

## HOLLISTON BOARD OF SELECTMEN

December 27, 2011 (Tuesday)  
7:30 P.M.

Town Hall  
Selectmen's Meeting Room

Present: Jay Marsden, Chairman; Jay Leary, Vice Chairman; Kevin Conley, Clerk and Andrea Minihan, Administrative Assistant. Paul Le Beau, Town Administrator was absent.

### **MR. CONLEY MOVED TO APPROVE THE FOLLOWING WARRANT:**

12-27	GENERAL WARRANT	\$442,868.48
	VOIDS:	\$ (670.32)
	STUDENT ACTIVITY ACCOUNT (8030)	\$ 11,200.40
	GIFT ACCOUNT (245)	\$ 96.44
	EXPENDABLE TRUST (722)	
	AFFORDABLE HOUSING TRUST	\$ 350.00
	PAYROLL	\$ 99,876.84
	TOTAL WARRANT	\$553,721.84

### ACCOUNTANT'S NOTE:

ACCRUED DEDUCTION LIABILITIES NOT PAID	
	\$ 9,840.04

### TREASURER'S NOTE:

WIRE TO INSURANCE TRUST	
	\$ 630.10

**THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

### **COMMENTS FROM THE BOARD**

Mr. Leary wished everyone a Happy New Year. He also said that trash pick up is on a regular cycle.

Mr. Marsden wished everyone Happy Holidays.

There were no comments from the audience.

### **COUNCIL ON AGING APPOINTMENT**

**MR. LEARY MOVED TO APPOINT LOIS HOSMER TO THE COUNCIL ON AGING. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

### **FIRE CHIEF – SEASONAL FIREFIGHTERS, GIS. & WEBSITE COMMITTEE DRAFT REPORT**

Chief Cassidy said that his first request is to change two of his seasonal firefighters to on-call firefighters. He said that they just finished the on-call firefighter program at the academy. Chief Cassidy said the class ran from July 14<sup>th</sup> until December 22<sup>nd</sup>. He said that they went every Tuesday and Thursday night and every other Saturday.

Chief Cassidy said now they will collect a stipend. Chief Cassidy said that a seasonal firefighters, they received an hourly rate.

Mr. Conley asked what a seasonal firefighter was. Chief Cassidy explained that a seasonal firefighter may not be around all the time, due to work or school, so they are called seasonal.

Mr. Conley asked how many seasonal firefighters the department has now.

Chief Cassidy said that if the two that are presented tonight are accepted as on-call he will have just one seasonal.

Chief Cassidy said that seasonal firefighters get paid by the hour and they are not eligible for insurance.

Mr. Conley asked how many on-call firefighters we have.

Chief Cassidy said 50. They receive a monthly stipend and per call retainer. They are also eligible for the insurance.

Mr. Leary asked if there was still a waiting list to be an on-call firefighter.

Chief Cassidy said that there are at least 15 to 20 waiting.

Mr. Leary asked about the training. Who pays for it?

Chief Cassidy said that each new member pays for themselves.

**MR. CONLEY MOVED TO APPROVE BEN CONNELL AND JOANNA WESTLAND FROM SEASONAL FIREFIGHTERS TO ON-CALL FIREFIGHTERS. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

Chief Cassidy also is requesting that John Brovelli be appointed as a seasonal firefighter on Engine 2.

**MR. CONLEY MOVED TO APPOINT JOHN BROVELLI AS A SEASONAL FIREFIGHTER ON ENGINE 2. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

Chief Cassidy spoke about the GIS Committee. He said that the Town has been talking about GIS for as long as he can remember. He said that they have a Committee and they have heard a presentation at the Department Head meeting in the spring. Chief Cassidy asked if this should go before Town Meeting in May or October.

He asked if this system could be used by multiple departments, whose budget will cover it? He said that the presentation that was done by a local vendor and the start up is \$20,000, and then less than \$10,000 each year for expenses.

Mr. Leary asked what is the benefit of GIS?

