



**TOWN OF HOLLISTON  
SELECT BOARD**

**703 Washington Street  
Holliston, MA 01746**

**508-429-0608**

**SELECT BOARD  
MEETING MINUTES  
HOLLISTON TOWN HALL  
JULY 22, 2019**

**Present:** John Cronin, Vice Chairman; Tina Hein, Clerk

**Also Present:** Jeff Ritter, Town Administrator

**Absent:** Mark Ahronian, Chairman

At 7:01p.m. J. Cronin called the meeting to order.

**1.) Warrant:** T. Hein read the Warrants vendor (expense) and payroll Warrants (20-04) in the amount of \$384,531.36. J. Cronin made a motion to approve and sign the Warrant. Second, T. Hein. T. Hein abstained from the Anna Hein payroll. Voted 2-0

**2.) Public Comment:** Sharon Stahl, 25 High Street said she has lived in Holliston now for four (4) years and enjoys sitting on her front porch. However, the traffic volume has increased especially large tractor trailer trucks. High Street has a 2.5 ton weight limitation but many truck drivers ignore the restriction.

Also, the speed limit is not observed and is disregarded. It appears the traffic volume has increased as a result of the new lights in the Town Center and asked what can be done.

T. Hein asked if she has discussed the issue with the Holliston Police Department. S. Stone she had not.

T. Hein suggested that she do that and asked if the truck traffic was all day or just certain times. S. Stone said yes it is all day long. High Street is being used as a cut through.

S. Stone will contact the Holliston Police Department to see what can be done.

**Page Two**  
**Meeting Minutes, 7-22-19**

Paul Saulnier, 29 Church Street asked about the status of the door replacement at the town Hall. J. Ritter said the project has become more complex than anticipated and it would have to be rebid.

T. Hein thanked the Parks Department Stoddard Park was full last week-end there was a large crowd and a lot of happy people.

This morning the Police Chief and several others walked a section of the Upper Charles River Rail Trail to explore the feasibility of implementing a "Walking to School Bus Program" that would tie the Trail to the schools. They Town could also apply for grants to help launch the program. She thanked the Police Chief and the Trails Committee.

J. Cronin recognized the Holliston Police Department for all their hard during a recent fatal accident in the Town Center on Saturday, July 13, 2019. The local emergency response was outstanding and our sympathies go out to the family.

**3.) Report of the Town Administrator:** J. Ritter said he received a message from the Cable Advisory Committee Chairman that they are seeking additional volunteers to serve on the Committee. This is important because the cable license is up for renewal. Anyone who is interested should send a letter and resume to the Selectmen's Office.

The Town received a complaint about trucks parking on Cross Street. The Holliston Police Department have been working with the truck drivers not to block access to the Upper Charles River Rail Trail. This approach appears to be working.

Regarding the landfill solar project there is a scheduled meeting next Monday, July 29<sup>th</sup> at 5p.m. with the project team. However, that might have to be moved until 6p.m.

J. Ritter reminded the public to visit the town's web site often for updates to the solid waste and recycling program.

**8.) Board Business**

**Minutes of June 17<sup>th</sup>; June 24; and July 8, 2019:** No action was taken on the Board Meeting Minutes from June 24, 2019. T. Hein made a motion to approve and release the Meeting Minutes from June 17, 2019 and July 8, 2019. Second, J. Cronin. Voted 2-0

**Executive Session Minutes of July 8, 2019:** T. Hein made a motion to approve and hold for release the Executive Session Meeting Minutes from July 8, 2019. Second, J. Cronin. Voted 2-0

**Page Three**  
**Meeting Minutes, 7-22-19**

**Event Permits – MDA Fill the Boot; Celebrate Holliston Parade and Blueberry Lane Block Party:** J. Cronin made a motion to approve and grant approval for an event permit the annual “**Fill the Boot Drive,**” to raise funds for the Muscular Dystrophy Association on Saturday, August 17, 2019 between 9a.m. and 2p.m.at the intersection of Washington and Concord Streets. Second, T. Hein. Voted 2-0

J. Cronin made a motion to approve and grant approval for an event permit for the “**Celebrate Holliston Parade,**” that is scheduled to begin at 9a.m. on Saturday, September 21, 2019. Second, T. Hein. Voted 2-0

J. Cronin made a motion to approve and grant approval for an event permit for a **block party to be held on Blueberry Lane** on Saturday, August 4, 2019 from 3p.m. until 8p.m. Second, T. Hein. Voted 2-0

