

TOWN OF HOLLISTON

SELECT BOARD

February 4, 2021
7:00PM

Town Hall
703 Washington Street

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

Also Present: Travis Ahern, Town Administrator; Sharon Emerick, Town Accountant; Mary Bousquet, Treasurer/Collector; and James Keast, Facilities Manager.

At 7:00pm J. Cronin called the meeting to order:

FY22 BUDGET REVIEW:

The Board was presented with 6 proposed FY22 Budgets.

Sharon Emerick joined the meeting remotely to discuss the proposed FY22 Town Accountant Budget. There is a slight increase due to the fact that the clerk position step will increase. This will also be the first year that the Town Accountant will receive her Longevity. The other line items are level funded.

B. Sparrell made a motion to approve the proposed FY22 Town Accountant Budget in the amount of \$177,280. T. Hein second. Vote 3-0.

Mary Bousquet joined the meeting remotely to present the proposed FY22 Treasurer/Collector Budget. There is a slight increase in postage. And also in the Professional Development line. This is a result of training which will be offered for the staff and the new Human Resource position which will go into effect next week.

B. Sparrell made a motion to approve the proposed FY22 Treasurer/Collector Budget in the amount of \$420,080. T. Hein second. Vote 3-0.

M. Bousquet also presented the proposed FY22 Debt Service Budget. She explained the Town's debt is slowly dwindling. There was a short period of time when several large projects were undertaken by the Town. The Schools have two debts which are ending in 2022 and 2023. The sewer project debt will be complete in the spring of 2022. And finally the Police Station in 2029. There was conversation around debt modeling and how it would be advantageous for the Board and M. Bousquet to look to in the near future.

B. Sparrell made a motion to approve the proposed FY22 Debt Service Budget in the amount \$2,405,138. T. Hein second. Vote 3-0.

T. Ahern presented a slide with the overview of the proposed Public Buildings and Facilities Management Budget. The proposal is to include Town Hall, 1750 Washington Street and part of the Pinecrest Golf Course under the Facilities Management Budget. Items such as Munis

software and electronic equipment such as copiers will be added to the IT Budget and other remaining items such as the Marshall Street Solar Project will fall under the Select Boards Budget.

J. Keast joined the meeting remotely to present the proposed FY22 Facilities Management Budget. He explained that a responsibility of his position is to oversee and insure that maintenance of the various facilities under his jurisdiction are done in an effort to alleviate major repairs needed. Also due to the pandemic the routine cleaning of Town Buildings will need to continue. It was taken into consideration that the CARES Act Funding may no longer be available.

B. Sparrell made a motion to approve the proposed FY22 Facilities Management Budget in the amount of \$307,531. T. Hein second. Vote 3-0.

J. Keast continued to present the proposed FY22 Wastewater Treatment Plant Budget. The Wastewater Treatment Plant is located behind the Flagg Field at 100 Linden Street and services the 3 Schools, Placenino, Miller and Adams. The Building itself is aging and the current company (White Water) that monitors it will no longer be providing the service once their contract expires in April 2021. He will start the process of looking for a replacement. J. Keast stated that the cost around this facility will most likely be increasing. He would eventually like to get a modernization study.

B. Sparrell made a motion to approve the proposed FY22 Wastewater Treatment Plant in the amount of \$104,700. T. Hein second. Vote 3-0.

T. Ahern presented the proposed FY22 Select Board Budget. T. Ahern noted that several changes have been made under clerical staff. The current 30 hour position has been increased to 35 hours and a part-time floater position has been created for up to 18 hours per week. He also pointed out that under professional services there is a flat fee now dedicated to legal counsel which will include litigation. This however does not include any fees for Feeley & Brown as labor counsel.

B. Sparrell made a motion to approve the proposed FY22 Select Board Budget in the amount of \$427,966. T. Hein second. Vote 3-0.

PUBLIC COMMENT:

T. Hein thanked Lieutenant George Leurini for his presentation at the last Safe Routes to School meeting which highlighted all the good work being done in Town.

COMMENTS FROM THE TOWN ADMINISTRATOR:

Conversation regarding 555 Hopping Brook continues and more meetings will follow in the near future.

The Town Hall Door project is currently scheduled to begin on Monday February 22, 2021. If there is an issue with this date the Facilities Manager will look to take action to possibly secure

another company to do the work.

The Stipend Committee and the Blair Square Committee will be attending the Select Board meeting on Monday February 8, 2021 with updates on their progress.

OTHER BUSINESS:

B. Sparrell made a motion to accept the bid from J.C. Flooring Inc. in the amount of \$70,490. For the Town Hall flooring project. T. Hein second. Vote 3-0.

At 8:39pm T. Hein made a motion to adjourn and move into Executive Session for negotiations for nonunion personnel not to return to open session. B. Sparrell second.

Roll Call: B. Sparrell AYE, T. Hein AYE, J. Cronin AYE.

Respectfully submitted;

Margaret M Driscoll

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Approved 2/22/21