



**TOWN OF HOLLISTON
SELECT BOARD**

**703 Washington Street
Holliston, MA 01746**

508-429-0608

**SELECT BOARD
MEETING MINUTES
HOLLISTON TOWN HALL
SEPTEMBER 16, 2019**

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

Also Present: Jeff Ritter, Town Administrator

M. Ahronian called the meeting to order at 6:33p.m.

1.) Executive Session: At 6:34p.m. T. Hein made a motion under M.G.L. Chapter 30A, Section 21A (3) to enter into Executive Session to discuss strategy to collective bargaining or litigation or potential litigation if an open meeting may have a detrimental effect on the government's bargaining or litigation position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel.

The Board will re-enter open session at approximately 7:00p.m. Second, J. Cronin.

Roll Call Vote: Hein – Yes; Cronin – Yes; Ahronian – Yes

The Board returned to open session at 7:00p.m.

1.) Warrants: T. Hein read the weekly expense and vendor Warrant (20-12) in the amount of \$503,821.68 and made a motion to approve. Second, J. Cronin. Voted 3-0.

2.) Public Comment: T. Hein reported there is a display at the Natick Mall called "Hidden in Plain Sight." Holliston's Youth and Family Services is supporting the display and it will be there until September 26th.

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J. Cronin said he wanted to recognize Ken Henderson and Bea Hait as Holliston's Citizens of the Year. He encouraged everyone to attend the upcoming parade on September 21st.

M. Ahronian echoed the congratulations of Mr. Henderson and Bea Hait and thanked everyone working with the Celebrate Holliston Committee they are working hard to make Celebrate Holliston a success.

3.) Report of the Town Administrator: J. Ritter reported the Board had a good meeting last Thursday with three (3) solar power providers. This is regarding a proposed solar field at the former landfill.

Last Friday the Town was notified by the Executive Office of Energy Resources that Holliston has received certification as a Municipal Vulnerability Preparedness (MVP) community. The designation will allow Holliston to apply for future grant funding to address vulnerability issues.

There will be a meeting this Thursday regarding the replacement doors at Pinecrest and Town Hall.

Regarding the Sustainability Coordinator position to be shared with Sherborn. Sherborn will be posting the opening and it will be about one (1) month before we see further action. The Board requested a joint meeting with the Sherborn Select Board to review and discuss the status.

J. Cronin said Holliston should be involved with the hiring process.

A letter has been drafted to the various condo Home Owners Associations regarding trash and recycling collection services. He thanked the Principal Assessor for her assistance.

9.) Board Business

Meeting Minutes of September 9, 2019: T. Hein made a motion to approve and release the Meeting Minutes from September 9, 2019. Second, J. Cronin. Voted 3-0

One Day Alcoholic Beverage Licenses – Oktoberfest, Lions Club: J. Cronin made a motion to approve and grant a One Day Alcoholic Beverage License to the Lions Club for their Annual Oktober Fest to be held at the Historical Society on October 18, 2019 from 7:00p.m. until 11:00p.m. Second, T. Hein. Voted 2-0-1 (Ahronian)

T. Hein made a motion approve and grant a One Day Alcoholic Beverage License to the Holliston Historical Society for an event to be held in the Upper town Hall on Thursday, November 14, 2019 from 7:00p.m. until 9:00p.m. Second, J. Cronin. Voted 2-0-1 (Ahronian)

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Event Permits – Kampersal Block Party, Great Pumpkin Walk, and Brazilian Pilgrimage: T. Hein made a motion to approve and grant an event permit for the Kampersal Block Party on September 14, 2019. There was no second. Motion fails. The event was already held.

T. Hein made a motion to approve and grant an event permit for the Great Pumpkin Walk to be held on October 27, 2019 on the Upper Charles River Rail Trail from 10a.m. until 2p.m. Second, J. Cronin. Voted 3-0

T. Hein made a motion to approve and grant an event permit for the Brazilian Pilgrimage on September 15, 2019. There was no second. Motion fails. The event was already held.

Facility Manager Discussion: J. Cronin provided a summary of the position in that the proposal was tabled from last Spring but he has been working with Sean Reese, Ben Sparrell (Finance Committee) and J. Ritter to address any open questions.

They met with representatives from the Parks and Recreation and the School Committee and they all support the position. The Facilities Manager hire would be based on qualifications and education and would be phased in over several years starting with vertical and horizontal facilities assessment.

They are looking at a January 1st start date with a two (2) year implementation plan. Work orders would be developed and tracked decisions would be prioritized. By 2021 parks maintenance would be fully merged in and ultimately the schools would be included.

