis Ahern, Town Administrator; James Keast, Facilities Manager; Chris Meo, Technology Director; Michael Pompili, McMahan & Associates; Vincent Murphy, Michelle Zeamer, Jay Robinson, Finance Committee Members; Dr. Ken Szajda, Mark Whittaker, Julie Winston, Finance Committee Members, (via Zoom); Cam Rockett, Jon Nauss, Candidates for Finance Committee vacancy; Dan Alfred, School Committee member and Ed Daniels, Business owner and Holliston resident.

At 6:30pm J. Cronin called the joint Select Board/Finance Committee Meeting to order. Dr. K. Szajda read the memo pertaining to the Open Meeting Law, then took a Roll Call for those participating remotely: J. Winston, Yes; M. Whittaker, Yes; K. Szajda, Yes.

INTERVIEW FOR FINANCE COMMITTEE VACANCY:

J. Cronin explained that due to a recent vacancy on the Finance Committee the Select Board and the Finance Committee were interviewing candidates. Two of the three interested parties had previously been interviewed, David DeStefano who is unable to attend this evening however, is still interested, Cam Rockett and a third person, Jon Nauss, who is joining the meeting via Zoom.

Jon Nauss introduced himself and gave a brief background of his professional experience. He currently holds a position involving Cyber Security Risk Management. He and his family have lived in Holliston for several years and he is looking at this as way to get involved within the community. Members of the Select Board took the opportunity to ask questions including, what interests J. Nauss in the open seat and what contributions he feels he can make. Members of the Finance Committee also asked questions, such as what does J. Nauss see as the Towns' biggest Challenge, is he aware of the time commitment involved and any experience he may have with collaboration as the Finance Committee often collaborates with other Boards and Committees.

Cam Rockett, reintroduced himself as he had recently been interviewed for the position. He expressed his continued interest in getting involved in local government. Both the Select Board and Finance Committee members took the opportunity to ask questions.

J. Cronin reminded all that D. DeStefano although unable to attend this evening was to be considered.

After a brief deliberation all Select Board and Finance Committee members acknowledged the outstanding resumes of each candidate and thanked them for their interest.

M. Whittaker nominated Jon Nauss for the Finance Committee vacancy. After which J. Cronin asked for a show of hands among the Board and Committee members present in the Select Board meeting room of which there were 5 votes of approval, which was a majority vote. At 7:10pm K. Szajda made a motion for the Finance Committee to adjourn. M. Whittaker second. Roll Call: M. Whittaker, Yes; J. Winston, Yes; J. Robinson, Yes, V. Murphy, Yes, M. Zeame, Yes; K. Szajda, Yes.

At 7:12pm J. Cronin called the Select Board Meeting to order.

MCMAHON LOWLAND STREET TRAFFIC STUDY:

J. Cronin stated that the discussion regarding the McMahon Traffic Study being presented tonight is for review only, this is not a Public Hearing on the matter, as one will be scheduled if warranted. Michael Pompili, representing McMahon Associates presented the traffic study for the Lowland Street Heavy Commercial Vehicle Restrictions. The study examined the effectiveness of the existing signage, Truck Exclusion Improvement Measures, overhead and gate barriers, and Washington Street/Whitney Street intersection signalization. Recommendations include placement of more advanced signage pertaining to the detour on Woodland Street and Heavy Commercial Truck Exclusion, as well as removing “except local deliveries” on the existing signs throughout Town. McMahon also recommends restricting Heavy Commercial Truck traffic using a pipe gate (with remote control) at the Rail Trail on Lowland Street, and then collecting traffic counts to determine if signalization is needed at the Whitney/Washington Street intersection. B. Sparrell asked if GPS would be updated to reflect any changes made. M. Pompili replied that GPS could be updated as part of the process. T. Hein asked that any previous traffic studies conducted by others be included in the research. M. Pompili noted that yes they could be used.

B. Sparrell made a motion to accept the Report as presented by McMahon and Associates, received today August 28, 2023 and request the Town Administrator post the report on the Towns’ website for full deliberation to take place at a future date to be determined by the Select Board. T. Hein second. Vote 3-0.

B. Sparrell made a motion to commission McMahon and Associates to collect traffic counts and preform traffic operations and signal warrant analysis to evaluate signalization to create and determine optimal lane and assignments for each intersection approach, (B. Sparrell asked the Town Administrator if this will incur additional cost, to which T. Ahern replied an 11 hour study is relatively inexpensive, under \$5,000, however temporary signalization is approximately \$7,000 per month), T. Hein second with the request to use prior traffic studies if they are available. Vote 3-0.

Once the results from the study are available the Select Board will determine if a Public Hearing will be scheduled, if so it will be after the October 2023 Fall Town Meeting. T. Ahern noted that there will be a separate process if a Public Hearing is scheduled and abutters will be notified via mail.

ONE-WAY 777 WASHINGTON STREET:

Facilities Manager James Keast presented the traffic study completed by PARE Corporation evaluating a One-way entrance from Washington Street into the parking lot behind the Holliston Superette. This would allow vehicles to enter off of Washington Street, however exit via Green Street, then turning at the Traffic Light. J. Keast noted that the various property owners effected by this change are in agreement. The study recommends installing signage ‘No Left Turn’ in front of Fiske General Store building, as well as a polarized lens filter on the traffic light at Washington and Green Street. The parking lot at Green Street is currently waiting on Eversource to complete work on the utility pole needed at that location.

