

HOLLISTON BOARD OF SELECTMEN

March 20, 2013
7:30 P.M.

Room 014
Town Hall

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

MR. CONLEY MOVED TO APPROVE THE FOLLOWING WARRANT

| | | |
|-------|--|--------------|
| 13-39 | GENERAL WARRANT | \$145,603.26 |
| | MEALS TAX (001) | \$ 41.19 |
| | GOLF (PINECREST) LOCAL RECEIPTS-DEBT | \$115,000.00 |
| | STUDENT ACTIVITY (8030) HIGH SCHOOL | \$ 6,643.21 |
| | COMMUNITY PRESERVATION (265) | \$ 34.92 |
| | PERFORMANCE DEPOSITS (801) | \$ 7,262.71 |
| | AGENCY (890) VETERANS DISTRICT | \$ 173.86 |
| | AGENCY (890) VETERANS DISTRICT PAYROLL | \$ 1,021.08 |
| | GENERAL PAYROLL WARRANT | \$ 99,956.20 |
| | TOWN PAYROLL | \$100,977.28 |
| | TOTAL PAID WARRANT | \$375,736.43 |

ACCOUNTANT'S NOTE:

ACCRUED DEDUCTION LIABILITIES NOT PAID

\$ 26,850.91

TREASURER'S NOTE:

WIRE TO HEALTH INSURANCE TRUST

\$ 15,805.23

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

COMMENTS FROM THE BOARD

Mr. Leary thanked the Highway Department who did a great job in the last snow storm. Mr. Le Beau said that all departments are back in their offices after the flood. He said that the meeting room will be done next week. He also said that the oldest Veteran in Town plaque and sword are in the Town Hall. He said that it is located beside the Town Clerk's Office.

There were no comments from the audience.

TREASURER/COLLECTOR – BOND REFINANCING

Mr. Bousquet said that in 2003 we borrowed 9.9 million dollars for the Town Hall, schools, golf course and the Fairbanks property. She said that she was able to re-finance the loan balance of 4.5 million dollars.

Mr. Conley read the following motion.

VOTE OF THE BOARD OF SELECTMEN

I, the Clerk of the Board of Selectmen of the Town of Holliston, Massachusetts (the "Town"), certify that at a meeting of the board held March 20, 2013, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: That in order to reduce interest costs, the Treasurer is authorized to issue refunding bonds, at one time or from time to time, pursuant to Chapter 44, Section 21A of the General Laws, or pursuant to any other enabling authority, to refund a portion of the Town's \$9,900,000 General Obligation Municipal Purpose Loan of 2003 Bonds dated May 1, 2003 maturing May 1, 2014 through 2023 (inclusive) (the "Refunded Bonds") and that the proceeds of any refunding bonds issued pursuant to this vote shall be used to pay the principal and interest on the Refunded Bonds and costs of issuance of the refunding bonds.

Further Voted: that the sale of the \$4,580,000 General Obligation Refunding Bonds (Subject to Federal and Massachusetts Income Taxation) of the Town dated March 27, 2013 (the "Bonds"), to Robert W. Baird & Co., Inc. at the price of \$4,606,296.77 is hereby approved and confirmed. The Bonds shall be payable on May 1 of the years and in the principal amounts and bear interest at the respective rates, as follows:

| Year | Amount | Interest Rate | Year | Amount | Interest Rate |
|------|-----------|---------------|------|-----------|---------------|
| 2014 | \$550,000 | 1.00% | 2019 | \$500,000 | 2.00% |
| 2015 | 550,000 | 1.00 | 2020 | 490,000 | 2.00 |
| 2016 | 530,000 | 1.00 | 2021 | 470,000 | 2.150 |
| 2017 | 515,000 | 2.00 | 2022 | 235,000 | 2.45 |
| 2018 | 510,000 | 2.00 | 2023 | 230,000 | 2.60 |

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated March 7, 2013, and a final Official Statement dated March 13, 2013 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.


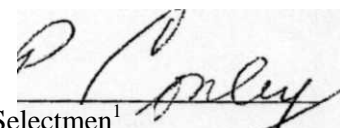
Further Voted: to authorize the execution and delivery of a Refunding Escrow Agreement to be dated March 27, 2013, between the Town and U.S. Bank National Association, as Refunding Escrow Agent.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds as for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the Treasurer to establish post issuance federal tax compliance procedures in such form as the Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.


