

**BOARD OF SELECTMEN
MEETING MINUTES
September 23, 2019**

6:33PM

Senior Center

Present: Chairman Renzoni, Geri Herlihy, Robert Lavigne (6:44PM), Chiara Barnes

Not Present: Tyler Gibbs

Others Present: Peter Lukes, Town Manager
 Stephanie King, Assistant Town Manager
 Brian Falker, Town Counsel (6:38PM)
 Liz Fotos, Town Recorder

Chairman Renzoni called the meeting to order at 6:33PM. The Board stood to recite the Pledge of Allegiance.

1. Appointments, Licenses, and Permits

Motion by Sel. Barnes, seconded by Sel. Herlihy, it was **UNANIMOUSLY VOTED TO APPROVE A PARADE PERMIT FOR HOLDEN CROP HUNGER WALK, ON OCTOBER 20, 2019 AS PRESENTED.**

Motion by Sel. Herlihy, seconded by Sel. Barnes, it was **UNANIMOUSLY VOTED TO APPROVE THE PARADE PERMIT FOR HOLDEN ROAD RACE, ON NOVEMBER 28, 2019 AS PRESENTED.**

Motion by Sel. Herlihy, seconded by Sel. Barnes, it was **UNANIMOUSLY VOTED TO APPROVE THE PUBLIC ENTERTAINMENT LICENSE FOR MAYO ELEMENTARY CRAFT FAIR, ON OCTOBER 19, 2019 AS PRESENTED.**

2. Master Plan Buildout Presentation

Mr. Lukes stated that the Board had asked for the Buildout Population Study. He stated that Pam Harding, Director of Planning and Development and Jess Milliken, Chairman of the Master Plan Committee were present at the meeting.

Ms. Harding and Ms. Milliken presented: **HOLDEN BUILDOUT AND IMPACT ANALYSIS** Part of the 2018-2019 Master Plan.

Sel. Lavigne entered the meeting at 6:44PM

Ms. Harding stated that they had worked with CMRPC and did a build out which was a precursor to the Master Plan. She stated that the presentation was a summary of the buildout.

Ms. Milliken presented: **Holden Master Plan 2019, Board of Selectmen Presentation, and September 23, 2019.**

Sel. Renzoni thanked both Ms. Harding and Ms. Milliken for their presentations and opened it up for questions from the Board.

Sel. Lavigne stated that he noticed one thing; that the reports were indicating that they should increase sustainability of Town operations.

Ms. Milliken replied that she believed that it was more of a best practice for CMRPC and something for the Town to keep in mind.

Sel. Renzoni interrupted the Master Plan Buildout Presentation for Citizens Address.

3. Citizen Address

None

Master Plan Buildout Presentation Cont.

Sel. Herlihy stated that she appreciated all of the work that went into this.

Chairman Renzoni stated that Ms. Milliken is now the Chair of the EDC and it will be a benefit to the EDC. He stated that this is how it is supposed to work and that she is the right person to be there. He stated that he was excited about it moving forward. He asked about moving forward with an Implementation Committee as well.

Mr. Lukes replied that they had done that before and that they would need to put that together.

Chairman Renzoni stated that he had served on the Implementation Committee for the last Master Plan as a new Selectman. He stated that their approach was to make a point to work with every single Board in Town. He stated that looking back they were surprised that from the 2008 Master Plan they implemented about 60% of the stuff that was attainable. He stated that it was a lot of work but it was attainable work.

Sel. Herlihy stated that she knew a lot of people wanted this information for the school component. She asked if they were surprised that the number was much smaller than they were anticipating.

Ms. Harding replied that she was a little surprised at the data but that the numbers were decreasing so it made sense that they were declining together.

Chairman Renzoni stated that he knew that the school district was pushing for an elementary school expansion but that this data looked to be the opposite of that.

Ms. Harding replied that some schools were declining and others showed a small increase. She stated that someone should keep an eye on it but the trends were showing a decrease.

Mr. Lukes stated that he thinks they can expect some moderate growth with children/ households but that they are not expecting explosive growth. He stated that he thinks they have time.

Chairman Renzoni stated that the houses that were being built are large so you would think more children but that he was guessing that the ranches were turning over and not brining children in.

Ms. Harding replied that was what they were seeing. She stated that a lot of the larger homes were not first homes and a lot of people who already live in Holden were purchasing them.

Sel. Lavigne stated that this was a massive undertaking and he thanked them for their work.

Ms. Harding replied that all the documents were available at Holdenmasterplan.gov and that they were converting the documents to the Town website as well.

4. Set Trick or Treat Hours, 5-8PM

Mr. Lukes stated that this is for reference and not a hard law but he would like to set the trick or treating hours for the Town.

