

HOLLISTON BOARD OF SELECTMEN

January 30, 2012
8:00 P.M.

Selectmen's Meeting Room
Town Hall

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

MR. CONLEY MOVED TO APPROVE THE FOLLOWING WARRANTS:

12-32	GENERAL WARRANT	\$ 55,638.88
	VOIDS	\$ (86.28)
	CAPITAL PROJECTS FIRE TRUCK (3900)	\$ 1,165.43
	PERFORMANCE DEPOSITS (801)	\$ 3,994.50
	TOWN PAYROLL	\$1,034,332.56
	TOTAL WARRANT	\$1,095,045.09

ACCOUNTANT'S NOTE:

ACCRUED DEDUCTIONS LIABILITIES NOT PAID
\$ 199,690.30

TREASURER'S NOTE:

WIRE TO HEALTH INSURANCE TRUST
\$ 162,678.06

THE MOTION WAS SECONDED BY MR. MARSDEN. TWO IN FAVOR. MR. LEARY WAS ABSENT.

COMMENTS FROM THE BOARD

Mr. Marsden thanked Mr. Le Beau and Ms. Dykema who attended the casino meeting. He said that it was an informative meeting and was well attended. Mr. Marsden said that this was the first of many meetings to come.

There were no comments from the audience

BOARD BUSINESS – MINUTES

MR. CONLEY MOVED TO APPROVE THE MINUTES OF NOVEMBER 1, 2011, AS WRITTEN. THE MOTION WAS SECONDED BY MR. MARSDEN. TWO IN FAVOR. MR. LEARY WAS ABSENT.

ONE DAY ALCOHOLIC BEVERAGE PERMIT – RIVARD / BELLIVEAU WEDDING

MR. CONLEY MOVED TO APPROVE A ONE DAY ALL ALCOHOLIC BEVERAGE PERMIT ON MARCH 3, 2012, IN THE UPPER TOWN HALL FROM 4:00 P.M. TO 11:00 P.M. FOR THE RIVARD / BELLIVEAU WEDDING. THE MOTION WAS SECONDED BY MR. MARSDEN. TWO IN FAVOR. MR. LEARY WAS ABSENT.

EVENT PERMITS – WINTER WALK, REACH THE BEACH, NEWCOMERS ROAD RACE AND NEWCOMERS TOUCH-A-TRUCK

Mr. Marsden said that the Winter Walk would like to put signs on the telephone poles advertising this walk. He does not agree with it.

Mr. Conley said that to put signs on the telephone poles is out of the question, however both do support the Winter Walk.

MR. CONLEY MOVED TO APPROVE THE EVENT PERMIT FOR WINTER WALK ON MARCH 4TH, 2012 FROM NOON TO 4:00 P.M. THE MOTION WAS SECONDED BY MR. MARSDEN. TWO IN FAVOR. MR. LEARY WAS ABSENT.

MR. CONLEY MOVED TO APPROVE THE EVENT PERMIT FOR REACH THE BEACH ON MAY 18TH, 2012, FROM 6:30 P.M. TO 1:00 A.M. ON MAY 19, 2012. THE MOTION WAS SECONDED BY MR. MARSDEN. TWO IN FAVOR. MR. LEARY WAS ABSENT.

MR. CONLEY MOVED TO APPROVE THE EVENT PERMIT FOR THE NEWCOMERS 10K ROAD RACE ON MAY 20TH, 2012. THE MOTION WAS SECONDED BY MR. MARSDEN. TWO IN FAVOR. MR. LEARY WAS ABSENT.

MR. CONLEY MOVED TO APPROVE THE NEWCOMERS TOUCH-A-TRUCK ON JUNE 2, 2012, FROM 10:00 A.M. TO 1:00 P.M. AT THE PLACENTINO SCHOOL. THE MOTION WAS SECONDED BY MR. MARSDEN. TWO IN FAVOR. MR. LEARY WAS ABSENT.

MR. CONLEY MOVED TO APPROVE THE 5K ROAD RACE TO BENEFIT CHILDREN'S HOSPITAL ON MAY 27, 2012, STARTING AT 8:00 A.M. THE MOTION WAS SECONDED BY MR. MARSDEN. TWO IN FAVOR. MR. LEARY WAS ABSENT.

TOWN ACCOUNTANT BUDGET

David Nalchajian was present. Mr. Nalchajian said that he would like to come in under budget, but he is looking for additional clerical help. He said that his office has so much clerical work, that it would be a benefit to have help during the busy times of the year. Mr. Nalchajian said that the schools are able to purchase software programs at a very reasonable price so he does have some funds in professional services to put towards extra staff. Mr. Conley asked Mr. Nalchajian if he was looking just for seasonal help. Mr. Nalchajian said from September to December. He said that there would be additional work from the DOR along with his other responsibilities in the Department during that time. Mr. Marsden asked Mr. Nalchajian if he was happy with the new version of Munis. Mr. Nalchajian said it is working well. Mr. Marsden said that Mr. Nalchajian was looking to move back into his old office. It was water damage but is now ready for him to move back into.

