

TOWN OF HOLLISTON

SELECT BOARD

August 16, 2021
7:00PM

Town Hall
703 Washington Street

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

Also Present: Travis Ahern, Town Administrator; Michael Cassidy, Fire Chief; Lieutenants Thompson and Leurini, Holliston Police Department; Guillermo Palencia, Holliston Police Officer candidate; William Scarpati and Victor Vega representatives from Stantec; Nicole Kanengeiser, Lincoln Liquors; Dr. Susan Kustka, School Superintendent and Cynthia Listewnik, School Committee Chair; James Keast, Facilities Manager.

At 7:00pm T. Hein called the meeting to order.

HPD OFFICER APPOINTMENT/INTRODUCTION-GUILLERMO PALENCIA:

Lieutenants Thompson and Leurini joined the meeting to introduce Holliston Police Officer candidate Guillermo Palencia to the Select Board. G. Palencia presented a brief background on his experience which has led him to seek the position of a Holliston Police Officer. Most recently he has been a Police Officer at Tufts University for over three years where he took pride in his participation within the University's community. Each member of the Select Board was given the opportunity to ask G. Palencia questions. To some of which he responded that he has always desired a job in which he can be an active member and give back to the community. Integrity is an important aspect of how he conducts his professional and personal life.

J. Cronin made a motion to appoint Guillermo Palencia to the Holliston Police Department as a full-time Police Officer. B. Sparrell second. Vote 3-0.

The Board thanked Officer Palencia for his time and congratulated him, then asked that he report to roll call at 7:00am tomorrow (08/17/21).

SIDEWALK STUDY FINDINGS-STANTEC:

William Scarpati and Victor Vega representatives of Stantec joined the meeting to present their findings of the Sidewalk Study. Along with the presentation were various slides and graphics. W. Scarpati explained that there are 2 government accessibility requirements when dealing with sidewalks. One agency is the Americans with Disabilities and the second agency, Mass Architectural Access, deals with the details of ramps, slopes etc.

V. Vega explained that the study covered 50 miles of sidewalks throughout Town and included all ramps, and crosswalks. It was determined that 97% of the ramps throughout Town do not meet safety requirements. It is estimated that it would cost \$1.8 million to achieve compliance.

Sixty nine percent of the sidewalks are in need of repair and fifty eight percent are not compliant. The study also determined that \$5.5 million would be needed to make all repairs and bring all sidewalks and ramps into compliance, (this figure includes the \$1.8 million for ramps). V. Vega stated that it will cost \$630,000 annually to maintain the current condition of the sidewalks, (this figure takes into consideration inflation).

The study made the following recommendations: 1. The Town allocate \$630,000 annually to maintain 50 miles of sidewalks. 2. Assemble a task force to move forward with ADA transition plan/schedule. 3. Make sure the plans are in compliance. 4. Have a plan to maintain the GIS data and update it on an annual basis.

J. Cronin stated that he felt this study was still in draft form and more work was needed to “connect neighborhoods”. T. Hein noted that with the Complete Streets Policy now in place it can dovetail with the Stantec Study to find connectivity.

After some discussion the Board asked that T. Ahern and S. Reese, DPW Director work along with the newly hired Assistant Town Administrator to update/add to the draft presented by Stantec.

Michelle Zeamer, 583 Winter Street called into the meeting to ask if the Deputy DPW Director position the Town is looking to hire will be required to be a Professional Engineer. T. Ahern explained that although it would be preferred, it is not a requirement.

Vin Murphy, 432 Norfolk Street called into the meeting to ask what schools are indicated on the map at the Millis and Milford borders. V. Vega noted that was is due to zoning, and pointed out there is a group home located on the Milford boarder.

The Select Board thanked both W. Scarpati and V. Vega for their time and thorough presentation.

CHANGE OF MANAGERS LINCOLN LIQUORS:

At 8:15pm J. Cronin made a motion to open the Public Hearing to change the manager at Lincoln Liquors located a 1566 Washington Street in Holliston. B. Sparrell second. Vote 3-0.

Nicole Kanengeiser joined the meeting via Zoom to introduce herself as the newly hired manager of Lincoln Liquors. J. Cronin noted that N. Kanengeiser had passed the required background checks required by the Holliston Police Department.

J. Cronin made a motion to approve the request for a change in Manager by Mall Liquors DBA Lincoln Liquors located at 1566 Washington Street, Holliston MA. B. Sparrell second. Vote 3-0.

At 8:19pm J. Cronin made a motion to close the Public Hearing. B. Sparrell second. Vote 3-0.

CARES ACT / ARPA PROGRAMMATIC UPDATE:

T. Ahern stated that out of 17 requests for ARPA funding the Steering Committee was bringing 2 recommendations to the Select Board for approval. Dr. Kustka, School Superintendent and C. Listewnik, School Committee Chair joined the meeting to add their support to the request to fund all day kindergarten through ARPA. Dr. Kustka stated that there are families within Town

that have suffered financial hardship due to the pandemic and therefore the cost of full time kindergarten is now out of their reach. The proposed funding will cover the cost of full time kindergarten for the next 3 years with the intent that the schools and town will have the opportunity to look for ways to fund the cost after that time. Chief Cassidy noted that definition of ARPA funding is consistent with the intent for education as written.

J. Cronin made a motion to approve ARPA Funding in the amount of \$1,625,000 (\$650,000 for FY22) to fund full-time kindergarten. B. Sparrell second with the comment that this ARPA funding will end in 3 years. Vote 3-0.