Motion by Sel. Lavigne, seconded by Sel. Herlihy, it was **UNANIMOUSLY VOTED TO SET THE TRICK OR TREAT HOURS FOR OCTOBER 31, 2019 FROM 5-8PM.**

Ms. Milliken stated that the other trick or treating is a new event that the EDC was working on; Halloween in Holden. She stated that they were working with businesses in Town for anyone interested. She stated that the event will be on October 26, 2019 from 10AM to 4PM and that they would be having kids in costumes trick or treating to the businesses in Town. She stated that any business owner in Town that wished to participate could reach out to the EDC and if you are a community member there will be posters out shortly.

Sel. Lavigne asked if it was open for businesses wherever they are located.

Ms. Milliken replied that they will have a map of businesses and anyone that wanted to participate is welcome.

Mr. Lukes stated that members of the committee will be onsite and he encouraged the Board to go as well.

Chairman Renzoni stated that the Town had posted on it and there were immediate inquiries. He stated that one of the things that is unique is that if you are a shop in Town that doesn't see a lot of young kids its great to help get new business in the door. He stated that the timeline for the EDC to put this together was about 10 days.

Ms Milliken replied that she forgot to mention that there was an incentive for all the kids that go to all the businesses. She stated that they already have 20 businesses participating.

Sel. Lavigne stated that EDC has been a thorn in his side for a long time and that they had tried so hard to get this vision moving forward. He stated that he was so glad that she (Milliken) is a part of it. He stated everyone thinks this is a great idea and they appreciate her work.

Ms. Milliken thanked the Board.

5. Town Manager Update

MMA Annual Meeting: The Mass Municipal Association will be holding its annual meeting and trade show once again at the Hynes Convention Center on January 24 and 25, 2020. It is the largest gathering of municipal officials in the state, and Holden has traditionally been well represented. Those members of the Board of Selectmen who would like to attend can register through my office by email or telephone.

Halloween in Holden: The Holden Economic Development Committee (EDC) is looking for local businesses to participate in their first annual "Halloween in Holden" a community trick or treating event, on Saturday, October 26 from 10:00AM to 4:00PM. The EDC will provide balloons and posters to all participating businesses. Participating businesses are expected to provide candy or treats and are welcome to decorate, wear costumes, offer a raffle, etc. Trick or treaters will receive a map that lists participating businesses, with additional incentives for visiting all of them. If you are interested in being a part of this event, please email the Economic Development Committee at edcchair@holdenma.gov.

Public Safety Open House: The annual open house for the Holden Fire/EMS/ Emergency Management Depts. will take place on October 19 from noon-3PM at the Holden Public Safety Building, 1370 Main Street. There will be free pizza which is being donated by Papa Gino's as well as safety demonstrations, equipment on display and other items of interest related to public safety.

Fire Department Grant Award: Holden Fire was awarded an AFG (Assistance to Firefighters Grant) from FEMA in the amount of \$46,000 that will go toward paying for Personal Protective Equipment (PPE gear). The town will be required to pay for 5% of the cost of the gear (approximately \$2,300) as part of the award. The equipment was budgeted in the FY20 budget but will not be spent and that money will revert to Free

Cash. Congratulations and thanks to Chief Hall and his staff for their work and success on receiving this grant.

Year-to-Date Revenue and Expenditure Reports: Attached are the Year-to-Date Revenue and Expenditure reports for the period July and August, 2019, prepared by Lori Rose, Town Accountant.

Regional Round Table: The annual regional round table budget discussion for Wachusett Regional School District will once again be hosted by Holden at our Senior Center on Thursday, November 7, 2019 at 6:30PM. Representatives from the Finance Committees and Select Boards from each of the Wachusett Regional School District towns will be invited to participate, as well the Town Administrators. Superintendent McCall and members of his administration will present their early predictions for they FY 2021 budget. The meeting will be televised but there will be no opportunity for public input, as per our usual format for these meetings.

Cultural Council Grants: The Holden Cultural Council is currently accepting grant proposals for the 2020 grant cycle. The deadline to apply is October 15.

This year approximately \$8,900 in grants are available for distribution to organizations, schools, and individuals that support cultural activities in the community. These grants can support a variety of artistic projects and activities in Holden, including exhibits, festivals, field trips, short term artist residencies, or performances in schools, workshops, and lectures. Previously funded projects include: the concert series at the Senior Center bandstands, the summer concert series at the Gale Free Library, and numerous projects within Holden's Schools.

For local guidelines and complete information on the Holden Cultural Council, including volunteer opportunities, contact Jess Milliken at jhchase1@gmail.com. Applications forms and more information about the Local Cultural Council Program are available online at www.mass-culture.org

CMRPC Delegate: Holden is allowed three delegates and an alternate to the Central Mass Regional Planning Commission. Holden works closely with CMRPC on a number of matters involving planning and community development, and they were instrumental partners in the recent update to our Master Plan. The Town Manager and/or Board of Selectmen are allowed to appoint one delegate and one alternate to the CMRPC on behalf of Holden. Both positions are currently empty, although we have rarely filled the alternate position in the past. If anyone from the Board would like to serve in this position or if they have any suggestions for a candidate, please forward them to me. Candidates must be Holden residents. Members of the general public are welcome to apply through the Town Manager's office and the town's website.