Chief Cassidy said that there is a lot of paperwork from each department. He said that the Fire Department has a list of all the fire hydrants in Town. If they send out a truck, they know where every hydrant is. He said that the Water Department has all the mapping done with every hydrant, but the Fire Department can't pull up on their computer and overlay to compare. He said the same for the Highway Department about culverts and retention basins. Chief Cassidy said that there are multiple layers of information that can be accessed by each department and it will consistent.

Chief Cassidy said that they can limit access or expand it, and they could block some of the information for security purposes. He said that each layer could have security clearance. Chief Cassidy said that we had some severe storms last spring and fall and the information could have been useful.

Mr. Leary asked who was going to be able to access the information?

Chief Cassidy said that it could be one of two ways. He said that the outside vendor will take all the information, and the Planning Board when they take in plans it could be added. Chief Cassidy said that there is a member of the GIS Committee who said that an intern who is studying this in school, could do the input as a project.

Mr. Marsden said that each department will have to set up a plan on who is going to use it. Chief Cassidy said that there are already existing templates and applications.

Mr. Leary asked who would maintain the data base?

Chief Cassidy said we would.

Mr. Marsden asked if we needed servers or more equipment.

Chief Cassidy said that all information would be on the company's server but we would own the information so that at some point we could take it with us if we choose not to use that company any longer.

Mr. Leary asked if this would be workable with the new "cloud Munis" program.

Chief Cassidy said that we could access this from anywhere.

Chief Cassidy said that he will bring in the company for a demo so that everyone could see how it works.

Mr. Conley asked what towns in the area have a GIS service.

Chief Cassidy said the towns of Weston and Southborough.

Mr. Conley asked if more towns were going in this direction.

Chief Cassidy said yes more and more are looking into GIS.

Mr. Conley said that this is very important for the town. He said that it would be a useful tool.

Mr. Leary asked if the \$20,000 is just the basic because the more layers you add the more it will cost.

Chief Cassidy said the \$20,000 includes \$9,000 is for set up, \$3,000 for training, \$1,000 for document manager.

Chief Cassidy said that they can put much data on the server and it will not cost any more. He said that if they were looking for an application that had not been done by anyone before then it would be an added cost.

Chief Cassidy said that the Web/site Committee has met four times and they are just about ready to issue their report. They will need to meet one more time to finalize the report.

Chief Cassidy said that at no cost, they could revamp the site by changing the look and changing the layout. He said that Chuck Corman, the Technology Director, could do that.

He also said that an intern from the High School could do it as a term project.

He said that the next tier up would be a one time fee to an outside consultant to take our existing Web/site and completely redesign it and then hand it back to us. Then we would

be responsible for updates. He said that the site would not be modern after a few years. He said that the next tier is to look for an outside consultant and work with them on style and design and the company would maintain it. Any time there are changes, the company would update it. He said that the start up cost for something like that would be large.

Mr. Conley asked if other towns using outside vendors.

Chief Cassidy said that they did a lot of surveys and not every community is our size. He said that everything needs to be compared. He did say that they found towns that will pay the one time fee and others that do it themselves.

Mr. Leary said that some of the sites are good, and could we ask whoever is doing it to work on the areas that need work.

Mr. Leary said that he has been looking at other town's Web/sites and some are great but others need lots of work.

Chief Cassidy said that Mr. Corman is very responsible and if a site needs to be updated he will do it when he gets the new information from the department.

Chief Cassidy said that there are pro's and con's on each. Chief Cassidy said that they Committee will have one more meeting to approve the draft that will be presented to the Selectmen.