**Contract Extension MetroWest Regional Transit Authority (MWRTA):** J. Cronin made a motion to approve and sign the 2019-2020 Contract Extension with the MWRTA for elderly and disabled transportation services between the MWRTA and the Town of Holliston. Second, T. Hein. Voted 2-0

**Appointments – Community Preservation Committee and Youth and Family Services:** J. Cronin made a motion to appoint Christopher Bajdek to the Community Preservation Committee for a three (3) year term. Second, T. Hein. Voted 2-0

J. Cronin made a motion to appoint Deborah Coppins to the Youth and Family Services Board for a three (3) year term. Second, T. Hein. Voted 2-0

**Disband 8 Arch Bridge Committee:** J. Cronin made a motion to disband the 8 Arch Bridge Committee with thanks. Second, T. Hein. Voted 2-0

**4.) Public Hearing – Building Inspector Fees:** Christopher Canney, Building Inspector was present. At 7:16p.m. T. Hein made a motion to open the Public Hearing. Second, J. Cronin.

C. Canney was welcomed to the Public Hearing.

C. Canney said it had been several years since the fees had been reviewed. With the introduction of the new permitting software it was discovered the fee schedule should be revisited. Fees are determined and will be determined based on the published legal notice and the value of the work.

T. Hein asked when the last time the fees were reviewed. C. Canney said 2016 and that fees need to cover the actual cost of the inspections.

**Page Four**  
**Meeting Minutes, 7-22-19**

J. Cronin asked when the new fees would go into effect. C. Canney said August 1<sup>st</sup>.

J. Cronin asked where Holliston compared to surrounding communities. C. Canney said Holliston would be just about in the middle not too high and not too low.

J. Cronin asked if there were any public comments. No public comments were heard.

T. Hein made a motion to close the Public Hearing. Second, J. Cronin. Voted 2-0

T. Hein made a motion to approve the new Building Department fee schedule effective August 1, 2019. Second, J. Cronin. Voted 2-0

**5.) Golf Course Advisory Committee:** Deb Moore, Chair of the Golf Course Advisory Committee was present and provided an update as to what was going on at Pinecrest.

The Club House has been painted. John Burke is working on the trim and the deck.

Several trees around the course have been removed that were hanging over the cart paths. A cracked pipe was repaired and replaced in the Pro-Shop. The rug has been replaced. Improved were completed on the snack shack door. The fire alarm system is being upgraded.

J. Cronin asked how the work was being paid for. D. Moore said through the Golf Course revenues.

D. Moore said she would like to see safety improvements made to the cross walks.

D. Moore said an approved vendor directory should be prepared for when emergency work is needed especially for when work is needed over the week-end.

D. Moore said they are looking at replacing the doors at the restaurant this Fall. They are working on getting cost estimates. J. Cronin asked how many doors are needed. D. Moore said four (4) sets of doors are needed. J. Cronin said they all should be replaced.

D. Moore said there is discussion about getting a new grill and an emergency generator.

One of the open issues is the hours of operation of the restaurant. The golfers are not happy when the restaurant is closed.

J. Cronin said New England Golf and Anthony's on the Green both have new Contracts.

**Page Five**  
**Meeting Minutes, 7-22-19**

Bill Harrison, with New England Golf was present and reported that things are going very well and it is nice to return to Pinecrest after five (5) years. He is pleased with the number of rounds played and the additional improvement that are being made. The only complaint he has heard are the hours of operation for the restaurant.

J. Cronin asked B. Harrison if he had spoken with the Manager of the restaurant. B. Harrison said no but he would be happy to.

T. Hein asked when this trend started. B. Harrison said during the May – June period. Many golfer like to have something to eat and drink before they start a round.

**6.) Pinecrest Clubhouse Committee:** Jay Robinson, Chairman of the Pinecrest Clubhouse Committee was present along with Paul Saulnier and Larry Wise members of the Committee.

J. Robinson provided an update as to Committee activities.

They are 1.5 to 2 years out regarding a final plan. Routine maintenance should continue and should not wait for the final plans to be approved.

The kitchen is the central issue it needs a complete overhaul and the foot print needs to be increased. Storage is also an issue that needs to be addressed.

These appears to be the options: option #1: do nothing; option #2 stay the course and continue to study, develop a construction and cost plan estimates including a return on investment spreadsheet for the Club House; option #3 get rid of the tent and construct a permanent structure.

The actual design of the kitchen is driven by the menu.

When looking at possible expansion the Committee also looked at the current parking lot which can accommodate about 150 cars. Option #3 would require a larger parking lot. The total cost estimate would be like \$2.0 million.

P. Saulnier a member of the Committee said the Restaurant is for golfers and there should be a ten (10 year Contract in place it is not about menu. The question is the menu drives the design of the kitchen vs. the kitchen drives the menu.

