



**TOWN OF HOLLISTON  
BOARD OF SELECTMEN**

**703 Washington Street  
Holliston, MA 01746**

**508-429-0608**

**BOARD OF SELECTMEN  
MEETING MINUTES  
HOLLISTON TOWN HALL  
APRIL 22, 2019**

Present: Mark Ahronian, Vice Chairman; John Cronin, Clerk

Also present: Jeff Ritter, Town Administrator

Absent: Jay Marsden, Chairman

At 7:00p.m. Vice Chairman M. Ahronian called the meeting to order.

**1.) Warrant:** J. Cronin read the Warrant and made a motion to approve the weekly vendor (expense) and payroll Warrant (19-43) in the amount of \$1,224,310.72. Second, M. Ahronian. Voted 2-0

**2.) Public Comment:** J. Cronin said he and J. Ritter attended a regional meeting of Selectmen in Medway last Thursday evening. There was a very good discussion about Department Head salaries and other topics of mutual interest.

He found it to be a good opportunity to share and exchange information with other Selectmen.

It was interesting to learn that Medway was dealing with a solid waste problem as well.

M. Ahronian thanked Bryan Clancy from the Housing Trust for doing a fabulous job in promoting affordable housing in Holliston.

Walter McGrath, 477 Gorwin Drive said he was a member of the VFW, the American Legion and the Blair Square Committee.

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He said the previous Board of Selectmen were not in favor of placing a veteran's memorial at Blair Square and thought the memorial should be placed in the area of Town Hall. However, the Blair Square Committee is now leaning in favor of placing the memorial at Blair Square.

M. Ahronian said at the time the Board favored the memorial to be placed in the area of the Town Hall because of the other memorials that are there now and it is in a central location.

It was agreed to place the topic on a future agenda for further discussion.

W. McGrath said he was confused because he thought the placement of a memorial was the mission of the Blair Square Committee.

M. Ahronian said we want to make sure there is a community discussion.

W. McGrath said the current proposed design is small than the previous design.

J. Cronin said he wants to understand the difference between the two (2) sites. W. McGrath said there are currently two (2) stones in place at the Town Hall to recognize the service of those who served in the Iraq Gulf War and Afghanistan.

J. Cronin asked if the memorial would be able to accommodate future conflicts. W. McGrath said yes, they envision an area where other stones might be placed.

M. Ahronian invited the Director of Public Works, Sean Reese to provide an update. S. Reese said hydrant flushing is ongoing and should be completed in about four (4) weeks.

Road milling is complete on Hollis Street and work has started on Highland Street from Prentice Street to Washington Street. Shaw Farm Road would be started shortly.

M. Ahronian asked S. Reese to explain the process. S. Reese said the milling process goes down about an inch and half in preparation for paving.

M. Ahronian asked about the hydrant flushing and how that works. S. Reese acknowledged there are several areas in town with challenges but the Water Department is working to remove the sediment and tries to post updates daily on the web site.

J. Cronin asked about the condition of Hill Street. S. Reese said they are working on a five (5) year road and water line schedule and discusses the status with J. Ritter during their weekly meetings. Although Hill Street is not on their current program we can look at moving that forward.

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M. Ahronian asked about water testing. S. Reese said we not only follow the Department of Environmental Protection regulations the Water Department also does routine water quality testing.

**3.) Report of the Town Administrator:** J. Ritter reminded the Board there will be ribbon cutting at 172 Concord Street as part of an affordable housing partnership between the Holliston Housing Trust and Habitat for Humanity. The event will be held on Monday, April 29<sup>th</sup> at 1p.m.

The roofing materials have been delivered to 1750 Washington Street and that project will get going once the weather clears.

There will be a mandatory pre-bid conference regarding the proposed solar field at the former landfill on Monday, April 29<sup>th</sup> at 1p.m. to be followed by a site walk for those interested.

The Board has been invited to participate in the Memorial Day activities. The Board should be at the Adams Middle School on the morning of May 27<sup>th</sup> at 10:30a.m.

J. Ritter notified the Board that he was contacted today by the Executive Office of Energy Resources and was told the Town has been awarded a \$15,000 Municipal Vulnerability Grant. The grant will be used to have several educational seminars to plan for the impacts of climate change such as droughts, flooding and other public health issues. It is important to have these community conversations.

Regarding the Pinecrest railing project he had a meeting this afternoon with the building inspector, Chairman of the Golf Course Advisory Committee and a contractor.

Work has started on the exterior painting of Pinecrest Golf Course building and it should be completed shortly.

The Senior Center steps replacement project should be completed in about a week.

The trash and recycling contract should be ready to be signed after Town Meeting.

J. Cronin asked about the status of the Sustainability Coordinator funding from the State Legislature. J. Ritter confirmed the proposed shared position with Sherborn was originally proposed for \$80,000 but that number has been reduced to \$50,000.

M. Ahronian asked about the police hiring of a second Lieutenant and Sergeant. J. Ritter reported both positions have been posted.

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**4.) Affordable Housing Discussion:** Bryan Clancy, 45 Wendy Lane, with the Holliston Housing Trust was present. B. Clancy reviewed their history and the status of the current project at 172 Concord Street.

Regarding the house at 172 Concord Street, the Housing Trust purchased that building and property for back taxes and paid the Town the amount due. Habitat for Humanity is in the process of renovating the three (3) home. The Housing Trust can donate extra funds if needed.

One area we can work is to update the Housing Production Plan which is many years out of date and has most likely expired. There are several grant funding opportunities to help the Town update the Plan.

B. Clancy said however it might be worth waiting until after the Federal census is completed.

J. Cronin asked about a strategic plan for promoting affordable housing. He also said the Town Planner is looking at various parcels of Town owned land for the possibility of selling off as sites for affordable housing and those at risk.

