



**TOWN OF HOLLISTON  
SELECT BOARD**

**703 Washington Street  
Holliston, MA 01746**

**508-429-0608**

**SELECT BOARD  
MEETING MINUTES  
HOLLISTON TOWN HALL  
DECEMBER 23, 2019**

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

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

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

**1.) Warrants:** T. Hein made a motion to approve and sign the weekly expense and vendor Warrant (20-26) in the amount of \$1,129,186.39. Second, J. Cronin. Voted 3-0

**2.) Public Comment:** T. Hein said she had a recent conversation with Youth and Family Services Director Jaclyn Winer. She would like to meet with the Select Board sometime in February.

**3. Report of the Town Administrator:** J. Ritter reported the 9 Green Street Committee received six (6) proposals for a local site professional (LSP). The Committee is in the process of reviewing the proposals to complete a site analysis.

Emergency Action Plans (EAP) need to be completed on the Factory Pond Dam and Lake Winthrop Dam. J. Cronin asked that Lenard Engineering be invited to a future Select Board meeting.

The final step under the Phase III Green Community program, the weatherization of Town Hall will start very shortly. Work has been completed at the High School, Elementary School, Middle School, and 1750 Washington Street.

The Town is close to hiring a Recycling Center Supervisor.

**Page Two**  
**Meeting Minutes, 12-23-19**

On January 7<sup>th</sup> at 7:45a.m. there will be an onsite meeting at the Miller School regarding the Sign and Lines grant.

Work continues on the project needs list to be submitted to State Senator Spilka and Representative Dykema.

Regarding the Sustainability Coordinator position one (1) proposal has been received and another will be submitted. J. Cronin asked about the status of the \$25,000 to be provided to Holliston from Sherborn as part of a larger \$25,000 appropriation from the Commonwealth. J. Ritter will contact Sherborn.

T. Hein asked that the Sustainability Committee be invited to meet with the Select Board.

J. Cronin said J. Ritter has started the annual performance evaluations for Department Heads. The Select Board should start thinking about an evaluation for J. Ritter as well.

**4.) Mederi:** Meredith George, Chief Financial Officer for Mederi, Inc. was present and asked the Board to consider approving a medical marijuana treatment center in the industrial park at 44 Boynton Road. The facility would be for medical dispensing only. Mederi now has control of the site.

J. Cronin asked about hours of operation. M. George said it would be by appointment and only for adults for the first three (3) months.

T. Hein said she has a concern the original application was for medical cultivation only now you are seeking approval for medical dispensing as well. M. George said they are in a transition for adult medical dispensing they would need a letter of non-opposition from the Select Board.

T. Hein said she continues to have concerns given the results of the 2018 & 2019 ballot questions and by-law which addresses adult use but is unclear on medical use.

M. George said the Attorney General has ruled a community can't restrict the dispensing of medical marijuana so dispensing of medical marijuana can be done by right.

J. Cronin said he thought a public hearing should be held to educate the public about the use of medical marijuana. He provided a letter from the Massachusetts Patient Advocacy Alliance.

T. Hein asked about the volume of customers and the need to sell 35% of inventory for medical use. M. George said yes we need to reserve the product supply.

**Page Three**  
**Meeting Minutes, 12-23-19**

T. Hein asked about the sales numbers. M. George said that will depend on the letter of non-opposition.

M. Ahronian asked about the law regarding retail vs. wholesale. M. George said the sale is allowed by right and it is viewed as an agricultural use. M. Ahronian said the sale is helping people with good results.

J. Cronin asked if the Select Board would need to approve. M. George said if the Select Board does not approve they would have to consider other options.

T. Hein said this proposal would not have any impact on the provisional license.

J. Cronin asked M. George to produce a map showing locations that have medical sales in place currently

The Board decided to place this item on a future agenda for further discussion and public education. J. Ritter said he would ask Town Counsel for an opinion and further research would be done.

**5.) Board Business**

**Meeting Minutes of December 16, 2019:** T. Hein made a motion to approve and release the Meeting Minutes from December 16, 2019. Second, J. Cronin. Voted 3-0

**Gifts – Police and Fire Departments:** T. Hein made a motion to accept the following gifts and grants:

Holliston Police Department: \$5,000 gift from Stephen & Mary Birch Foundation, Inc. for Community Outreach Programs;

Fire Department: \$5,000 grant from the Department of Fire Services for gear extractor;

Fire Department: \$3,405.20 grant from the Department of Fire Services for personal protective equipment;

Fire Department: \$5,000 gift from the Stephen and Mary Birch Foundation for unrestricted use.