J. Cronin said the mission is to bring in more events. P. Saulnier said with more events the Restaurant is increasingly closed to golfers.

**Page Six**  
**Meeting Minutes, 7-22-19**

J. Robinson said the Committee is struggling as to what type of kitchen should be in the Club House we are trying to design a facility that is at a golf course.

J. Cronin said I would focus on the function purpose.

T. Hein said so the kitchen would be designed around the menu.

J. Robinson said there are several options, a function hall, a restaurant, or a club house.

T. Hein asked if the golfers are asking for something different.

J. Robinson said the kitchen is at the end of its useful life. They are looking at designing the space as a function hall.

J. Cronin asked about the timeframe. J. Robinson said they could report back by the end of August.

J. Cronin said they should be looking at funding a professional study to be completed to place a framework on the future of the building. Funding could be secured at the Fall Special Town Meeting.

D. Moore asked where the money would come from. J. Cronin said we would have to locate the source of the funding but that would be down the road.

Robert Smith, 60 Marilyn Street said it is not only the kitchen but it is the whole club house that needs to be addressed including the bathrooms and hallways if any expansion is to be considered. You can just depend on golfers for revenue.

The term flexibility in use was noted.

**7.) Anthony's on the Green Update:** Michael Ficco, Manager of Anthony's on the Green was present and provided an update as to how things were going under his new Contract.

M. Ficco said they were ahead of where they were last year at this time.

T. Hein asked if he thought about the kitchen and the golfers. M. Ficco said golfers are only about 20% of his business and no one could make it just on serving golfers. For example, this weekend there is a wedding and a golf tournament.

**Page Seven**  
**Meeting Minutes, 7-22-19**

Outdated storage is a major issue. J. Cronin asked if it was dray storage or a walk in room for tables and chairs. M. Ficco said both and he does not hear complaints from golfers.

T. Hein asked about when his slow season would be. M. Ficco said January, February and March.

T. Hein said what she is hearing is the need for an upgraded kitchen and storage.

J. Cronin asked M. Ficco if he know B. Harrison and he understands the terms and conditions of the Contract. M. Ficco said he will try to open at 11a.m. but they typically close at 5p.m. or 6p.m. the early morning opening do not work because there are very few golfers at that time.

J. Cronin reviewed the terms and conditions of the Contract language with M. Ficco. A lot of this has to do with communication and stress the important for M. Ficco, B. Harrison and d. Moore to work together to resolve the issues.

B. Harrison said they have between 30 and 40 major event every year.

J. Cronin said they need to have a meeting and discussion tomorrow morning to resolve these issues.

**9.) Other Business:**

**Liquor License:** J. Cronin made a motion to approve and grant a One Day All Alcoholic Beverage License to Munielle Duerepin, for Saturday, July 27, 2019 from 5p.m. until midnight at the Upper town Hall. Second, T. Hein. Voted 2-0

**Appointments:** J. Cronin made a motion to appoint Michael Lavin to the Sustainability Waste Management and Recycling Committee for a three (3) year term. Second, T. Hein. Voted 2-0

**Fire Department Gift:** J. Cronin made a motion to accept a gif in the amount of \$150.00 from the Rocky Wood Trails residents to be placed in the Fire Department Gift Account. Second, T. Hein. Voted 2-0.

**Facilities Manager:** J. Cronin provided an update. He said he met with the stakeholders Ben Sparrell from the Finance Committee, J. Ritter and S. Reese last week. There will be a follow-up meeting with the Parks Commission and the Schools to further discuss a phased in approach.

He envisions during the first an assessment period then the development of a staffing plan.

**Page Eight**  
**Meeting Minutes, 7-22-19**

T. Hein asked if the School Committee would be involved. J. Cronin said yes as soon as possible.

**Water Distribution System Study:** J. Cronin said he asked S. Reese to develop a cost estimate from engineering firms for an accelerated water line replacement plan, including a timeline line and estimated cost over twenty (20) years and for that to be ready for the Fall Town Meeting.

**DPW Facility:** Further, an estimate cost for new DPW facility while recognizing the top priority if the completion of the water treatment plant.

**Economic Development Legislation:** J. Cronin noted a letter to be signed by the Board to State Representative Carolyn Dykema to establish a local grant incentive program to encourage economic development approved by Town Meeting and will be sent to the State Legislature.

**Adjourn:** At 8:34p.m. T. Hein made a motion to adjourn the meeting. Second, J. Cronin.  
Voted 2-0

Respectfully submitted,



J. Jeffrey Ritter  
Town Administrator