B. Sparrell made a motion to approve the recommendations of PARE Corporation and Public Safety to create a one-way entrance from Washington Street adjacent to the Superrett, 777 Washington Street to the parking area behind the building to the corner of Green Street and Washington Street, Route 16/126 as with a means to egress to Green Street, to turn at the traffic signal on Washington Street where traffic may turn in either direction, further the one-way pattern is to go into effect as the substantial completion of the parking lot located at 9 Green Street which is anticipated to be open to the public in September 2023, further the Town of Holliston Police Department will work with the businesses in the area to mitigate impact of delivery of goods and materials, further the Town will revisit the success or potential needs with changes to the traffic pattern within 2 years if not requested sooner by the impacted parties and solicit feedback form the businesses in the area prior to this renovation, and finally the Town commits to keep the path of the entrance to the parking areas to Green Street and Washington Street clear of snow and ice in the winter and debris otherwise. T. Hein second. Vote 3-0.

EV CHARGING POLICY:

Technology Director Chris Meo presented the proposed Electric Vehicle rates and charging policy for the charging station which will be located at 9 Green Street. The fee consists of three elements. 1) Cost of electricity per kilowatt/hour, plus additional 10% service fee. 2) A connection charge of \$1.50 per charging session. 3) Over time parking fee of \$5.00 per hour starting 30 minutes after vehicle is fully charged.

T. Ahern stated that the original cost to establish the charging stations is being funded by grants.

B. Sparrell made a motion to approve the EV Policy and Fee Structure as presented and post on the Town’s website to go into effect once the Charging Stations have been installed at 9 Green Street. T. Hein second. Vote 3-0.

PREPARATION FOR OCTOBER 16, 2023 FALL TOWN MEETING:

T. Ahern stated that Park & Recreation Commission as well as the School Committee will be meeting with the Select Board within the next several weeks regarding the upcoming October 2023 Fall Town Meeting, after which he will update the 5 Year Capital Plan (FY24-FY28).

The Senior Center has expressed an interest in looking at a architectural approach, which will impact the 5 Year Capital Plan as well.

The Park & Recreation Department may develop a plan for a project using space on Mayflower Landing at the Rail Trail.

There is a Placeholder for a request by Ed Daniels the property owner of 15 Winthrop Street regarding a request to declare no valid municipal purpose of 2 feet section of Winthrop Street (easement) which needs Town Meeting approval, as well as a Special Permit to be then filed with the Registry.

The October 16, 2023 Fall Town Meeting Warrant will close on Friday September 15, 2023 at 12:00noon.

PUBLIC COMMENT:

B. Sparrell stated that the Senior Center will be holding a Fall Fair on Saturday September 9, 2023.

T. Hein noted that Schools start tomorrow and wished all safe travels and much luck. She also thanked the Holliston Police Department for the successful Bike Rodeo held this past Saturday August 26, 2023.

Ann Chipman, business owner 53 Jeffrey Avenue/resident 116 Stagecoach Road joined the meeting via zoom. A. Chipman made an inquiry as to the progress on the new sidewalk being installed as part of the construction needed due to the closing of Woodland Street. J. Cronin stated that the sidewalk will be installed by the Holliston DPW. A. Chipman expressed her frustration regarding the ongoing discussion around the Lowland Industrial Park Traffic and possible road closure. A. Chipman stated that there is a lack of data to support this. She also is very disappointed that the businesses have not been invited to engage in the ongoing discussions.

COMMENTS FROM THE TOWN ADMINISTRATOR:

T. Ahern had received one public comment regarding the Lowland Street Traffic discussion which he will present at a later date, during a future Public Hearing, if scheduled.

The DPW Deputy Director/Highway Superintendent R. Walker has made a request to open the Marshall Street Recycling Center for various Sundays in the months of November and December 2023 and January 2024.

The RFP for the Sustainability Coordinator has been posted and the bid opening will be on September 14, 2023.

The DPW has changed the Handicap parking space at Blair Square as requested.

B. Sparrell made a motion to approve the opening of the Marshall Street Recycling Center on the following days; November 5,12,19,26, December 3,10,17,31, 2023 and January 7,14,21,28 2024. T. Hein second. Vote 3-0.

WARRANT:

B. Sparrell made a motion to approve the Weekly Warrant in the amount of \$1,896,582.43. T. Hein second. Vote 3-0.

BOARD BUSINESS:

B. Sparrell made a motion to approve the Event Permit for the Downtown Outdoor Market to be held on October 7, 2023. T. Hein second. Vote 3-0.

T. Ahern noted that going forward they will need to obtain a Special Permit from the Land Use Department for these events.

B. Sparrell made a motion to approve the donation in the amount of \$500 to the Senior Center in Honor of Grace Kuhrt-Ciocca from the Joseph and Faith Tiberio Charitable Foundations. T. Hein second. Vote 3-0.

B. Sparrell made a motion to approve the Meeting Minutes of July 17, 2023 and July 20, 2023 as written. T. Hein second. Vote 3-0.

B. Sparrell made a motion to appoint Dona Walsh as the Animal Control Officer with a term to expire June 2024. T. Hein second. Vote 3-0.

B. Sparrell made a motion to approve a One Day Alcoholic Beverage License for the Norfolk Street Arcadian Farms Car Show, bartending to be provided by Brian Goodman on September 16, 2023 at 258 Norfolk Street from 12:00noon to 4:00pm. T. Hein second. Vote 3-0.

OTHER BUSINESS:

J. Cronin stated that the Park & Recreation Department will be on the Select Board agenda on September 11, 2023 and the School Committee on September 18, 2023 in preparation for October Town Meeting.

At 8:34pm J. Cronin made a motion to adjourn. T. Hein second. Vote 3-0.

Respectfully submitted,

Margaret Driscoll

Approved_09-25-23