Second, J. Cronin. Voted 3-0

**Page Four**  
**Meeting Minutes, 12-23-19**

**Annual Licenses – All Alcohol Package Stores:** T. Hein made a motion to approve and grant the following All Alcohol Package Store Licenses: Bapa Sai, Inc. d/b/a Depot Package Store; Mall Liquors d/b/a Lincoln Liquors; Pramdakshi, Inc. d/b/a Holliston Wine and Spirits; and the Wine House. Second, J. Cronin. Voted 3-0

**Town Center Signals – Post Construction Adjustments:** The Board reviewed the recently received report from McMahon Traffic Engineers.

T. Hein suggested the Board consider three (3) signal adjustments as part of the McMahon recommendations. They are detailed as follows:

* Washington @ Hollis protected left turn phase	\$8,000
* Washington @ Hollis repair wire loop	\$4,400
* Washington @ Central “No turn on red” variable sign	\$5,300
* Central, Exchange, Green shorten pedestrian phase calls	<u>\$6,300</u>
	\$24,000

T. Hein continued by saying there is strong community support. We should run these adjustments by the Police, Fire Departments and DPW.

T. Hein said there should be no turn on red at Hollis and Washington during the pedestrian phase is active. These adjustments would improve the flow of traffic between five (5) and seven (7) seconds.

J. Cronin said he is not in any hurry to spend more money on the town center signalization project and would like to better understand the return on the investment. However, he could support the DPW doing the stripping.

There is another phase to this project and that is to address the parking in front of Superette and there is a need to speak with Mass Dot about that. A video detection system would cost about \$78,000. Perhaps this can go on the project needs list.

J. Cronin said it is important to look at the entire corridor from Highland Street to Concord Street and we should invite Fire Chief Cassidy in to review and discuss.

J. Cronin made a motion to approve the implementation of the four (4) McMahon recommendations in the amount of \$24,000. Second, T. Hein. Voted 3-0

**Financial Policies:** J. Cronin said the Finance Committee voted on December 10, 2019 a draft financial policies document. They reviewed certain measurements and now the Select

**Page Five**  
**Meeting Minutes, 12-23-19**

Board needs to take a closer look and report back to the Finance Committee. Some of the improvements looked good.

J. Cronin will edit the document and this item should be placed on the Select Board's Agenda for early January.

**Appointments:** T. Hein made a motion to accept the resignation from Holly Fischer-Engel from the **Youth Advisory Committee** with thanks. Second, J. Cronin. Voted 3-0  
T. Hein made a motion to appoint Alison Quinan to fill the vacancy with a term to expire on June 30, 2020. Second, J. Cronin. Voted 3-0

Regarding the appointment to **MWRTA Board of Directors** T. Hein said the timing is great with the Town working on a Complete Streets program. Larry Jacobs are rider has submitted his name for consideration and it would be good to have a rider on the MWRTA Board.

J. Cronin asked L. Jacobs what his goals would be. L. Jacobs said would be to improve ridership especially when the weather is poor and to provide service to the Senior Center.

J. Cronin made a motion to appoint Larry Jacobs to the MWRTA Board of Directors. Second, T. Hein. Voted 3-0

**Facilities Manager:** M. Ahronian reviewed the hiring process. J. Ritter said there were about fifteen resumes and applications received. He invited those with buildings and the School Business manager to review and rank the responses. The screening panel was narrowed to seven (7). M. Ahronian asked if the three (3) other providing ranking might have skewed the ranking results.

J. Ritter said he did not think so. J. Cronin asked how they were ranked. J. Ritter said based on the job posting and job description he used a matrix for scoring. Any combination of experience and education would work.

J. Cronin said he would wait to see how the process plays out.

**6.) Any Other Business:** None

**Adjourn:** At 8:03p.m. J. Cronin made a motion to adjourn the meeting. Second, T. Hein. Voted 3-0

**Page Six**  
**Meeting Minutes, 12-23-19**

Respectfully submitted

J. Jeffrey Ritter  
Town Administrator