T. Ahern presented a request for ARPA funding for a production of a video which will highlight Holliston's attributes. T. Ahern explained that the Town was approached by a production company which produces a show called Viewpoint with Dennis Quaid. The Town will have input into the contents of the video and it will become property of the Town. The filming should begin shortly and last 90-120 days. Chief Cassidy noted that this request falls within the purview of the "Support immediate economic stabilization" ARPA guidelines.

J. Cronin made a motion to approve/allow the Town to enter into a production with "Viewpoint with Dennis Quaid" costing \$27,900 to be funded by ARPA. B. Sparrell second. Vote 3-0.

T. Ahern stated that the Town currently has \$781,490 of ARPA funding available.

COMMUNITY UPDATE: Chief Cassidy stated that there are 21 active Covid-19 cases. The positivity rate is currently 2.96% and Holliston is Yellow. The Board of Health will be meeting on Thursday August 19, 2021 to discuss what action may be taken in the future regarding mask mandates throughout the Town. At this time the schools have yet to make a decision on a mask policy for the upcoming school year.

WARRANTS:

J. Cronin made a motion to approve the weekly warrant in the amount of \$3,017,800.22. B. Sparrell second. Vote 3-0.

PUBLIC COMMENT:

J. Cronin met with Chief Stone and Officer Charette regarding the recently discussed Resource Dog. Chief Stone will make a presentation to the Select Board in the near future.

J. Cronin also met with Park and Recreation, the DPW Director, the Facilities Manager and the Town Administrator to discuss the future of maintenance of the various parks throughout Town. The goal is to move some of the maintenance from the Parks Department to other entities, possibly as early as spring of 2022.

B. Sparrell stated that the Blair Square Committee has a design from Beal's & Thomas which is 90% complete. The intent is to be 100% complete within the next several weeks.

B. Sparrell added that Comprehensive Long Range Planning Committee, aka Envisioning Future Holliston will have preliminary surveys available on the Town's website soon.

T. Hein noted that the Select Board will be meeting next Thursday August 26, 2021 instead of Monday August 23, 2021.

COMMENTS FROM TOWN ADMINISTRATOR:

T. Ahern stated that the Cable Advisory Committee will be meeting on August 18, 2021. The Town will switch from Verizon to Comcast. There will be a Public Hearing as part of the process. The Assistant Town Administrator/HR Director position posting will close this Wednesday August 18, 2021. The same hiring committee which previously interviewed other candidates will reconvene. T. Ahern hopes to have the ATA/HR Director on board by early October. The Department of Local Services TAB, Technical Assistance Bureau Report is expected to be available in draft form prior to October Town Meeting. The report will be given to the Governance Committee as well.

A letter will be sent to the State requesting \$100,000 as part of the State budget (grant) be earmarked for Goodwill Park improvements.

T. Ahern has asked the Chair of the Conservation Committee to review the report provided by Lenard regarding the Town dams and determine what plan can be put into action.

The American Legion will hold its 9/11 remembrance on Sunday 9/12/21 at the Senior Center and will recognize various members of the community with Heroism Awards.

DISCUSSION FINANCIAL POLICIES:

T. Ahern met with the Treasurer/Collector and the Town Accountant to discuss and update the Towns Financial Policies. These policies should be reviewed every two years. The Select Board agreed that a policy should be established to handle cannabis revenue going forward. The Finance Committee will review the Financial Policies at their next meeting Tuesday August 17, 2021.

J. Cronin made a motion to approve the Financial Policies as presented by the Town Administrator subject to his discretion any corrections/messages he would chose to make in the upcoming document. B. Sparrell second with a comment to allow edits not to change any contents of the policies. Vote 3-0.

Michelle Zeamer member of the Finance Committee asked that any edits be passed onto the Fin Com as well.

BOARD BUSINESS:

J. Cronin made a motion to approve the Meeting Minutes of July 6, 2021 as written. B. Sparrell second. Vote 3-0.

J. Cronin made a motion to approve the Meeting Minutes of July 19, 2021 as written. B. Sparrell second. Vote 3-0.

J. Cronin made a motion to award the DPW Feasibility Study Contract to Weston and Sampson Engineering in the amount of \$75,000. B. Sparrell second. Vote 3-0.

James Keast, Facility Manager phoned into the meeting to state that he expects the DPW Feasibility Project to begin within the next week and take approximately five months to complete.

J. Cronin made a motion to approve the Celebrate Holliston Event Permit for Saturday September 18, 2021, which will entail closing part of Central Street from 7:30am to 3:00pm. B. Sparrell second. Vote 3-0.

J. Cronin made a motion to approve moving the Farmers Market from Sunday September 19, 2021 to Saturday September 18, 2021. B. Sparrell second. Vote 3-0.

J. Cronin made a motion to approve the Senior Center Fall Fair Event Permit to be held on September 11, 2021 from 9:00am to 3:00pm at the Senior Center. B. Sparrell second. Vote 3-0.

J. Cronin made a motion to accept a \$500 donation to the Senior Center from the Tiberio Charitable Foundation. B. Sparrell second. Vote 3-0.

OTHER BUSINESS:

T. Hein asked if it would be an advantage when applying for a Transportation Improvement Program (TIP) grant, if the Town employed a Town Engineer. The Select Board can discuss in the future.

At 9:34pm J. Cronin made a motion to adjourn, with a remaindered that next week the Board will meet on Thursday August 26, 2021, not on Monday August 23, 2021. B. Sparrell second. Vote 3-0.

Respectfully submitted;

Margaret M. Driscoll

Approved__9/13/21