CWlfof the Board/of Selectmen¹ 

Dated: March 20, 2013

AM 18811353.1

MR. CONLEY MOVED TO APPROVE THE BOND REFINANCING. THE MOTION WAS SECONDED MR. LEARY. ALL IN FAVOR.

BOARD BUSINESS

**EVENT PERMIT-ANNUAL YOUTH BASEBALL AND SOFTBALL PARADE
MR. CONLEY MOVED TO APPROVE THE EVENT PERMIT FOR THE ANNUAL BASEBALL AND SOFTBALL PARADE ON MAY 5, 2013, STARTING AT 12:30 P.M., AT THE PLACENTINO SCHOOL AND ENDING AT DAMIGELLA FIELD. THE MOTION WAS SECONDED BY MR. LEARY. ALL IN FAVOR.**

MEMORIAL DAY PARADE

MR. LEARY MOVED TO APPROVE THE LICENSE FOR THE MEMORIAL DAY CELEBRATION ON MONDAY, MAY 27, 2013. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

APPOINTMENT OF FIRE DISPATCHER

Mr. Marsden said that this is someone who worked as a dispatcher in the past for Holliston. Mr. Leary asked if this gentleman was still working in Boston. Chief Cassidy said that he still works in Boston as a dispatcher and will work part time as needed.

MR. LEARY MOVED TO APPOINT BARRY STAFFORD AS A FIRE DISPATCHER. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

TREE WARDEN

Mark Ahronian was present to talk about some of the trees in Town that are older and are in need of care. Mr. Ahronian said that for the past few years, they have been taking down the dangerous trees and we have less power outages. He said that they have a long term goal to replace some of the trees. He said that on Church and Grove Streets, they have taken down 5 or 6 trees and the same at Goodwill Park. He said that trees are very important. Mr. Ahronian was looking for funds to take care of some of the aging trees. He said that he has funds in the up-branch budget, but was looking to keep some of the trees. He said that we could be saving money by caring for them.

Mr. Leary asked if he was asking for funds in addition to the up-branch account or was he looking to take funds for that account for the care of the trees. Mr. Ahronian said that after a storm, he was called to Norfolk Street for a tree that had a big split in it. They were able to take care of it. Mr. Ahronian said that the Highway Department has a tree man and he does a wonderful job. Mr. Marsden said that there is just about \$13,000 in the tree up-branch account and it could be used to keep the trees in shape. He said that we may need to add a line just for the care of the trees. Mr. Leary suggested that we do it through Town Meeting.

Michael Nagle, 141 Washington Street, said that there is a tree at the corner of Washington Street and Old Locust Street that is huge and has many leaders. He said that the power lines are going through it. He has called the power company to cut it down but they will not do it. He said that he can't get anyone to take it down. Mr. Ahronian said that he will get in contact with NStar about this tree.

BOARD OF WATER COMMISSIONERS

Jared Adams, Jeff Weise, Dennis Ferreira, Michael Nagle and Ron Sharpin were present. Mr. Nagle said that he is on the search committee looking to replace Mr. Sharpin and he said that they have a job description for the position. He said that when he was on the Board of Water Commissioners they had a team come in to do an analysis of the department. They reviewed all the operators and all the jobs that needed to be done. He said that they put together a management report. Mr. Nagle said that from the report, all