B. Clancy said we can certainly take a look at both the Housing Production Plan and the inventory of Town owned properties and work to develop goals.

Mary Greendale, 57 Roy Avenue said the challenge is to develop affordable housing for those who are in the middle. Not for those who are wealth or those who meet other income requirements. We need moderately priced housing. She understands Sudbury has a good by-law that should be researched.

B. Clancy said the Housing Trust would work with the Affordable Housing Committee.

J. Cronin asked about the percent of what is considered affordable housing in Holliston. B. Clancy said around 4.5 percent but the goal is to get to 10 percent. Some of the obstacles is the fact Holliston does not have any sewers and we have limited land and what we have tends to be expensive.

M. Ahronian said while the Town Planner is working on the inventory of Town owned properties perhaps we should also be thinking about a donation from the Town to the Trust for housing development. The Trust could work with developers to promote affordable housing with conditions on the development. As an alternative the Town could issue the Request for Proposals.

J. Cronin asked if the Housing Trust had looked at the former Andrews School Building. B. Clancy said yes but the obstacles were overwhelming and the building was not suitable for conversion.

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J. Cronin asked about the former Flagg School location. M. Ahronian said there is a restriction on the Deed that the site must be used for educational purposes.

B. Clancy said another alternative is we could revisit the Zoning By-Laws to create new zoning so as to accommodate affordable housing.

M. Ahronian reviewed those who have expressed interest in working on the Affordable Housing Committee as, Warren Chamberlain, Mary Greendale, Eric Plunkett and himself. J. Ritter confirmed there are seven (7) appointments that could be made.

J. Cronin said having a Housing plan up to date would most likely improve the town's chances of receiving additional grant funding.

**5.) Board Business**

**Meeting Minutes from April 16 2019:** J. Cronin made a motion to approve and release the Meeting Minutes from April 16, 2019. Second, M. Ahronian. Voted 2-0

**Executive Session Meeting Minutes from April 8 2019:** J. Cronin made a motion to approve and release the Executive Session Meeting Minutes from April 8, 2019. Second, M. Ahronian. Voted 2-0

**Gift Acceptance Forms – Police, Park and Recreation and Community Farm:** J. Cronin made a motion to accept a gift from the Holliston Newcomers Club to the Holliston Police Department to be deposited in the Gift Account in the amount of \$2,595.00. The funds would be used to purchase one (1) LTI 20-20 Handheld LIDAR Unit. Second, M. Ahronian. Voted 2-0

J. Cronin made a motion to accept a gift from the Holliston Newcomers Club to the Parks and Recreation Department to be deposited in the Gift Account in the amount of \$3,000.00. The funds would be used to support the Summer Concert Series. Second, M. Ahronian. Voted 2-0

J. Cronin made a motion to accept a gift from Rodenhiser Excavating to the Community Farm for work related to the installation of a new septic system. The value is \$23,000. Second, M. Ahronian. Voted 2-0

**Appointments – Registrar, 9 Green Street Committee and the Zoning Board of Appeals:** J. Cronin made a motion to appoint Eric Raffi to the Board of Registrars for a term to expire in April of 2022. Second, M. Ahronian. Voted 2-0

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J. Cronin made a motion to appoint Lisa Diluzio as a representative of the Parks Commission and Matt Coletti as a representative of the Economic Development Committee to the 9 Green Street Committee. Second, M. Ahronian. Voted 2-0

J. Cronin made a motion to appoint Mark Bush to be a full member of the Zoning Board of Appeals moving up from the Associate member. Second, M. Ahronian. Voted 2-0

J. Cronin made a motion to appoint Elizabeth Dembitzer to be an Associate member of the Zoning Board of Appeals moving up from the Associate member. Second, M. Ahronian. Voted 2-0

**Reserve Fund Transfer Request – Upbranching:** S. Reese was present and reported there are about thirty (30) trees that need to be removed. The estimated cost is \$57,225 plus the trees that were recently removed from Patoma Park at a cost of \$4,500. He was planning to wait until after Town Meeting to present the Reserve Fund Transfer request.

He noted the Parks Department can't be tagging trees once that is done they have to be removed as soon as possible. He said he did not want to do any year end transfers. The amount of money requested will get us to July.

M. Ahronian said you have identified a need and to cost to address this need.

J. Cronin asked what was the total amount being requested. S. Reese said \$61,225.

J. Cronin said S. Reese should do as much as possible before June 30<sup>th</sup>.

J. Cronin asked about the Parks removing the trees at Patoma Park. S. Reese said they thought it was an emergency because the number of child on the fields.

J. Cronin made a motion to approve and send to the Finance Committee a Reserve Fund Transfer request in the amount of \$61,225 for the removal of trees. Second, M. Ahronian. Voted 2-0

**Cedar Street Area Agreement for Water Mains and Appurtenances – AP**

**Associates:** J. Cronin made a motion to approve and sign an "Engineering Services Agreement Between AP Associates, Inc. and the Town of Holliston for Bidding and Construction Phases of Water Main and Appurtenances for the Cedar Street Area." Second, M. Ahronian. Voted 2-0

**Annual Town Meeting Warrant, Motions and Any Budget Line Items:** J. Ritter reviewed the Warrant with the Board and highlighted those article that the Finance Committee is supporting and those they are not.

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He noted the Finance Committee is meeting tomorrow evening and the Board is posted for follow-up discussions with the Finance Committee.

There are three open issues, the Facilities Manager position, the Tax Exemption Article, and the Blair Square Article all should be addressed tomorrow evening.

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

**Adjourn:** At 8:15p.m. J. Cronin made a motion to adjourn the meeting. Second, M. Ahronian.  
Voted 2-0

Respectfully submitted,



J. Jeffrey Ritter  
Town Administrator