A starting salary of \$95,000 is being considered and for the first three (3) years the budget would be under the DPW with oversight by the town Administrator. The individual must be available 24-7.

T. Hein asked about the equipment needed. J. Cronin said it is hard to say in FY20 we are proposing a small budget for equipment and software. The Schools have some software but it is not specialized.

Procurement is important and the individual must be certified within three (3) years. T. Hein noted the individual could prove to be very important to whatever happens at the High School and would be available to all department heads.

M. Ahronian asked if there were any questions from the public. None were offered.

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J. Cronin made a motion to approve the Facilities Manager position. Second, T. Hein. Voted 3-0

5.) Public Hearing Depot Package Store Transfer: T. Hein made a motion to open the Public Hearing at 7:35p.m.

Attorney Matthew Porter and buyer Tarak Naik were present. Attorney Porter provided a summary of the transaction. All employees will be TIPS trained. The financing and the lease have all been approved.

T. Hein asked if they had any relationship with Holliston Wine and Spirits. T. Naik said no they have no relationship with Holliston Wine and Spirits.

J. Cronin asked about the lease of the building. M. Potter said they have a ten (10) year lease.

J. Cronin said he noticed that T. Naik had a similar business in Grafton and asked how long did you do business in Grafton. T. Naik said about five (5) years.

J. Cronin said the area around the Depot is often used for local fundraising would T. Naik have any objections if this were to continue. T. Naik said no problem and no opposition for those activities continuing.

M. Ahronian asked if the product line would change. T. Naik said no they are keeping all the same products.

T. Hein advised T. Naik and M. Porter that Holliston is prioritizing sidewalk infrastructure and that includes the area adjacent to the Depot parking lot on Church Street.

J. Cronin made a motion to approve the transfer of license. Second, T. Hein. Voted 3-0

M. Porter asked about the Pledge of License a vote is needed in order to securing financing. J. Cronin made a motion to amend his previous motion to include the Pledge. Second, T. Hein. Voted 3-0

T. Hein made a motion to close the Public Hearing at 7:44p.m. Second, J. Cronin. Voted 3-0

7.) Pinecrest Clubhouse Advisory Committee Update: Jay Robinson and members of the Pinecrest Clubhouse Advisory Committee were present and provided an update since the last meeting with the Board.

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J. Robinson said it has been difficult getting people together over the Summer. However, they have prepared a report which was sent to the Board. There appears to be three (3) options.

J. Cronin said he has read the report and asked if the Golf Course Advisory Committee have voted on the recommendations. Larry Wise said they have not voted.

J. Cronin said the Board had asked the Committee to look at the structure to see if the building could be expanded by replacing the tent. The Town has been using a tent for twenty (20) years as a rental space.

J. Robinson said one of the options is to add a bathroom, expand the tent area with a structure and make improvements to the kitchen.

J. Cronin said there is a shortage of available rental space was the Committee able to get financial information on similar golf facilities. J. Robinson said each facility is different so it is very difficult to get that information.

J. Cronin said let's assume it remains as a golfing facility. J. Robinson said that is part of what the Committee is working on to determine if the facility stays a golf club or becomes more of a restaurant.

J. Cronin asked if the Committee had looked into the use of Upper Town Hall I would like to see more activity at Pinecrest and less at Town Hall. If you were to expand the size of the footprint and make improvements to the kitchen is the way to go.

J. Robinson said a design firm would have to be hired to complete a design, bid the project and oversee it through to completion.

T. Hein said under option #3 it seems to me you have to look at the mission of the golf course if additional space is created that would mean more revenue for the Town.

J. Robinson said is it a restaurant or a club house.

M. Ahronian said we set up this Committee separate from the Golf Course Advisory Committee to provide a recommendation to the Board.

J. Robinson said they can meet with the Golf Course Advisory Committee and seek their recommendation and then share that with the Selectmen and the Finance Committee.

J. Robinson said maybe \$50,000 would cover the design. J. Cronin said we need more detail. J. Robinson said they would be back as soon as possible with better numbers.

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M. Ahronian said at the moment he was in favor of option #3 we need a larger facility but we need to understand the revenue stream.

J. Robinson said there is already a strategic plan in place and it is very important that both boards are on the same page.

6.) Joint Meeting with the Board of Health: Kylie Williams and Laura Nolan both on the Board of Health and Scott Moles, Health Director/Agent were present.

Candidates for appointment Sean Fay, Barbara Peatie, and Jay Leary were present.

The Board of Health recommends Sean Fay for appointment.

T. Hein asked what was the biggest public health issue facing the Town. S. Fay said vaping and it was very important to have close ties to the School Department.