the positions still have not been filled. He said that was independent of a DPW Chief. Mr. Nagle said that there have been many boards that have looked at merging the Water and Highway Departments. Mr. Nagle said that in a Water Superintendent, they really do not know what they are looking for. Mr. Nagle said that with the breakdown of the Committee to look into forming a DPW, the structure is different. He said that in place of the Water Superintendent and Operations Manager there is now the head of Water Divisions and a DPW Director. He asked what are the responsibilities of the head of the Water Division? Is it the same as the Operations Manager? Does it include extra things? Does it have more pay or more responsibility? What kind of responsibilities does a DPW Director have? Mr. Nagle said that these kinds of things need to be worked out and it has not. He did say that there is a lot of paperwork but it does not get into the nuts and bolts. He said that you can look at other Towns, but they have different structures. Mr. Marsden asked if the idea of putting a plan in front of Town Meeting to go in the direction of a DPW or stay with what we have now. He said that was question 1. And then based on that answer, are you willing to holdup on hiring someone to replace Mr. Sharpin. Mr. Marsden said that if you did bring in someone to replace Mr. Sharpin, they would not know our structure. Mr. Nagel said that they have a well defined position for the Water Superintendent. He said that they can post the job description and interview based on their criteria. Mr. Nagel said that does not exist for this position or the intermediate position. He said he does not know what the head of Water Divisions means. He asked does it mean Operation Manager plus some responsibility? He said that the positions are not worked out. Mr. Nagel said that Mr. Sharpin is going to be leaving and the Water Department needs someone in charge. Mr. Nagel said that until they get their act together and come up with a real defined structure and job description for each of the positions, we can't discuss and review it. Then he said that it was hypothetical. Mr. Leary said that we have to get behind the concept that people can agree on. Mr. Leary said that if you do all that we have studied this before and the issue was around saving money. Mr. Leary said that Mr. Conley was on both DPW Study Committees and the idea was to focus and see if we were going to save any money. Mr. Nagel said then it was a feasibility study. Mr. Leary said that now the opportunity has come to us with the retirement of Mr. Sharpin. Would this be an opportunity to look at this again and see if we want to move forward? Mr. Nagel said that in order to hire someone, you need to know what the position would be. Mr. Marsden said that when we talked about this weeks ago, his understanding was that we were going to work collectively on putting a plan together to present to the Town at Town Meeting. He said that at the end of the meeting, he got the sense that was fine but in the interim if the Water Department finds someone that they want, all bets were off and they were going to hire that person into the Superintendent position. Mr. Marsden said that left him with the sense that it was not a conversation. Mr. Marsden said that he thinks that the Water Commissioners are going to do what ever they want and not work together with the Selectmen to present a DPW at Town Meeting?

Someone asked when Mr. Sharpin was going to retire. This same person said that if we go to Town Meeting in May and it is approved by the voters and Mr. Sharpin is not retired would we have to go back to Town Meeting. Mr. Leary said that the Park and

Recreation Department is not going to be involved with a DPW as it is restructured. Mr. Conley said that if we do decide to go with a DPW the Park and Recreation Department will be covered partially. Mr. Nagel said that there may have to be certain legislation because you would be taking away an elected position and making the position a joint position, Highway and Water. Mr. Marsden asked if the Board of Water Commissioners would be on board with forming a DPW or are they going to say no.

Someone from the audience asked if the elected positions would be gone if a DPW was formed. Mr. Marsden said yes the elected positions would be gone. The resident said that he would not vote for a merger to have a DPW.

Mr. Adams said that he has tried to get two other members of the Selection Committee in to meet with the Selectmen and it has not been able to happen. Mr. Adams asked what are you looking for the framework so the Selection Committee can line up interviews.

Mr. Nagel asked if there was a person that can fill the role may be able to migrate to a DPW if they knew what that was. Mr. Nagel said that it would take a year or two. Mr. Leary asked if the Water Department had in-house candidates to fill that void. Mr.

Ferreira said that if a DPW Director is going to have knowledge of water facilities and DEP requirements and regulations, then you could hire another operator and the Operations Manager can take an interim role and deal with that across the board.

Mr. Nagel said that all these things will be discussed over time. Mr. Nagel said that all employees would have to have certain licenses and knowledge of water regulations. Mr. Marsden said that he agrees with all that, but we are back to the same question would the Water Commissioners be willing to work with the Board of Selectmen to put together a plan to move in the direction of a DPW. Mr. Marsden said at the last meeting they started off with yes that sounded ok, but by the end of the meeting it was that the Water Commissioners were going to go in their own direction. Mr. Ferreira said that no-one wants change unless they know what the structure is. He said that the Water Department would have to be re-structured to a DPW. He said that they would still have a water role but it would fall under a DPW. He also said that if you go to a DPW, you should have an enterprise fund. Mr. Marsden said that is fine. Mr. Nagel said that these are some of the unanswered questions.

Mr. Adams said that he has a perfect person for the position and then if you tell him up-front that the Town is forming a DPW, this person should be aware of that and whether or not he wants to come into that situation. Mr. Leary said that is why we have been discussing this so that you can tell the candidates that this may happen. Mr. Nagel said that the Water Commissioners have to hire someone and this process of forming a DPW could take up to two years. He said that in the mean time, they have to hire someone.

