



**TOWN OF HOLLISTON
SELECT BOARD**

**703 Washington Street
Holliston, MA 01746**

508-429-0608

**SELECT BOARD
MEETING MINUTES
HOLLISTON TOWN HALL
MAY 11, 2020**

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

Also Present: Jeff Ritter, Town Administrator

At 6:30p.m. M. Ahronian called the meeting to order.

M. Ahronian read the following statement, pursuant to the Governor's Order Suspending certain provisions of the Open Meeting Law, G.L. c30A paragraph 20, as well as the Select Board's Emergency Order dated March 16, 2020 the Select Board will be using remote participation for this meeting.

The audio of this meeting is being recorded and will be posted to the Town's webpage within 24 hours in accordance with the Governor's Emergency Action requirement of keeping the public informed of actions during this meeting. I would ask all participants remotely attending this meeting please state your name for identification purposes each time you speak throughout the meeting.

1.) Executive Session: T. Hein made a motion under M.G.L. Chapter 30A, Section 21A to enter into Executive Session for the purposes of discussing the status of collective bargaining teacher's contract. Representing the School Department was Superintendent of Schools, Brad Jackson; Keith Buday, Business Manager; Stacey Raffi, Chair of the School Committee; and Andy Morton, a member of the School Committee and negotiating sub-committee. Second, J. Cronin. Voted 3-0 Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes.

T. Hein made a motion to exit Executive Session at 7:03p.m. Second, J. Cronin. Voted 3-0 Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes. Voted 3-0

The Board returned to open session at 7:03p.m.

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2.) Coronavirus Community Update: Emergency Management Director, Michael Cassidy was present and provided a community update.

M. Cassidy said we are now entering the post surge phase of the pandemic many are seeking additional guidance from the Governor.

Marshall Street Recycling Center could open as early as May 23, 2020.

T. Hein said the business community has lots of questions and they need to be educated as to their options.

M. Cassidy said the Governor could be issuing interim guidance.

J. Cronin asked about the Recycling Center and when that could be opened. M. Cassidy said May 23rd at the earliest. Masks would be required. But next week we should have more information.

J. Cronin asked about return to work for the Town Hall staff and what that would look like. M. Cassidy said they are working on the installation of protective glass for offices and some staff would continue to work remotely.

M. Ahronian said regarding the business community is there a way some business owners could use the sidewalk. M. Cassidy said staff could look into what would be required such as an amended business license. But there is also ADA requirements that need to be considered.

3.) Warrants: T. Hein made a motion to approve and sign the weekly expense and vendor Warrant (20-46) in the amount of \$800,158.49. Second, J. Cronin. Voted 3-0

4.) Public Comment: T. Hein read a letter from DPW Director Sean Reese regarding hydrant flushing.

T. Hein said the Holliston Community Action Fund issued eight (80) gift cards to residents.

M. Ahronian thanked all first responders for all their hard work during the pandemic.

4.) Report of the Town Administrator: J. Ritter read a statement regarding an updated report on the water main replacement project.

The fourth Green Communities grant application was submitted and thank Chris Meo for his assistance in getting that together.

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The Sustainability Coordinator will provide an update to the Board next week.

The Governance Committee now has three (3) out of five (5) appointed and they are ready to get going.

Hill Street will be closed from May 18th until May 20th for resurfacing.

The Signs and Lines grant project is now complete. He thanked S. Reese and the DPW for working to get this completed.

J. Cronin asked about the status of the Water Rate Hearing. J. Ritter said we are waiting on a report from the Water Department's consultant.

7.) Annual Town Meeting Date and Election: Liz Greendale, Town Clerk was present remotely and recommended the Annual Town Election be rescheduled until June 23rd. She encouraged voters to vote by mail if possible. Plastic barriers will be installed at the polling places. She also recommended that the polling hours be reduced to be from 12noon until 4p.m.

J. Cronin made a motion to hold the Annual Town Election on Tuesday, June 23, 2020 and for the polls to be open from 12noon until 4p.m. Second, T. Hein. Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

Regarding Annual Town Meeting J. Cronin made a motion to reschedule the Annual Town Meeting until Monday, July 20, 2020. Second, T. Hein. Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

J. Cronin said we need to start thinking about a 1/12 budget.

5.) School Committee Capital Requests: Ann Louise Hanstad a member of the School Committee reviewed their capital items and requests for the Annual Town Meeting.

T. Hein said the capital requests are not part of the 1/12 budget to be submitted to the Division of Local Services.

A. Hanstad said no vote has been taken yet on their capital items. Keith Buday, Business Manager said the roof replacement could be held until the fall Town Meeting. M. Ahronian asked how bad is the roof. K. Buday said it is not leaking yet.

The Board decided they are not yet in the position to vote.

