

**HOLDEN BOARD OF SELECTMEN
MEETING MINUTES
November 16, 2020**

6:30PM

Senior Center

Present: Robert Lavigne, Anthony Renzoni, Geri Herlihy, Chiara Barnes

Not Present: Tyler Gibbs, Geri Herlihy

Others Present: Peter Lukes, Town Manager
 Stephanie King, Assistant Town Manager
 Liz Fotos, Town Recorder

Chairman Lavigne called the meeting to order at 6:30PM. The Board stood to recite the Pledge of Allegiance.

1. Citizen Address

None

2. Appointments, Licenses, and Permits

None

3. Recognition of Firefighters and Dispatcher: Eric Fasshauer, Chris Montiverdi, Trevor Olson, Ryan Casper, Katie Goulding, Michael McKiernan

Chief Hall was present at the meeting and thanked the board for having them. He stated that they were here tonight to recognize that on September 16, 2020 they received a call from the McLaren family because their son Max was choking. He stated that Dispatcher Mike McKiernan answered the call and dispatched first responders from the Chapin Street substation. He stated that they responded in minutes and paramedics and EMT got him breathing and saved his life.

Ms. McLaren was present at the meeting. She stated that this is what they do for a living. She stated that Chief Hall stating were able to clear his airways and save his life was not all it was. She stated that there was so much more involved. She stated that Max started to turn blue and he lost consciousness. She stated that they were having dinner and the call went into 911 about 15-20 minutes before the substation closed. She stated that they had reached her home within 5 minutes. She stated that they live so close to the substation but that if the call went in a few minutes later and the call had to go from the

main Fire Station she does not know if Max would be alive today. She stated that he was blue by the time they got there and the substation was what made the difference.

Ms. Mclearn stated that she knew that this station was funded by a grant and her hope is that as they get closer to the extension things like this will be taken into consideration. She stated that this makes a huge difference. She stated that she knows that this is their job, save a life, debrief, and move on but that to them it has made all the difference. She stated that as a parent she hopes that no one has to ever experience this. She stated that they owe everything to the First Responders that saved Max's life. She stated that it was important to recognize them and the impact they have.

Mr. Mclearn stated that as Max's father, it is horrible to see your kid turn limp. He stated that no matter how many CPR classes you have you are just not prepared. He stated there are so many people that rely on himself and his wife in the community and it would have had such a ripple effect. He stated that they had a small donation they wished to make; \$1000 for Community CPR and \$1500 to the Fire Department for equipment.

Chairman Lavigne presented a Certificate of Recognition to the Fire Department and Dispatchers.

Chairman Lavigne thanked the Mclearn's for their generous donation as well.

Ms. Mclearn stated that she was a CPR instructor; she stated that she taught it and knew it and it still did not work. She stated that she would love to be retrained and to have more members of the community trained as well because it is critical.

Mr. Lukes stated that he had let the Board know of this event after it happened and they spoke about the substations location and being able to address people on that side of Town. He stated that he wanted to make it clear that the substation was not funded by a grant. He stated that they could not man it properly before the SAFER grant where 6 new firefighters were funded. He stated he wanted to thank Fin Com for approving it. He stated that this was a big step for Holden Fire Department and it allowed the Fire Department to address a need much faster. He thanked the Board for their support of this as well and thanked Chief Hall and Chris Montiverdi for their work as well.

Chairman Lavigne stated that it was a big investment but a necessary one.

Sel. Renzoni stated that there is a long term plan to have a permanent structure there and to have full time employees man it.

4. South Wachusett Regional Emergency Planning Committee Hazmat Plan Re-Certification

Chief Hall stated that it was time for the recertification of the Regional Hazardous Materials Emergency Response Plan with Boylston, West Boylston, and Sterling. He

stated that there were not very many changes but that Chris Montiverdi was present if the Board had any questions.

Mr. Montiverdi stated that this was something that they reviewed every five years and it is one of the formalities of being part of the Regional ECC. He stated the certificate is done with the Regional Plan and each year they adopt the plan to make it part of the recertification package.

Sel. Renzoni asked if this was something that the Town had to enact.

Mr. Montiverdi replied they had not in the years that he had been in Holden.

Sel. Renzoni asked if they table talked this every year.

Mr. Montiverdi replied that they did. He stated that about two weeks ago they were able to find the space for an in person meeting and they limited it to First Responders and Police and Fire Chiefs.