Mr. Nagel said that he and Mr. Ferreira do not have a say in what the Water Department does, they are not Commissioners any more. He said that it is up to Mr. Adams, Mr. Weise and Mr. Antonolli. Mr. Leary said that he does not think that the Water Department needs to hire anyone. You could have an interim take over until the DPW had been formed. Mr. Nagel said that there can't be a lack of focus in this department. There needs to be more focus. Mr. Nagel said that there is 103 miles of piping and a new well on line. He said that this needs dedication and it is an important utility. Mr. Nagel said

that at Town Meeting the residents may vote this down because they do not know the structure and they may think that another person will be hired.

Mr. Conley said that Mr. Sharpin is retiring. He asked if Mr. Valovcin is suitable to fill the void? Mr. Nagel said that then they would have to have someone below him to take on his responsibilities. Mr. Nagel said that Mr. Sharpin's salary comes out of the Water Department. Would 50% of his salary come out of the Highway budget if there was a DPW. Mr. Nagel said that the Water Department's funds are allocated differently. Mr. Conley asked if the funds were his biggest concern. Mr. Nagel said that all the discussions with Mr. Adams have always been around the Water Department money. Mr. Marsden asked how much money is the Water Department holding? Mr. Sharpin said that they are holding \$65,000. Mr. Sharpin said that they had to take a large amount of money out of the surplus fund for the new well. Mr. Adams said that the Finance Committee told the Water Department that they aren't allowed to borrow. Mr. Adams said that they usually have between three and five hundred thousand in reserve. If they had a water main break, with the small reserve that they have, they could run out of funds. He did say that they could borrow from the Town but it is complicated. Mr. Marsden asked again if the Water Commissioners were in favor or not in favor to work together towards forming a DPW? Mr. Ferreira said that is a chicken and egg question. He does not know how you can ask if they are in favor of a DPW when you don't know what it is going to save and you don't know what it is going to do. He said that you can't put a job description together because they do not have all the answers to all the questions.

Mr. Leary asked if they would be willing to move forward sometime down the road to form a DPW. Mr. Ferreira said that they have never found a reason to form a DPW. He said that there have been three studies and there was no real out-come. Mr. Leary said that he was on the finance side of one of those committees to see if it was going to be a money saver. Mr. Leary said that was before Mr. Sharpin said that he was going to retire. He said that he thinks now is a good time to revisit it. Mr. Nagel said that the money that they are going to spend on a DPW person will be way more than what Mr. Sharpin makes. Mr. Conley said that when he was on the Study Committee there was not that much in savings but the services were better. Mr. Weise said that there is always the concern of the backhoe. Mr. Conley said that the last review the backhoe was taken off the table and it was never discussed. Mr. Leary said that both departments would be under one roof. He also said that both departments would be able to coordinate on projects. Mr. Adams said that we do that now there is a lot of cooperation that takes place between the Highway Department and the Water Department. Mr. Marsden said that he does not expect to solve this right now but, he wants to know if the Water Department is willing to work with the Selectmen to form a DPW. Mr. Conley said that an enterprise fund should be set up. He also said that they can make a DPW work. Mr. Nagel said that if there is one person at the top and then a Board that has a ton of other responsibilities, in his opinion it would not be a good idea to have a DPW. He said that it does not give enough focus on the water issues. Mr. Ferreira said that the DPW Director would not report to the Selectmen he/she would report to the DPW Commissioners. Mr. Nagel said not according the org. chart.

