

**TOWN OF HOLLISTON
SELECT BOARD**

August 17, 2020
7:00 p.m.

Town Hall
Select Board Meeting Room - 105

Select Board Meeting

Present; John Cronin, Chairman, Ben Sparrell, Clerk and Travis Ahern, Town Administrator. Tina Hein, Vice Chair, was absent.

Mr. Cronin called the meeting to order at 7:00 p.m.

Chief Michael Cassidy, Fire Chief and Emergency Management Director was present to give an update on the Coronavirus. He said that there are zero new cases to report. He said that we are doing a good job keeping vigilant. He said that he and Mr. Ahern, Town Administrator have set up tracking plan for CARES funds spent. He did say that they do not even know some of the costs that could come in.

Mr. Cronin asked about the Flow Chart.

Chief Cassidy said that they would take care of it.

Warrants 21-07

MR. SPARRELL MOVED TO APPROVE THE WARRANT IN THE AMOUNT OF \$1,167,099.23. THE MOTION WAS SECONDED BY MR. CRONIN. TWO IN FAVOR. MS. HEIN WAS ABSENT.

There was no public comment from the audience.

Report of the Town Administrator. Mr. Ahern said that Sean Reese had an update on DPW projects. Mr. Reese said that we are critical stage of the drought. He said that some of the wells have had a dramatic drop. He said that he wants everyone to remain in compliance of the water ban. He said the more we conserve the better for the Town. An application has been submitted for the new Central Street treatment plant to the State. He said that this is well in advance of the deadline. He said that we will not know if we have been approved until January 2021.

Mr. Reese said that the Cedar Street water main project is complete and on budget. He said that the contractor has moved to Hanlon Road for a water main replacement project.

Mr. Ahern said that the Town Clerks Office has sent out 3,153 ballots that have been requested by the voters of Holliston. He said that if there is an error, please call the office so that staff can correct it. You can drop off your ballot in the silver box at the backdoor until the new ballot box arrives. You can hand deliver your ballot to the Clerk's office as well. He also said that there is additional voting information on the town's website.

Mr. Ahern said that there was going to be a bid opening this past Friday August 14, 2020 for the replacement of the front doors at Town Hall. No bids were received.

He suggested that James Keast, Facilities Manager, look at the older bids for the doors and reach out to them to see if any bidders would be interested in re-bidding this project.

Mr. Ahern said that new signs have been put up at Pinecrest Golf Course located at 212 Prentice Street, saying "no parking on the grass". Several cars have been doing that and they are breaking the sprinkler heads, and then they have to be replaced at a cost. There will also be 3 or 4 employee parking spots marked off at the entrance of the driving range on the right, the first few spots will be employee only parking.

Mr. Ahern reminded residents that there will be a forum on Tuesday August 25, 2020 at 7:00 p.m. to discuss truck traffic around the Lowland Street area. He said that you can call in or by Zoom. It will be broadcasted by HCATTV. He said that a Blackboard Connect went out to all the residents in that area that have registered their email and phone numbers.

Stipend Sub-Committee

Mr. Sparrell read the Charge of the Stipend Sub-Committee. He said that the Select Board would like to get their recommendations to them by January 4, 2021. **MR. SPARRELL MOVED TO APPROVE THE CHARGE FOR THE STIPEND SUB-COMMITTEE, W/COMMENT OF LOOKING INTO THE EFFECT OF ADDING OR REDUCING A STIPEND IN RELATIONSHIP TO PARTICIPATION OF BOARDS AND COMMITTEES. SECONDED BY MR. CRONIN. TWO IN FAVOR. MS. HEIN WAS ABSENT.**

Trail Easement – Deferred to next meeting

Capital Request Policy update – Deferred to next meeting

Blair Square will be added to next week's agenda.

The Select Board acknowledged August 18, 1920, as the date that the 19th Amendment was approved by 38 states. This gave the right for women to vote. Mr. Cronin said that more women vote than men. Mr. Sparrell said that everyone should exercise the right and responsibility to vote.

Mr. Ahern has drafted a letter to be sent to MA DOT regarding several prioritized highway improvements in Holliston. Permission was granted to send it to Representative Carolyn Dykema. We are looking for Concord Street sidewalk improvement and Washington Street at Highland Street drainage. **MR. SPARRELL MOVED TO APPROVE THE LETTER TO THE MASS DOT AS WRITTEN BY MR. AHERN. THE MOTION WAS SECONDED BY MR. CRONIN. TWO IN FAVOR. MS. HEIN WAS ABSENT.**

Appointments

MR. SPARRELL MOVED TO APPOINT TRAVIS AHERN AS THE ADA COORDINATOR, AFFIRMATIVE ACTION OFFICER, AFFIRMATIVE MARKETING CONSTRUCTION OFFICER, CHIEF PROCUREMENT OFFICER, CONSTRUCTION OFFICER, CONTRACT COMPLIANCE OFFICER, FAIR HOUSING OFFICER, METRO WEST VETERANS SERVICE DISTRICT DIRECTOR AND MUNICIPAL HEARING OFFICER. FOR A TERM TO EXPIRE JUNE 2021. THE MOTION WAS SECONDED BY MR. CRONIN. TWO IN FAVOR. MS. HEIN WAS ABSENT.

Appointment – EMT

MR. SPARRELL MOVED TO APPOINT MELISSA FRONAGIEL AS AN EMT FOR THE TOWN OF HOLLISTON. THE MOTION WAS SECONDED BY MR. CRONIN. TWO IN FAVOR. MS. HEIN WAS ABSENT.

Mr. Ahern said that in the next few weeks we can talk about the Special Town Meeting for October 26, 2020.

MR. SPARRELL MOVED TO APPROVE THE MEETING MINUTES OF JUNE 29, 2020 WITH THE CORRECTION OF CHANGING THE WORD INN TO IN, AND SOUTHBORO'S TO SOUTHBORO. SECOND BY MR. CRONIN. TWO IN FAVOR. MS. HEIN WAS ABSENT.

**AT 8:06 P.M. MR. SPARRELL MOVED TO ADJOURN. THE MOTION WAS
SECONDED BY MR. CRONIN. TWO IN FAVOR. MS. HEIN WAS ABSENT.**

Respectfully submitted,

Donna A. Muzzy

approved_____