

HOLLISTON BOARD OF SELECTMEN

August 29, 2012
7:00 a.m.

Selectmen's Meeting Room
Town Hall

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

MR. CONLEY MOVED TO APPROVE THE FOLLOWING WARRANT

13-10 GENERAL WARRANT	\$669,657.01
STUDENT ACTIVITY (8030) PLACENTINO	\$ 1,950.00
HEALTH INSURANCE TRUST (701)	\$ 85.76
PERFORMANCE DEPOSITS (801)	\$ 1,260.00
AGENCY (890) VETERANS DISTRICT PAYROLL	\$ 1,021.08
COMMUNITY PRESERVATION (265)	\$ 648.00
TOWN PAYROLL	\$ 100,039.51
TOTAL WARRANT	\$772,992.28

ACCOUNTANT'S NOTE:

ACCRUED DEDUCTION LIABILITIES NOT PAID

\$ 10,341.40

TREASURER'S NOTE:

WIRE TO HEALTH INSURANCE TRUST

\$ 806.92

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

BANNER REQUEST SECOND LOCATION – CUB SCOUTS

MR. LEARY MOVED TO APPROVE A REQUEST FROM THE CUB SCOUTS FOR A BANNER AT THE SECOND LOCATION, FOR SEPTEMBER 2ND THROUGH SEPTEMBER 8TH AND NOVEMBER 3RD THROUGH NOVEMBER 10TH. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

GOALS AND OBJECTIVES

Mr. Marsden said the reason for this meeting is to dedicate time just for goals and objectives.

Mr. Leary said that at the last meeting, the Board said that they were going to look at all the goals that were put together. Mr. Leary said that he would like to put the goals in order for Town Meeting. He read off a few, not necessarily in this order. OPEB funding he said that we have to do before Town Meeting in October. Mr. Marsden said that they have to do the funding part then the trust part, at least in a draft form to present to Town Meeting. Andrews School he said would not happen at this time. Town Web/site he said that could be six months out. Mr. Marsden asked for a list of three month goals.

Mr. Conley said for the Town Website upgrade, they need to put an article in the Warrant for the funding. Mr. Leary said that they should ask for up to \$15,000. Mr. Conley said that it should be less, but it is better to have a fixed amount. Mr. Conley said that the Web Site Committee will have to reconvene. Mr. Marsden said that we should wait until Town Meeting has approved the funding for this before we get in touch with the Web Site Committee members. Mr. Marsden said that some members may not want to continue. Mr. Marsden asked about OPEB funding and trust directing? Mr. Marsden asked Mr. Le Beau if we had a funding draft or template of trusts from other companies. Mr. Le Beau said that Mary Bousquet, Treasurer/Collector, has done work on trust documents. Mr. Le Beau said that Ms. Bousquet attended a Treasurer/Collector seminar on OPEB funding and while there she found a consultant. The consultant said that they would be happy to come and talk to us. Mr. Le Beau said that they may get together the second week of September. Mr. Le Beau was going to ask the Chair and Ken Szajda, Finance Committee Chairman, if they wanted to attend the meeting. Mr. Le Beau said that decision to form a trust will have to go to Town Meeting. Mr. Marsden asked who is going to manage the Trust? Is it a Town Meeting decision? Mr. Le Beau said that it is his understanding that at Town Meeting, we can exercise the option to invest with the state. Mr. Marsden asked what happens if Town Meeting decides not to invest with the State? Mr. Le Beau said that if we have the option in our hands then we can do it or not. Mr. Marsden said that we will need approval to invest and then we can get our options in order. Mr. Marsden said that the cash flow of a company, or the Town in this case, will put them in a pool with others in the same shape.

Mr. Leary said that we need to accept 32B. To develop the trust. Mr. Leary said that this raised some concerns at last Town Meeting.

Mr. Le Beau said that he ran some numbers yesterday, and if we invest one million five hundred thousand at three percent annual rate of return for thirty years, it becomes three million six hundred thousand dollars. He said that is a reasonable rate of return. Mr. Leary said that we have five hundred thousand. Mr. Le Beau said that he would like to increase it to one million five hundred thousand at the October Town Meeting.