Mr. Leary said that he does not think that the Board of Water Commissioners wants to do this. Mr. Leary said that with the retirement of Mr. Sharpin, it would be the perfect opportunity to do it. Mr. Leary said that he would have liked more cooperation from both parties in moving in that direction. Mr. Leary said that he thinks that the Selectmen are willing to go along and think about it but the Water Commissioners are not. Mr. Nagel said to be fair to the Water Commissioners they need to protect the water and the Water Department. Mr. Nagel said that if the DPW will be under the direction of the Selectmen, he thinks that is going in the wrong direction. Mr. Conley said that if there was going to be a Board then he would recommend that the position be appointed by the Selectmen and fall under the Selectmen's jurisdiction. Mr. Nagel said that originally he thought that was going to be an elected position. Mr. Weise asked how many Water Departments in the state fall under a DPW? Mr. Leary said that a lot of DPW's incorporate a highway division, water function and sewer. Mr. Nagel asked again how many Towns have DPWs Mr. Leary said that most of them do: Medway, Hopkinton, Framingham and Wayland. Mr. Sharpin said that they have to compare by size. Mr. Le Beau said the way the Water Department works is it operates under the protection of several state laws that isolate the Water Department money and control the expenditure of the Water Department money so that it goes to water functions. He said that in the absence of any change, even if we were to create a DPW that would still be the case. Those funds would still be protected. Mr. Le Beau also said that if there is an enterprise fund, it would be a different form of protection but it would still protect the Water Department revenues so that they are devoted to water purposes. Mr. Le Beau said that the Water Department's revenue is not at risk. Mr. Weise asked if the funds would be controlled by the DPW Director. Mr. Le Beau said that it would be controlled through state law and the Finance Committee. Mr. Le Beau said that it would be separate funds in separate accounts to keep track. Mr. Le Beau said to put aside the thoughts about the financing and the funds. Mr. Weise said that the cost of the Water Department would go to cover the cost of the DPW Director so it may create an increase in the water fees. Mr. Le Beau said that they could use some outside contractors at a lower cost. Mr. Le Beau said that other organizational issues could be addressed and other decisions on staffing and allocation of personnel could be more efficient. Mr. Le Beau said that the classic example is the Tuesday night hours at Town Hall. Mr. Weise said that you are asking us to collaborate and be in favor of doing this with out telling us what our options are. Mr. Marsden said that was the purpose of the first meeting. Mr. Weise said that they can't wait to fill Mr. Sharpin's position, it needs to be filled. Mr. Marsden said that this discussion is timely because we do not have a date when Mr. Sharpin is going to retire. Mr. Wiese said September 1, 2013. Mr. Sharpin said that is the date that he has given the Water Commissioners as his retirement date. Mr. Marsden said that they can't put this before Town Meeting in May because it is too late. Mr. Ferreira said that they have narrowed the search to four applicants to replace Mr. Sharpin. Mr. Marsden asked if the Water Commissioners were willing to work with the Selectmen on this. Mr. Marsden said that when we met a few weeks ago, at the beginning of the meeting he was left with the impression that the Water Commissioners would be willing to work with the

Selectmen but then at the end of the meeting the Water Commissioners did not want any part of it. Mr. Marsden said that the request was made again. Mr. Ferreira said that they could go to a DPW and disband the Water Commissioners and take control. Mr. Marsden said that the Selectmen prefer not to do that. Mr. Ferreira said that the whole idea of DPW Commissioners was the fact that there would be a five member Board that would deal with Water and Highway issues and take that responsibility away from the Selectmen. Mr. Ferreira said that is a key component in the discussion. Mr. Ferreira said that he can see that the Selectmen want to control the whole thing. He can see the Water Department can say no. He said that the DPW Commission will be a well rounded board, some will have a water experience and others may have highway experience. Mr. Ferreira said that you may not have that with three Selectmen members. Mr. Marsden said that the Water Commissioners will be under-staffed as of April 5, 2013. Mr. Weise said that still by September 1, 2013, they will need a replacement for Mr. Sharpin. Mr. Weise said that if it is the only reason that we are dropping a Water Superintendent is for salary then he said that the Water Commissioners would have a problem with that. He said that they can hire a Water Superintendent and have him/her in place and if in one year from now a DPW has been structured, is fine and it doesn't include a Water Superintendent that is something else. He said that they feel that they need a Water Superintendent. He said that Mr. Sharpin has a full-time job at this time and they do not feel that they can move Mr. Valovcin to Mr. Sharpin's position and then hire someone else to replace Mr. Valovcin. Mr. Ferreira said that they are at the end of a multi-million dollar project and they have to hold this because there is no final description for a DPW Director.