Motion by Sel. Renzoni, seconded by Sel. Barnes, it was **UNANIMOUSLY VOTED TO ADOPT THE REGIONAL HAZARDOUS MATERIALS EMERGENCY RESPONSE PLAN AS PRESENTED.**

5. Ratification of Town Managers Contract

Chairman Lavigne stated that there was a few things that they needed to address with council which was what was taking so long. He stated that it was discussed in Executive Session and the Town Manager will get a 3% step increase in salary over the next 3 years and no more than 3%, 1% and 2% at the discretion of the Board. He stated that Mr. Lukes had done a great job and this was well earned. He stated that he appreciated Mr. Lukes negotiations and reasonableness throughout the process.

Motion by Sel. Renzoni, seconded by Sel. Barnes, it was **UNANIMOUSLY VOTED TO RATIFY THE TOWN MANAGERS CONTRACT AS PRESENTED.**

6. Town Manager Update

See Attached

Motion by Sel. Renzoni, seconded by Sel. Barnes, it was **UNANIMOUSLY VOTED TO APPROVE THE 2021 BOARD OF SELECTMEN MEETING SCHEDULE AS PRESENTED WITH THE MARCH MEETING AMENDED TO MEET ON MARCH 8 AND MARCH 22, 2021**

Motion by Sel. Renzoni, seconded by Sel. Barnes, it was **UNANIMOUSLY VOTED TO CLOSE THE TOWN OFFICES ON FRIDAY, NOVEMBER 27, 2020 (DAY AFTER THANKSGIVING).**

7. Water Quality Discussion

Sel. Lavigne stated that he had been contacted by several residents not just in the Jefferson area and they have complained about issues with their water being brown. He stated that the list seems to be a little more wide spread then he was initially led to believe. He stated that he wanted to bring this up as Water Commissioners and ask the DPW Director to report what the long term plans for this issue was. He stated that this is unacceptable and not drinkable. He stated that he understood that a few years ago they had said that they wanted to find a permanent fix but now he thinks they need to insist on an update. He stated that this is now an emergency and they need to demand a plan with a timeline and expectations to fix the issue.

Chairman Lavigne stated that he was surprised at how many people this impacted as well and thought it was a small location in town.

Sel. Renzoni stated that in fairness he spoke to the Town Manger and he made some explanations but that he needs assurance and the Town needs to stop delivering inferior products.

Mr. Lukes stated that in certain neighborhoods, they know that there is an issue and there are both long term and short term plans that they are implementing to fix the problem. He stated that in some instances, people are not reporting the problems and they need it reported every time so that the Town knows what they need to fix. He stated that sometimes there is a cause / effect but that the Town is not able to extend the information if they don't know there is a problem. He stated that Director Woodsmall asked if he should come to tonight's meeting and he knows that the Board wants a long term report that can be done for a future meeting.

8. Response to Citizen's Address

None

9. Selectmen Minutes

None

10. Selectmen Miscellaneous

Sel. Barnes: none

Sel. Renzoni asked the Town Manager for a Covid update in Town. He stated that he knows that they have seen a spike locally which is consistent with surrounding communities but he wanted an update from the Manager.

Mr. Lukes stated that he spoke to Health Officials today and that most of the spikes come from private parties and Holden is no different. He stated that this type of gathering is difficult if not impossible to police. He stated that they ask people to maintain hygiene and social distance. He stated that as far as businesses in Town most of what has happened has been secondary and each business has shut down, deep cleaned, and tested and re opened. He stated that the business owners in Town were very responsible and members of the community that take this very seriously. He stated that Holden was experiencing a bump like most of Massachusetts and the region but it was largely due to private gatherings.

Sel. Renzoni stated that he was concerned with people avoiding local businesses and he did not know until now that they were not seeing the spread through local businesses. He thanked Mr. Lukes for that information. He stated that our restaurants are safe and businesses are safe. He stated that the Board could invite local business owners in to share how they were keeping their business and the community safe in Town.

Chairman Lavigne stated that his daughter works locally and listening to her discuss the daily cleaning protocols was impressive. He stated that businesses were investing money and time into keeping the communities safe.

Sel. Renzoni stated that they had also received complaints about outdoor businesses and noise. He suggested that a friendly conversation could solve the problem as the Towns Business owners were willing to talk it out. He stated that the businesses were operating outside so they did not need to close their doors and asked for the community to speak to them directly with any issues.