SEALER OF WEIGHTS AND MEASURES BUDGET

Mr. Le Beau said that this is a small budget just \$1,000. Mr. Le Beau said that the Sealers stipend comes from the scales that he seals. Mr. Le Beau said that Mr. Walsh is the Sealer in Ashland and he just recently retired from his fulltime Sealer position in Framingham.

ANIMAL CONTROL BUDGET

Mr. Marsden said that we share the service with Ashland. Mr. Le Beau said that the service has been wonderful. Mr. Le Beau said that we pay a fee and Ashland takes care of everything. (The vehicle and the maintenance.) Mr. Le Beau said that the year service is \$38,000.

PUBLIC BUILDINGS BUDGET

Mr. Marsden said that there is a big jump in Munis because we using a new application called the Cloud. It cost more to start but in the long run it will save us money. Mr. Le Beau said that this is a savings because we do not have to replace servers or up grade. Mr. Le Beau said that the budget that they are proposing for Public Buildings is just below the guideline. He said that there is an additional cost of \$15,000 for the utilities for the golf course.

Mr. Le Beau said that the golf course club house is now twelve years old and we have seen considerable expense to fix appliances in the kitchen, and there needs to be attention to the exterior of the building. Mr. Le Beau said that a lot of the exterior work can be done by the Highway Department and we are just paying for the supplies. He said that the inside needs work as well. Mr. Le Beau said that the custom built doors that go from the dinning room to the deck and patio are starting to come apart.

Mr. Marsden asked what year of the five year lease are we on?

Mr. Le Beau said that we just finished the third year.

At 8:20 P.M. Mr. Leary joined the meeting.

Mr. Leary asked about the utilities and he suggested that they have an energy audit on the club house.

Mr. Le Beau said that we pay \$15,000 towards utilities, anything over that the Rossi's have to cover. Mr. Le Beau said that the utilities in the pro-shop are covered by the vender.

ELM STREET PARKING

Mr. Marsden said that Chief Moore was going to speak with the staff at the nursing home and ask them to park in the lot. He also was going to tell them that they will be putting up no parking signs.

Chief Moore said that the staff at the Timothy Daniels was very helpful.

NEW POLICE LIEUTENANT SWEARING IN

Officer Shawn Moore was present to be sworn in by Town Clerk, Elizabeth Greendale, as the new Lieutenant.

Ms. Greendale sworn in Lieutenant Moore and he was pined by his wife Denise Moore. Lieutenant Moore thanked the Board of Selectmen and his family.

CHANGE OF LOCATION HEARING – THE WINE HOUSE

At 8:30 P.M., Mr. Conley read the notice

Rochelle Wagner owner of the Wine House, would like to change locations. She would like to move from 76 Central Street to 92-94 Central Street.

MR. CONLEY MOVED TO APPROVE THE CHANGE OF LOCATION FOR THE WINE HOUSE FROM 76 CENTRAL STREET TO 92-94 CENTRAL STREET. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

TREASURER/COLLECTOR, DEBT AND EMPLOYEE BENEFITS BUDGET

Mary Bousquet said that the Assistant Treasurer has been with the Town for 2 months and is doing very well and is picking up things fast.

Ms. Bousquet said that there has been an increase in debt because of the ladder truck.

Mr. Le Beau said that they have talked about two potential options for the ladder truck borrowing. Either a five year term or a ten year term. He said that we have already short term borrowed for a one year. He said that if we pay it down in four years, the principal amount would be higher but the long term interest cost is about \$100,000 less then if we pay it down over the ten years. Mr. Le Beau said that he believes the five year plan is the one to work with because of the savings in interest.

Mr. Le Beau said that the figures that they are working with tonight, do not reflect any funds from the Water Department. It will reflect in their own budget.

Mr. Le Beau said that the estimate for Unemployment is \$150,000 and is down from this past year. He said that in FY 10 there was a spike when there were several layoffs. He said that going forward, he does not anticipate a large amount of layoffs. He said that they are being conservative in the budget amount of \$150,000.

HEALTH INSURANCE PROPOSAL

Mr. Marsden recused himself for this part of the meeting.

Mr. Le Beau said that they have a package of information to pass out. Mr. Le Beau said that the update is we were finally able to get a price from West Suburban Health Group for Blue Cross Blue Shield. He said that information was not available at the last meeting. He said that West Suburban Health Group released rates for July 1, 2012, for Fiscal Year 2013. Mr. Le Beau said that part of the information that they would have to give to the Insurance Advisory Committee would be a projected savings starting the first year of implementation. Mr. Le Beau said that the GIC has not made any official determination of rates for Fiscal Year 2013. He said that he is assuming that the GIC rate will not change. Mr. Le Beau said that the plans offered through the West Suburban Health Group would be going up about 8 to 8.5% He said that the Harvard Pilgrim plan is the most popular plan for Town employees, and that is increasing by 9%.