Mr. Marsden said that if the Highway Superintendent was leaving they would be having the same discussion about forming a DPW. Mr. Nagel said that when he was a Water Commissioner many years ago, the state of the infrastructure was in bad shape and needed an up-graded. He said that it has been ignored for many years. He said that going back to that structure is not a good solution. Mr. Nagel said that we are all in agreement that we have a focus on water issues and enough man power to carry it out. He said that as of today, that includes Water Commissioners, the Superintendent and an Operations Manager. He said that if that is going to change and more responsibilities are going to be taken over by the two Commissioners they will each take on the other half responsibility. He said that the Highway Department that raises a flag with him it says there will not be as much focus he said just doing the math there will not be the focus on water issues as there has been. Mr. Nagel said that there has been a lot of progress made in the last five years. He said that we want to keep up the good work and not go backwards. He said that there may be more issues coming up with all the regulations. Mr. Marsden said that it would be better to move forward for the Town. Mr. Nagel said that it would need proper staffing. Mr. Nagel said that you can't have less man power to do more.

Mr. Leary said that we would need the two groups on the same page. Mr. Marsden said that everyone thinks it is a great idea and it makes sense but no one wants to do it. Mr. Nagel said that he does not want the Water Department to have fewer recourses than they have now. He said that if they take a person like the Superintendent and split his

responsibilities between Highway Department and the other half the Water Department, he now has half the amount of focus on the Water Department than he had in the past. Mr. Nagel said that when they had the study about staffing they were told that they did not have enough. Mr. Marsden asked why is the Water Department not fully staffed? Mr. Nagel said money. Mr. Adams said that the Water Superintendent has the day to day things that he must do but he also has to work with the DEP and that is a political position. Mr. Adams said that he does not know how a DPW works. He has never worked with one. He said that he wants to make sure that he knows what he is getting into.

Mr. Marsden asked who was in favor of a DPW. Mr. Adams said no, if the Selectmen would be in charge. Mr. Leary said that he would not even bring this to Town Meeting based on what he is hearing today. Mr. Weise said yes it is a good idea to form a DPW. Mr. Wiese said that he can understand that we can all sit down and come up with a common plan to present to Town Meeting. Mr. Weise said that he does not think that Mr. Valovcin can do Mr. Sharpin's job, without someone taking over for him. Mr. Nagel said that he would have to be trained over the summer. Mr. Weise said that now is a bad time to take Mr. Valovcin out of action because we are starting up well 4. Mr. Nagel asked Mr. Sharpin on what he thought of his position not being filled for six months. Mr. Sharpin said that if you want to have Mr. Valovcin take over his responsibilities Mr. Valovcin works ten hours a day you would have to have someone on the staff that is familiar with what we are doing and be capable of moving up and taking over a lot of Mr. Valovcin's day-to-day work. Mr. Sharpin said maybe for a few weeks to one month would be ok, but not three to six months. Mr. Leary asked if we table this for now and the Water Commissioners hire a Water Superintendent and in six months we start up with the DPW discussion, what is the new Superintendent that you just hired going to do? Mr. Adams said that he/she would have a three year contract. Mr. Leary asked why? Mr. Adams said that the new employee wants some guarantee of the position. Mr. Nagle said that if this is an extra position, it solves a lot of these issues because then they hire a new Water Superintendent as planned and the DPW position opens they can apply for it if they want.

He said that if we are now changing the job description, that is a different thing. Mr. Leary asked do you always give a three year contract? Mr. Adams said only the executives. Mr. Ferreira said that they will be honest and tell the applicants that there is the possibility of a DPW forming just to be up front. Mr. Nagel said that they never brought the Study Committee report to Town Meeting. Mr. Marsden said that he was not thinking of an extra person to be hired. He was looking at it as a minor upgrade but it was never his intention to look at this and say we are going to add another body and keep the two that we have. Mr. Weise asked if that were the case why is Mr. Sharpin leaving so relevant. Mr. Marsden said that if Mr. Smith was leaving we would be having this same discussion. Mr. Ferreira said that whoever they hire would have to understand grant writing and know about Chapter 90 funds. Mr. Conley said that the Town of Medway gets more funds in grants than we do. Mr. Nagel said that the Water

Department, Highway and Park and Recreation will all be part of the DPW if it is voted on at Town Meeting. Mr. Nagel wants to know the benefit of a DPW. Mr. Ferreira said that there would be a big return on this as an investment. Mr. Weise said that after the salary, the car and an office we could be talking about \$150,000. Mr. Leary said that it would all be split up between the departments in the DPW. Mr. Nagel said that the Townspeople would be paying for this. Mr. Leary said that the long term vision that the Selectmen have is a DPW structure. He said that they are hoping that the Water Commissioners will think that this is a good idea.