Chairman Renzoni asked if they could share this as a post.

Mr. Lukes replied they could.

6. Town Manager Annual Review

Chairman Renzoni stated that he did not have this tonight and that it would be on for a future meeting.

7. Board of Selectmen Comments, Complete Streets

Chairman Renzoni stated that he did not ask the DPW to come in for this. He stated that it relates to transportation and that the DPW asked for the Boards input on prioritization. He opened it up for comments from the Board.

Sel. Herlihy stated that she appreciated the work that was done on this. She stated that she does not know about the rest of the Board but that she hears about Chapel Street a lot.

Mr. Lukes stated that they do hear from residents and what they do is explain to those that inquire that there is a plan in place to address it and once the residents know that there is a plan mapped out they seem to be satisfied.

Chairman Renzoni stated that the way the list reads, it is focused around the half mile around the schools. He stated that he thinks it is important to let them know the Boards feelings on that.

Sel. Lavigne stated that he thinks the way that it is broken down was a monumental task. He stated that it makes sense to look at the schools first but that he thinks it should be spread to a one mile distance from the schools.

Sel. Barnes asked if they were referring to the elementary schools only.

Chairman Renzoni replied that he thinks that they should look at our schools in Town. He stated that the Dawson crosswalk can't be seen and there is no step up and it is right outside the school. He stated that he feels that there is a lot of things right in the school zones that should be addressed. He stated the immediate concern was that there are a few hundred kids that are on foot and those spaces should be addressed first.

Sel. Herlihy stated that she doesn't know if it is on the plan but that the connection from North to South Main Street is a concern. She stated that the middle school kids trying to cross to Dunkin Donuts on a half day is concerning but she knows that is a bigger project.

Chairman Renzoni stated that he thinks that there are some places that there is no data and they should try to gather some. He stated that bike paths were also a concern and they did not ask that question in the Master Plan. He stated that needed to be further analyzed.

Sel. Lavigne stated that looking at Main Street there is an opportunity for bikes but that they need more space. He stated that he agrees further analysis needs to be done. He stated that they need sidewalks on Chapel Street and Bullard Street because there are a lot

of kids walking on them and there is no safe place for them to do so. He stated that he does not have a full polished position on this data but that he was happy to sit down and talk about it with the DPW if they wished.

Sel. Herlihy stated that she had faith in his plans and vision.

Chairman Renzoni stated that they had also asked for the DPW Director to come in at some point in the fall to discuss the Shrewsbury Street Project for 2023.

8. Selectmen Minutes

Motion by Sel. Herlihy, seconded by Sel. Lavigne, it was **VOTED TO APPROVE THE APRIL 9, 2018 BOARD OF SELECTMEN MEETING MINUTES BY A VOTE OF 3-0-1** (Barnes: abstain)

Motion by Sel. Herlihy, seconded by Sel. Barnes, it was **VOTED TO APPROVE THE JULY 15, 2019 BOARD OF SELECTMEN MEETING MINUTES BY A VOTE OF 3-0-1** (Lavigne: abstain).

9. Selectmen Miscellaneous

Sel. Herlihy: none

Sel. Barnes: none

Sel. Lavigne stated that the Boy Scouts were working on fundraising efforts for a STEM project in Florida for maritime research.

Chairman Renzoni stated that he sat with the Manager and the High School and they are working on a civics project with the town to include in the budget an all accessible playground for kids with physical disabilities that can play with fully functioning kids all the time. He stated that the kids dreamed it up and his wife was looking at grants for the project. He stated that the civics project would be to work with the Town and learn about government and bringing an idea through a Town Meeting.

Chairman Renzoni stated that he also worked with Dawson to have them come and see how the government worked. He stated that it would be for kids in 3rd grade and it is a great experience.

10. Selectmen Subcommittee

Sel. Herlihy stated that the DPW Committee did not meet and the next meeting is scheduled for October 7, 2019.

Sel. Lavigne asked if there had been a time set up to have them come in to brief the Board.

Mr. Lukes replied that it was pending.

Sel. Barnes stated that Halloween in Holden had been discussed and that EDC was meeting the second Wednesday of every month.

Sel. Lavigne: none

Chairman Renzoni stated that the VA will begin to work on the Memorial Day Parade.

Chairman Renzoni stated that Fin Com had not met.

Motion by Sel. Lavigne, seconded by Sel. Herlihy, it was **UNANIMOUSLY VOTED TO ADJOURN THE SEPTEMBER 23, 2019 BOARD OF SELECTMEN MEETING AT 7:38PM.**

APPROVED: _____ 12/2/19 _____