B. Peatie said the use of pesticides.

J. Leary said there used to be a citizens emergency response team that would help other citizens prepare for emergencies that should be revisited. Similar to the health corps.

J. Cronin said he is looking at the qualifications of the candidates can you go into some detail on that.

S. Fay said he had more than fifteen (15) years experience in the construction industry and had no formal extra schooling.

B. Peatie said she earned an MBA and worked as a research technician and a water quality contractor and worked in the software manufacturing industry.

J. Leary said he had 38 years of experience working in pharmacies, as a consultant and teaching.

J. Cronin noted that someone ran for this elected office and then decided not to take the position.

M. Ahronian asked about business experience. B. Peatie said experience in finance using her MBA. J. Leary said he had lots of procedural experience and knowledge working on various committees. He said he is well rounded and he loves the community and is looking at giving back and to use his health care experience. The Board of Health can educate residents about various vaccines.

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L. Nolan said they are all great candidates.

J. Leary said to be fair to everyone he is disqualifying himself from consideration.

L. Nolan said they are always looking for insight and guidance and J. Leary can always provide that input at any time.

T. Hine asked what they find missing. K. Williams said another voice.

L. Nolan said S. Fay has good experience with the Conservation Commission.

S. Moles said whoever is selected they would have to have the ability to work with the Board of Health and to work within the goals of the Board of Health.

T. Hein asked if anyone of the candidates were considering running for the Board of Health. All candidates said yes they would run for the elective office.

B. Peatie said she was withdrawing as well.

J. Cronin made a motion to appoint S. Fay to fill an unexpired term until the next municipal election in May 2020.

8.) Special Town Meeting – DPW Articles and Park and Recreation Request: Mark Frank, Recreation Director was present. He said they are working on a \$120,000 request with the Community Preservation Committee (CPC) that would address various upgrades at three (3) parks in town.

The ballfields are not up to standards and other towns do not want to play here and use the fields. We have only been doing minimal maintenance. If funded we are seeking CPC funding.

J. Cronin asked if the CPC have voted. M. Frank said not yet they are scheduled to vote on October 4th.

J. Cronin question if the CPC would cover all the expense. M. Frank said there are still lots of moving parts but they are working with their liaisons.

J. Cronin asked if more playing fields are needed. M. Frank said right now we are fine.

M. Frank said the Department is also seeking a grooming machine but that would not be covered by the CPC since that is viewed as maintenance. The machine will improve efficiency.

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T. Hein asked who operates the machine and where will it be stored. M. Frank said the DPW personnel would operate the machine and they are looking at storing the machine at 1750 Washington Street.

J. Cronin made a motion to approve the grooming machine which is in the Capital Budget article in the Warrant. Second, T. Hein. Voted 3-0

Sean Reese, DPW Director, reviewed several articles for Town Meeting. First, the DPW Feasibility Study Article. Second, the Sidewalk Prioritization Plan. Third, the Water Asset Management Plan. Fourth, the Water Rate Study. The plan is to use \$100,000 from water retained earnings for the water related article.

J. Cronin asked where the money would come from for the sidewalk study. S. Reese said the capital fund and the water rate study could be completed by February when the rates are set.

J. Cronin said the water rates should fund the current plan to replace one (1) mile of water lines per year and then the rates should look at all the options.

M. Ahronian said he would like to see three (3) miles per year.

9.) Board Business

Cross Street Signs: No action was taken on this item. T. Hein will be meeting with the Trails Committee and report back to the Board.

Traffic Advisory Committee Charge/Profile: T. Hein said she added new language to incorporate the Complete Streets program and she will follow-up with the Police Chief and the Fire Chief.

Special Town Meeting Warrant: T. Hein said she would like to see the Whitney Street and Washington Street Article removed from the Warrant. Once we get the trucking route from the Planning Board the design of the intersection can be revisited.

J. Cronin made a motion to remove that Article until a later date. Second, T. Hein. Voted 3-0

10.) Any Other Business

Blair Square Project Update: There was a discussion regarding the status of the Blair Square project and the funding. The funding is currently tied up with the Federal government. The Blair Square Committee is redrawing some aspects of the project to make it more park like. There is a need for bathrooms including moving.

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Town Hall: M. Ahronian noted there was a problem with the septage and recommended a committee be created to come up with solutions.

J. Cronin made a motion to stop any future bookings of the Upper Town Hall as a preventative measure and to create a Town Hall Septage Committee. Second, T. Hein. Voted 3-0

Adjourn: At 9:26p.m. J. Cronin made a motion to adjourn the meeting. Second, T. Hein. Voted 3-0

Respectfully submitted



J. Jeffrey Ritter
Town Administrator