Mr. Le Beau said that they have four hundred eighty six thousand set aside in stabilization for OPEB. Our reserves now are almost seven percent of the operating budget. He said that if you take another four hundred and fifty thousand out of the reserve and leave reserves at six percent that will get us to around nine hundred and fifty thousand. Then we have the favorability of State aid. The additional savings would be from health insurance. Mr. Le Beau said that it may be more than that. Mr. Le Beau said that we are going to invest it in our future. Mr. Marsden said that we have to be part of the 32B for the trust. Mr. Le Beau said that 32B is authorized by state law. Mr. Marsden asked why are they connected? Mr. Le Beau said that the state only recognizes this under 32B. He said that it has to be done within the framework of what is allowed by state law. Mr. Leary said that Segal will be looking into OPEB for the

Town. Mr. Leary said that he would prefer if we were not locked into a 32B. Mr. Marsden said that we should set up a Trust and call it Holliston's OPEB. Mr. Marsden said that there is no tax benefit to the Town. Mr. Le Beau said that we may be able to have a Special Act for the Trust. Mr. Marsden asked when Segal would be starting. Mr. Le Beau said that they have already started. Ms. Bousquet would be the Trustee of the Trust because she is the Treasurer/Collector. Mr. Marsden said that they could set up a Trust Committee. He said that it could be a five member Board. They would follow under the direction of the Selectmen. Mr. Leary said that he thinks that the Finance Committee is in support. Mr. Le Beau said it is not official yet. Mr. Le Beau said as long as the minutes taken and transcribed show that they are all on board, that would be helpful for people.

Mr. Leary also spoke about the firefighter stipend. He said that they want to get that ready for Town Meeting. Mr. Leary asked about the Compensation Study. Mr. Le Beau said that the Finance Committee has agreed to have the Consultant give a presentation at the September 18th Finance Committee Meeting. Mr. Le Beau said that at that time, we will have the information on the Department Heads, and the comparison with other Towns.

Mr. Marsden asked if there was going to be a presentation at Town Meeting. Mr. Leary said that he would like to see the results first.

Mr. Leary asked if the Consultant is going to do a study on the firefighters. Mr. Le Beau said that there are not a lot of on-call firefighter departments.

Mr. Leary said that he would be in touch with Chief Cassidy.

Mr. Leary said that he would like to present a By-law amendment. Mr. Le Beau said that our By-laws discourage changes in the fall but the Selectmen can make the change if necessary. Mr. Leary said that he is concerned about residents pumping water out into the road and causing a hazard. Mr. Leary said that he really does not want to wait a year to change it.

Mr. Marsden said that the Police Chief has something in place, but it had not been approved yet. Mr. Le Beau said the proposal was to cover snow and water. He said that they should just make the change for pumping water in a roadway and deal with snow at a later time.

Mr. Le Beau said that we have been reviewing the By-laws and we have developed a draft with proposed corrections and deletions. Mr. Le Beau said that Town Clerk, Elizabeth Greendale is looking over the By-laws. Mr. Le Beau said that when we bring the By-law changes to Town Meeting, it could take an entire night.

Mr. Leary spoke about the financial benefits for employees having a page with all the information listed.

Mr. Marsden spoke about GIS. Mr. Le Beau said that there has been some conversation about the Assessors' maps and there could be a problem with them. He said that on a deed that was presented to the Assessors, the deed said that the property had twenty-two thousand square feet but the map says eighteen thousand square feet. He said that if the Assessors' maps are going to be the foundation of GIS, they have to be accurate.

Mr. Leary said that the Town does not have a working GIS program now. Mr. Leary asked if there was a GIS Committee in place. Mr. Le Beau said yes there is.

The Board discussed office time with the Selectmen. They can meet once a month to discuss anything that the residents want to talk about. This meeting can be on a Saturday morning. Mr. Leary said that he will take September 8th from 8:00 a.m. to 9:00 a.m. at Coffee Haven. Mr. Marsden suggested that the office hours be on the first Saturday of the month.

Mr. Marsden said that he would meet with all Chairmen of Boards and Committees once a month. Mr. Le Beau said that this will not interfere with Department Head Meetings. Mr. Leary asked if this meeting was going to be just the Committee Chairs. Mr. Marsden said yes just the Committee Chairs.

Mr. Leary asked about a stipend amendment. Mr. Conley said that Mr. Barbieri would bring this up-to-date by next week.

The Selectmen plan of Goals for the next 3 months.

OPEB Funding, Trust Drafted, Capital request for the Web Site, Fire fighter stipends, Compensation and Benefits Study, By-law for water in roadways, GIS, Selectmen Office Hours and monthly all Chairmen's meeting.

Mr. Le Beau said that at the school tour with Brad Jackson, it was mentioned that we should be thinking of what to do with the Flagg Building. Mr. Conley asked if the School Committee wanted to take down the Flagg building? Mr. Le Beau said that Mr. Jackson said maybe a Community Center that may include a day-care center for Town employees. Mr. Le Beau said that the building is still owned by the schools.

Mr. Conley asked about the Flagg building? He said that he would like to walk through it. Mr. Leary said that it needs a ton of work.

Mr. Conley said that the Senior Center could be used as a Community Center.

Mr. Leary said that there is a parking issue and that the Director of the Senior Center does not want to share the building.

AT 7:55 A.M., MR. CONLEY MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

Respectfully submitted,

Donna A. Muzzy

approved_____