Mr. Marsden said that if the Water Department hires a Superintendent they could always tell him/her that they are planning on forming a DPW in the next few years, so that they know up front. Mr. Marsden said that he is not in favor of just adding another body to the department. Mr. Leary asked why are you going to be locked into a three year contract? Mr. Adams said that we have to act in good faith. Mr. Le Beau said that when a contract is done, it is usually for three years but there could be language (by mutual agreement) to part ways. Mr. Leary asked if there was going to be a learning curve? He said that anyone that they hire will not know everything about Holliston. Mr. Nagel said that whoever is the new Water Superintendent will have to work with Tom Smith, the Highway Superintendent. Mr. Sharpin said that in the Town of Medway they have a Director of Public Services, then there is an Assistant, and then there is an Executive Secretary and then a Program Director. He said that they also have a Water Sewer Department that has a Superintendent and an Assistant Superintendent. He said that there is a Highway Department with a Superintendent and an Assistant Superintendent and Environmental Services. He said that the Tree Warden and Park and Recreation would fall under Environmental Services. He said that they have an Engineering Services Department. He said that they are planning on expanding that to include GIS. Mr. Sharpin said that Medway is comparable to Holliston as far as the number of people and the number of miles of roads. Mr. Ferreira said that we all need to be on the same page if we are going to take this to Town Meeting. Mr. Adams said that they started looking for a replacement for Mr. Sharpin in January. Mr. Sharpin is going to stay until September so they will continue their search. Mr. Marsden said that they will get a proposal together and then the Water Commissioners can look it over and make changes if needed. Mr. Leary asked if the Water Commissioners have a list of candidates? Mr. Adams said they have been holding off because they were waiting for the Selectmen to get back to them. Mr. Leary asked if the Water Commissioners were going to look at the forming of a DPW collectively with the Board of Selectmen. Mr. Adams said how many times do I have to say it, I am willing to talk. Mr. Adams said that when he does have the interviews with the candidates he will inform them that a DPW may be voted on at Town Meeting. Mr. Leary said that it would be a different candidate if we were just looking for a Water Superintendent or a DPW Commissioner. Mr. Nagel said that if they came up with a plan by October Town Meeting then we could advertise for a DPW Director. Mr. Leary said that the agreement to bring a DPW to Town Meeting would have to be agreed by both the Water Commissioners and the Board of Selectmen. Mr. Ferreira said that Park and Recreation would have to be included.

Mr. Nagel said that he thought that the maintenance of the fields was going to be taken away from Park and Recreation they were just going to handle the programs. Mr. Leary said that the Highway Department handles all the fields. Mr. Conley said that the Highway Department and the Park and Recreation Department work well together. Mr. Leary said that all field maintenance is done by the Highway Department. Mr. Conley

said that the budget that pays for the maintenance of the fields comes out of the Highway Department, Park and Recreation and the Schools.

CHIEF CASSIDY

Chief Cassidy said that when the Collins Center Performance Management Program was in doing their survey they spent 3 months looking at both Water and Highway and they identified numerous areas where efficiencies could be realized. Mr. Leary asked if we have seen this report. Chief Cassidy said that yes.

Mr. Le Beau said that he emailed the report to the Board about two weeks ago. Mr. Leary asked for another copy. Chief Cassidy said that the Water Department has about a half million dollars that could be collected for back bills but nothing has been done. Chief Cassidy said that if they collected the funds, they could hire another operator.

Mr. Le Beau spoke about the MACP/MWGM. Mr. Marsden said that they will do anything to help us. Mr. Le Beau said that they work on development related concerns that will affect the region. He said that would involve the Route 9 Corridor and the 495 Route 9 Turnpike. Mr. Marsden said that Westboro Framingham and Natick all benefit. Mr. Le Beau said that it does not look like we will have a significant development unless there is a Casino built in Milford. Mr. Marsden said that we do not get any benefit for being part of the MAPC.

SELECTMEN'S BUDGET

MR. LEARY MOVED TO USE THE COLLINS CENTER PERFORMANCE MANAGEMENT PROGRAM. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

EXECUTIVE SESSION – COLLECTIVE BARGAINING

Postponed

AT 10:03 P.M., MR. LEARY MOVED TO ADJOURN. THE MOTION WAS SECONDED BY MR. CONLEY. ALL IN FAVOR.

Respectfully submitted,

Donna A. Muzzy

approved_____

