

TOWN OF HOLLISTON
SELECT BOARD

July 26, 2021
7:00PM

Town Hall
703 Washington Street

Present: Tina Hein, Chair; John Cronin, Clerk.

Also Present: Travis Ahern, Town Administrator; Michael Cassidy, Fire Chief; Christopher Meo, Technology Director.

At 7:00pm T. Hein called the meeting to order and noted that B. Sparrell was not in attendance.

CARES ACT / ARPA PROGRAMMATIC UPDATE:

C. Meo joined the meeting to update the Select Board on the Mobile Meeting Units recently purchased by the Town and funded by the CARES Act. There is one unit each at the Library, Park & Recreation and Senior Center, two units at the Town Hall. C. Meo will hold a training session at the Library on Wednesday July 28, 2021, and next week at the Senior Center and Park & Rec. T. Ahern stated that these mobile units will be instrumental in the holding hybrid meetings going forward.

The first deadline for the ARPA funding requests is August 2, 2021. Chief Cassidy and T. Ahern plan to put together an instructional video and post it on the ARPA webpage. The webpage will also include the ARPA Request flowchart which was presented at a previous Select Board meeting.

T. Hein asked that the Board discuss the possibility of reducing the licensing fees for the various restaurants in Town as was voted last year in an upcoming meeting.

J. Cronin read a portion of Chief Cassidy's email, his most recent COVID update, regarding vaccine hesitancy. The Chief stated that "family and friends are the most influential in encouraging vaccine reticent individuals to get vaccinated".

WARRANTS:

J. Cronin made a motion to approve the weekly warrant in the amount of \$311,961.41. T. Hein second. Vote 2-0. B. Sparrell absent.

PUBLIC COMMENT:

J. Cronin stated that the Celebrate Holliston Committee is beginning the process of planning Holliston's 300th Anniversary and will attend next weeks Select Board meeting, August 2, 2021.

J. Cronin received an update from S. Reese, the DPW Director, regarding several projects throughout Town. The Water Treatment Plant is on schedule to be completed in the summer of 2022. The Deputy DPW Director position will be posted within the week. The Winter Street

Water main replacement project is on schedule. The Highway Department is looking at enhancing the winter treatments currently used for snow and ice removal.

T. Hein stated that during a recent conversation with Rep. Carolyn Dykema she pledged her support of leveraging the Complete Streets and Sidewalk Study including 1.8 miles of sidewalks on the State owned streets (MASSDOT roadways).

T. Hein continued to note that the following was recently passed within the State budget: \$30,000 for the Afghanistan/Iraq memorial for veterans, \$100,000 for Goodwill Park renovation with focus on bathrooms, and \$250,000 for Metrowest Mental Health.

There will be no additional cost for Holliston to be a member of the Metrowest Regional Collaborative this year.

The Traffic Advisory Committee will attend the Select Boards August 2, 2021 meeting with an update.

ASSISTANT TOWN ADMINISTRATOR / HR DIRECTOR SEARCH UPDATE:

T. Hein stated that the previous candidate considered for the Assistant Town Administrator/HR Director position was no longer available. T. Ahern stated that the job will be reposted on the MMA website this week. Candidates will go through the same screening process with the intent of bringing the finalist to the Select Board in early September 2021. T. Ahern explained that there has been discussion around the physical space needed to accommodate the ATA/HR Director. One idea is to use the space on the third floor, formally the sewer office many years ago, with some renovations. This space could possibly be used by the Town Administrator. The other thought is to convert the Pinecrest Room which is located on the lower level into two offices, this could house both HR employees, including the current HR employee who works within the Treasurer Collectors Offices. However this would then mean there is one less conference room available within Town Hall. The main concern is finding a space that will allow privacy.

Jay Robinson, 233 Chamberlain, asked if there are any budget constraints for either renovation.

T. Ahern responded by stating that the 3rd floor renovation could be done as a retrofit with very little cost to the Town, the renovation of the Pinecrest Room may cause more need for funding.

J. Robinson added that in this competitive job market it is necessary to have an appropriate workspace to entice a candidate.

T. Ahern will continue to update the Board on the subject.

COMMENTS FROM TOWN ADMINISTRATOR:

T. Ahern stated that there was a good response to the DPW Feasibility Study regarding a location for a new DPW Building. The Facility Manager J. Keast will follow up with the top 2 bids. The RFP requested timeline is within 6 months. T. Ahern noted that this is step 1. To go further with a request for funding it will need to be an article on a future Town Meeting

Warrant. Celebrate Holliston and the Traffic Advisory will be on the August 2, 2021 Select Board Meeting. The Select Board will open up the warrant for the October 18, 2021 Fall Town Meeting at next weeks meeting, August 2, 2021. T. Ahern will make the 5 Year Capital Planning request forms available for all departments.

BOARD BUSINESS:

J. Cronin made a motion to approve the Meeting Minutes of June 28, 2021 as written. T. Hein second. Vote 2-0. B. Sparrell absent.

J. Cronin made a motion to approve the request from the resident at 314 Gorwin to widen the driveway to 20 feet. T. Hein second. Vote 2-0. B. Sparrell absent.

J. Cronin made a motion to appoint Sophia Loricco as an On-Call EMT for the Holliston Fire Department. T. Hein second. Vote 2-0. B. Sparrell absent.

T. Hein noted that the Select Board will not meet as scheduled on Tuesday September 7, 2021 to observe Labor Day and the Jewish Holiday Rosh Hashanah.

OTHER BUSINESS:

J. Cronin met last week with the Park Commission and Park & Rec Staff to discuss how to better maintain the parks and fields, (excluding school fields). The Commission voted to enter into a conversation to build a concept to reorganize and the possibility of the DPW taking over some of the maintenance. J. Cronin thanked the Park Commission for all their work as the parks are a valued asset in the community.

J. Cronin asked T. Ahern what if any effects from all the rainfall of late has had on the dams within Town. T. Ahern stated that the most recent issues have been related to the beaver population and not the dams themselves.

A request came in from Crafted late last week for a 1 day Liquor License which was approved with the understanding they submit the request in a timely fashion going forward.

J. Cronin made a motion to approve a One Day Beer & Wine License for Crafted at Arcadia Farm for a "Fun Day at the Farm" on August 1, 2021 from 12:00pm-4:00pm, with the reminder to follow the proper process. T. Hein second. Vote 2-0. B. Sparrell absent.

Chief Cassidy wanted to let residents know that the haze and smoke in the sky/air is not from a local event but rather the fires out West.

At 8:05 J. Cronin made a motion to adjourn. T. Hein second. Vote 2-0. B. Sparrell absent.

Respectfully submitted;

Margaret Driscoll

Approved_9/13/21