He said that Legislation and the regulations require that a plan proposal must not be any more than the most heavily subscribed GIC plan. He said Ms. Bousquet has put together a revised mitigation proposal which is the other element of any proposal that we make to

the employees through Insurance Advisory Counsel. He said that the numbers are based a 25% of the combined total savings from the first year. He said that the mitigation plan can't exceed 25% of the first year savings if the process goes to a review panel.

Mr. Le Beau said that if the Selectmen approve the proposal they could then forward it to the Insurance Advisory Counsel.

Mr. Dowd asked if the numbers that the Town has put together would not permit us to move to GIC, because the savings does not meet the requirement. Mr. Dowd said then that the GIC is not available to us.

Mr. Le Beau said that we do not meet the requirements for the GIC.

MR. CONLEY MOVED TO SUBMIT ALL THE INFORMATION AND THE PROPOSALS TO THE INSURANCE ADVISORY COUNSEL. THE MOTION WAS SECONDED BY MR. LEARY. TWO IN FAVOR. MR. MARSDEN WAS ABSENT.

Mr. Marsden rejoined the meeting

APPOINTMENT

MR. CONLEY MOVED TO APPOINT KAY BAXTER TO THE HOUSING TRUST COMMITTEE. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

SECOND BANNER REQUEST LOCATION

MR. CONLEY MOVED TO APPROVE THE REQUEST FOR ST. MICHAEL'S CHURCH FOR THE BANNER AT THE SECOND LOCATION. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.

WEB SITE COMMITTEE CHIEF CASSIDY, CHAIRMAN OF THE WEB-SITE COMMITTEE

Option A. Chief Cassidy said that on one of the proposals they would make an upgrade every four years that would be part of the annual maintenance contract.

Option B. He said that if we pay some one to come in and re-develop the Town web-site, we would be stuck with the same look and feel until we paid to have it done again.

Mr. Marsden asked how long has the web-site been up.

Mr. Le Beau said that it was done in-house from the beginning.

Chief Cassidy said that it would cost about \$7,000 for the site re-do and then \$3,000, for maintenance per year. He said that would be for option A.

Mr. Conley said option B, we would still host the site.

Mr. Conley said that option A would be handled outside, but we would handle context.

Chief Cassidy said that he has a list of venders that he can share with the Board.

Mr. Leary said that he has been looking at other Town web pages and a lot are professionally done, or they are done by someone in-house that has the knowledge.

Mr. Leary said that look is so important. Mr. Leary said that our web-page now is all over the place. Chief Cassidy said that the Board would have to decide who would be responsible for the design. He said that only a limited people should be involved.

Mr. Conley asked if the Website Committee should be disbanded?

Mr. Leary said no to keep it going.

Mr. Le Beau asked if there would be any privacy issues if we went to a third party vendor. Chief Cassidy said no issues.

GIS

Chief Cassidy said that this is the third GIS Committee that he has worked on and this is the closest they have come to getting a GIS program. He said that he can have a vendor come in and do a presentation. Mr. Marsden said that GIS has many layers. Chief Cassidy said that we use outside vendors collect and up-date and in some cases house data for us. He said that the data is not being shared from department to department.

Mr. Leary asked if they take the existing data, can it be multi layered so it is usable for each department. Chief Cassidy said yes. Chief Cassidy said that when they put this together it will be pricy up front. Mr. Leary said that he will be in touch with Ron Sharpin, Water Superintendent, to see how much they have paid over the past five years on GIS.

Mr. Le Beau said that once the GIS program is available every department will have to be trained.

Keith Edison

Mr. Marsden said that they clarified that he would be retiring from Holliston on February 24th and he would be sworn in as the new Police Chief of Millis on February 6th and his contract with Millis would start on March 1st.

Mr. Leary asked if Lieutenant Edison has been showing up to work? Mr. Le Beau said yes and he does have a ten day vacation coming up in the middle of February.

Mr. Le Beau said that they have contacted Town Counsel and there is no case law on this.

Mr. Marsden said that their option would be continue with some type of offer and say that this is the best we can do.

Mr. Conley said that once he takes the Oath of Office for Millis, than it is a done deal.

AT 9:55 P.M., MR. LEARY MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS LITIGATION STRATEGY. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR. A ROLL CALL VOTE WAS TAKEN.

	AYE	NAY
MR. MARSDEN	X	
MR. LEARY	X	
MR. CONLEY	X	

MR. MARSDEN SAID THAT A PUBLIC DISCUSSION MIGHT HAVE A DETRIMENTAL AFFECT ON THE TOWN'S LITIGATING POSITION. HE SAID THE EXECUTIVE SESSION WOULD LAST APPROXIMATELY 30 MINUTES AND THERE WOULD BE NO FURTHER PUBLIC BUSINESS

AT 10:30 P.M., THE BOARD EMERGED FROM EXECUTIVE SESSION AND VOTED TO ADJOURN.

Respectfully submitted,

Donna A. Muzzy

approved _____