

## **HOLLISTON BOARD OF SELECTMEN**

February 7, 2011  
7:30 P.M.

Town Hall  
Selectmen's Meeting Minutes

Present: Andrew M. Porter, Chairman; Jay Marsden, Clerk; Paul D. Le Beau, Town Administrator and Andrea Minihan, Administrative Assistant. William McColl, Clerk, was absent.

There were no Warrants.

### **COMMENTS FROM THE BOARD**

Mr. Porter said that they will be interviewing Craig Denman and John Moore tomorrow night for the Police Chief position starting at 7:00 p.m., in the Selectmen's Meeting Room.

Mr. Porter also said that the Pantry Shelf Souper Bowl was a huge success. He said that the Boy Scouts served pancakes as well as the Lions' Club. He said that the Masons served Hoagies. He said that on March 2, 2011, H.E.F. will be having a Spelling Bee. He also said that the Lion's Club will have the \$10,000 raffle drawing.

Mr. Marsden said that the streets are narrow due to all the snow and to please use caution.

### **COMMENTS FROM THE AUDIENCE**

Christa Canavan asked the Selectmen to think again about including Keith Edison in the Police Chief Interview process.

Mr. Porter said that the Police Chief interview is always done at a public meeting, this time it also will be on cable.

### **TECHNOLOGY BUDGET**

Chuck Corman, Technology Director, was present. Mr. Corman said that he meet the guideline. He said that the funds that he received from Town Meeting helped to replace almost every computer in Town Hall and some of the other locations. He now has a stock of refurbished computers just incase something goes down. He said that this is the first time that he has had spare or back-up computers on hand. He said the Munis system that we use Town wide is going to convert to a different data base and that is going to be an expense because we will need to change over everything. Mr. Corman was asked to do a comparison on the two different types of systems, one we keep in house like we do now and the other, Munis will take care of everything including the back up. He said the A.S.P. System is the lowest, versus the in house. Munis is responsible for the servers and all the back-up. He said that this is something that must be done by April 2012. Mr. Corman said that we can try another way, but everyone would have to be trained and that would not be cost effective.

**HIGHWAY DEPARTMENT BUDGET**

Tom Smith, Highway Superintendent, was present. Mr. Smith said that he was able to meet the guideline. Mr. Smith said that if there were more funds, he would like to add more to the vehicle maintenance. He also said that they need a new sidewalk plow (Bombardier). He said that they have a 1995 backhoe that needs to be replaced. He said that the price of gas is going up and it may alter that line.

**COUNCIL ON AGING BUDGET**

Lina Arena-DeRosa and Henry Dellicker were present to discuss the budget. Mr. Porter said that the Selectmen received lots of fan mail for the Center. Mr. Porter said that the Council on Aging has presented two different budgets. Mr. Porter asked Ms. Arena-DeRosa how did she make the guideline? She said that they have been conservative with the utilities. She also said that they have the new van, so the maintenance has gone down. She said that they are going to get a new vehicle this spring. She said that the grounds and maintenance line has done so well because of all the help that the Highway Department has given them.

Mr. Dellicker said that the Center has grown in the service to the Community. Mr. Dellicker said that the staff puts in many hours that they do not get paid for. He also said that the staff has put in their own funds. Mr. Dellicker said that a level guideline means that they have to cut back on services. He said that they may have to cut the hours that the Center is open. He also said that some of the jobs that they do at the Center will be given back to the Selectmen because there are not enough funds to go around. He said that they will cut back on some of the programs and they will not be able to offer any new ones. Mr. Dellicker said that they would like the Town to contribute to the Meals Program. He said that the Town used to contribute many years ago. Mr. Dellicker said that because the program is growing so much. Mr. Dellicker said that the lunch meals went through Milford Hospital. They could no longer make the commitment, so they are using the Fairview at Pinecrest. Ms. Arena-DeRosa said that all programs are paid through fundraising, no funding comes through the Town. She said that they are only looking for a salary increase. Ms. Arena-DeRosa said that the staff works well past the 30 hours that they are paid for. She said that the job descriptions have changed dramatically. Ms. Arena-DeRosa said that the Outreach worker does all the scheduling of the van. And Ms. Arena-DeRosa does the entire grant writing. She said that with the grant money, they have been able to get new technology, do work around the Center, get a new freezer and a dishwasher. All things that the Town did not have to pay for. She said that she can write grants for items but not for salaries. She said that the Center needs to open until 3:00 p.m. with a staff that works full-time and they need one more person for support staff. She also said that they have been working with several Departments and if there is a crisis, they will know where to go. Ms. Arena-DeRosa said that they save the Town money because they can keep people in their homes by providing services that they need. She also said that they need a bigger parking lot with a garage. She said that they have been working with an engineer because you have to start someplace. Mr. Dellicker said that they are planning on expanding the existing garage. Mr. Porter said that they should

be in touch with Tom Smith, the Highway Superintendant, for information on the paving. Mr. Dellicker said that they have to be careful of the wetlands at the Town property line.

**BOARD BUSINESS**

**MR. MARSDEN MOVED TO APPROVE THE EXECUTIVE SESSION MEETING MINUTES FOR FEBRUARY 3, 2011, BUT NOT TO BE RELEASED. THE MOTION WAS SECONDED BY MR. PORTER. TWO IN FAVOR. MR. MCCOLL WAS ABSENT.**

**APPOINTMENT – CABLE ADVISORY COMMITTEE**

**MR. MARSDEN MOVED TO APPOINT JENNT MCGEE TO THE CABLE ADVISORY COMMITTEE. THE MOTION WAS SECONDED BY MR. PORTER. TWO IN FAVOR. MR. MCCOLL WAS ABSENT.**

**ECONOMIC DEVELOPMENT COMMITTEE**

Mary Greendale asked that the Selectmen think about forming this committee in the near future.

**HOLLISTON GARDEN CLUB**

Mr. Porter said that the Garden Club would like permission to plant two dogwood trees in front of Town Hall and four more beside the cemetery.

Mr. Le Beau will oversee this.

**AT 8:15 P.M., MR. MARSDEN MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. PORTER. TWO IN FAVOR. MR. MCCOLL WAS ABSENT.**

Respectfully submitted,

Donna A. Muzzy

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