**ANNUAL ALCOHOLIC BEVERAGE LICENSES AND AUTOMATIC AMUSEMENT DEVICE LICENSES.**

**MR. MARSDEN MOVED TO APPROVE THE AUTOMATIC AMUSEMENT DEVICE LICENSE FOR CASEY'S CROSSING ON RAILROAD STREET. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE THE AUTOMATIC DEVICE FOR THE VFW ON WOODLAND STREET. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE THE ALCOHOLIC BEVERAGE LICENSE FOR THE SALE OF WINE AND MALT TO BE DRUNK ON THE PREMISES TO BAZEL'S PIZZA & SUB SHOP INC., BERTUCCI'S BRICK OVEN PIZZA, CASEY'S CROSSING LIMITED, FAIRVIEW AT PINECREST AND CRAPE CABANA, D/B/A PEJAMAJO'S. THE MOTION WAS SECONDED BY MR. MARSDEN. ALL IN FAVOR.**

**MR. LEARY MOVED TO APPROVE THE RETAIL PACKAGE STORE ALL ALCOHOLIC BEVERAGE LICENSES FOR C.J. CORRADO AND SONS, D/B/A COUNTRY LIQUORS, DEPOT PACKAGE STORE INC AND SHIRI D/B/S HOLLISTON WINE AND SPIRITS. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

**MR. CONLEY MOVED TO APPROVE THE WINE AND MALT BEVERAGE LICENSES FOR NAAR INC, D/B/A ROUTE 16 CONVENIENCE AND THE WINE HOUSE INC. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

**MR. LEARY MOVED TO APPROVE THE CLUB LICENSE FOR ALL ALCOHOL SALES TO BE DRUNK ON THE PREMISES TO THE VFW. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

**MR. MARSDEN READ THE NOTICE OF THE ANNUAL TOWN MEETING MAY 7<sup>TH</sup>, 2012 AT THE HIGH SCHOOL AUDITORIUM STARTING AT 7:30 P.M. AND WILL CONTINUE DAILY UNTIL ALL TOWN BUSINESS IS FINISHED.**

**MR. MARSDEN SAID THAT THE WARRANT WILL OPEN ON TUESDAY JANUARY 3, 2012, AND WILL CLOSE ON MONDAY MARCH 12, 2012.**

**MR. MARSDEN SAID THAT TOWN ELECTION WILL BE ON MAY 22, 2012, FROM 7:00 A.M. TO 8:00 P.M. AT THE HIGH SCHOOL.**

**MR. LEARY MOVED TO APPROVE THE ANNUAL TOWN MEETING STARTING ON MAY 7, 2012. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

**APPOINTMENT – HISTORICAL COMMISSION**

**MR. LEARY MOVED TO APPOINT CAROL KOSICKI TO THE HISTORICAL COMMISSION. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

**CSX – CHAIRMAN TO SIGN**

**MR. LEARY MOVED TO AUTHORIZE THE CHAIRMAN TO SIGN THE CSX PAPERWORK FOR PART OF THE TRANSFER OF PROPERTY. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.**

Mr. Leary said that they are looking into some changes in the employee health insurance program. Mr. Leary asked Mr. Conley if he could meet on January 4, 2012, to discuss some of the changes.

Mr. Conley said that they could meet at 8:30 p.m.

Mr. Leary said that they have received some recommendations on the Lieutenant search. Mr. Marsden said that they have to schedule interviews of the four candidates.

Mr. Marsden said that they will be having a Casino meeting on January 26<sup>th</sup>, at the Middle School at 7:30 p.m.

Mr. Marsden said that he met with some of the neighbors on the Andrews School. Mr. Marsden said that the reason that this has been taking so long is because they have been trying to clear the title of the property. Mr. Marsden said that there are no relatives left from the original owner who donated the property to the Town.

Fred Carnes asked if the Town was going to take that property back or will it go before Town Meeting again.

Mr. Marsden said that they would go back to the Town Meeting and work from that vote. He said that if a developer were to come in with a proposal, they would look at it as well. Susan Woodrow said that the abutters formed a committee and they made suggestions to the town.

Mr. Marsden said that they are not going to take anything off the table. They will look into everything when they have the clear title in hand.

**AT 8:32 P.M., MR. CONLEY MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

Respectfully submitted,

Donna A. Muzzy

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