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A. Hanstad said regarding the technology request it is now more important than ever and regarding the Capital Requests Policy the School Committee has two (2) suggested changes.

The Select Board should have no oversight involvement with School Committee requests and the timeline does not work for the School Committee.

T. Hein asked for Town Counsel input but there needs to be more conversation. The timeline request seems reasonable and asked to consult with the Finance Committee about the Policy.

6.) FY21 Budget Review (Technology, Treasurer/Collector, Unemployment, Council on Aging): **Technology** Director, Chris Meo was present and said they way to achieve a zero percent increase would come out of the office supplies line item.

T. Hein made a motion to approve the zero percent increase. Second, J. Cronin. Voted 3-0 Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes. Voted 3-0

Treasurer/Collector: Mary Bousquet reviewed her revised budget. There is a \$3,899 reduction to the foreclosure line item.

T. Hein asked about the step increases and asked that be taken a look at. J. Cronin said there should not be any cost of living increases.

J. Cronin made a motion to approve the budget as presented. Second, T. Hein. Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

Discussion, including the unemployment line item.

Council on Aging Budget: Linda Marshall was present remotely. They plan to make the zero percent increase by taking the money out of salaries for new drivers.

T. Hein confirmed the money would be taken out of the part-time salaries for the van drivers.

L. Marshall said she hoped this would not be forever.

T. Hein made a motion to approve the revised budget. Second, J. Cronin. Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

L. Marshall said the Assistant Director is moving out of State but would like to continue using her services until September 1st she is good at technology. There were no objections. J. Cronin said we have to continue to make the work place safe.

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7.) Board Business

1/12 Budget: T. Hein asked that the Town Accountant provide a report for a 1/12 budget starting in July. J. Cronin asked that Town Counsel assist the Town in the development of that report.

It was noted there have not any regulations issued by the Department of Revenue

Annual Town Meeting Warrant: The Select Board said there might be a need for a separate meeting to review the Warrant.

Appointments On-Call EMT's (Fire Department): T. Hein made a motion to appoint the following EMTs firefighter/EMT Jonathan Foster; Sarah O'Connell EMT; Caroline Ward EMT. Second, J. Cronin. Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

Department Heads Salary Payments: J. Cronin reviewed recent comments by a member of the Finance Committee. We understand FY21 is not looking great. M. Ahronian said it is important to receive input from the Finance Committee.

J. Cronin said a member of the Finance Committee Dan Alfred wants to have a debate at the Fall Town Meeting and asked D. Alfred why this matter was not discussed in detail at the Annual Town Meeting. D. Alfred said it was agreed to put \$75,000 aside for this purpose.

M. Ahronian said communication is important and we need to share information and opinions with the Finance Committee.

J. Cronin said he does understand why the Finance Committee is aggrieved by the decision of the Select Board. D. Alfred said the issue is larger than the \$75,000 and the Select Board did not ask for an opinion from the Finance Committee.

T. Hein said the Select Board is not avoiding this issue there is a difference of opinion but there are larger issues that must be dealt with.

Donation Senior Center: T. Hein made a motion to approve and accept donation to the Holliston Senior Center, from Ellie Stackpole, \$100 for the nutrition fund; Jayne Davis, \$100 for the nutrition fund; and Linda Marshall \$100 for the nutrition fund. Second, J. Cronin. Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

Facilities Manager Software Reserve Fund Transfer: T. Hein made a motion to approve a Reserve Fund Transfer request in the amount of \$30,000 for the Facilities Manager to

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purchase facilities management software. Second, J. Cronin. Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

Governance Committee Appointment: T. Hein made a motion to appoint Paul Lebeau to the Governance Committee for a two (2) year term. Second, J. Cronin. Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

Meeting Minutes of March 9, 2020 and April 23, 2020: T. Hein made a motion to approve and release the Meeting Minutes of March 9, 2020 and April 23, 2020. Second, J. Cronin. Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

Year End Transfers: None

Truck Route Lowland Industrial Park: The Board review a correspondence from the Police Chief to business owners in the Lowland Industrial Park and wanted to make sure staff is working on concert with Mass DoT for a truck exclusion route. Chief Stone should send the letter.

J. Cronin said he was frustrated about dealing with the truck traffic the Planning Board should provide advice and made a motion for the Police Chief to send the letter. Second, T. Hein. Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

9.) Any Other Business: T. Hein asked about allowing small businesses to sell their products on the sidewalk. The Building Inspector and Town Planner will be consulted.

Adjourn: T. Hein made a motion to adjourn the meeting at 9:55p.m. Second, J. Cronin. Roll Call Vote Cronin – Yes; Hein – Yes; Ahronian – Yes Voted 3-0

Respectfully submitted,



J. Jeffrey Ritter
Town Administrator