Chairman Lavigne stated that residents could bring complaints to the Board but that these business owners were reasonable and good neighbors and wanted to keep their neighbors happy.

Chairman Lavigne stated that it has come to his attention that the Regional agreement was up this year for review. He stated that he would be happy to be the representative this time. He asked for a copy of the current agreement.

Sel. Renzoni stated that he is frustrated with the school district for their lack of planning. He stated that he is getting nervous about teachers and how this is going to work and that he does not have confidence about going back as there is no solid plan in place. He stated that he is disappointed. He stated that people could reach out to their representative of the School Committee or to him and he would share what he knew.

11. Selectmen Subcommittee

None

Motion by Sel. Barnes, seconded by Sel. Renzoni, it was **UNANIMOUSLY VOTED
TO ADJOURN THE NOVEMBER 16, 2020 BOARD OF SELECTMEN MEETING
AT 7:23PM.**

APPROVED: ____12/7/20_____



TOWN OF HOLDEN
MASSACHUSETTS
OFFICE OF THE TOWN MANAGER

Peter M. Lukes
Town Manager

November 12, 2020

TO: Board of Selectmen

FROM: Peter M. Lukes,
Town Manager

SUBJECT: *Town Manager Update*

1. **January to June 2021 Selectmen Meeting Schedule** – We have prepared the enclosed Board of Selectmen meeting schedule for the period of January 2021 through June 2021 for your consideration.

Information []

Vote [X]

Signature []

2. **Day After Thanksgiving** – The day following the Thanksgiving holiday is a Friday, during which town offices are open only until Noon. In the past, the Board of Selectmen has voted to close town offices for that day in order to grant town employees an extended period to spend time with family etc. I am asking once again that the Board take this step and vote tonight, as it has been very much appreciated by our employees in the past.

Information []

Vote [X]

Signature []

3. **Cultural Council Grant Applications** – The Holden Cultural Council is currently accepting grant proposals for the 2021 grant cycle. The deadline to apply is December 14.

Grant money is 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 bandstand, 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 Jessica Milliken at jhchase1@gmail.com. Application forms

and more information about the Local Cultural Council Program are available online at www.mass-culture.org.

Information ☒ [X]

Vote ☐ []

Signature ☐ []

4. **Leaf and Brush Chipping** – Remaining days of operation for leaf and brush chipping are planned for Saturday, November 21, and Saturday, December 5. Hours of operations are 8:00 AM to 2:30 PM. The operations may cease earlier due to weather or capacity of the sites.

Leaves and grass clippings will be accepted at the composting facility located at the site of the former landfill at 560 River Street. Brush chipping will be done at the DPW garage at 87 Adams Road only, due to the Asian Longhorn Beetle regulated area.

Information ☒ [X]

Vote ☐ []

Signature ☐ []

5. **CARES Funding** – The Town of Holden received a check for over \$300,000 last week in CARES Act funds from the federal government that will reimburse us for expenses already incurred along with expenses forthcoming as a result of Corona Virus response, preparation, and planning. Many thanks to our Emergency Preparedness personnel at HFD for their work on this along with Town Accountant Lori Rose and Asst Town Manager Steph King. Several departments had to be coordinated in reporting expenses and future needs. We expect that there will be future rounds of funding as well and we will remain vigilant to try and recoup expenses related to our COVID response.

Information ☒ [X]

Vote ☐ []

Signature ☐ []

6. **Street Parking Policy for Snow Emergencies** – Overnight on-street parking is not permitted in Holden between the hours of 1:00 AM and 6:00 AM year round. Over the last few years, we have had intermittent issues with on-street parking during snow emergencies. The Town has taken a gentle approach through the plow drivers reporting such impediments and Holden Police trying to follow up with residents and asking them to move their vehicles. Obviously, during a difficult storm and in the middle of the night, this process has met little success. Last year, DPW started a public awareness campaign which attempted to educate the public regarding our newer policy of ticketing and towing vehicles that are parked on the street during a snow emergency. We intend to take similar steps through social media, printed flyers, and cable television this year. There will also be the usual Code Red warning on the nights when we expect a plowable snow event.

Information ☒ [X]

Vote ☐ []

Signature ☐ []

7. **FY 22 WRSD Round Table Meeting** – We have not scheduled the annual round table meeting between WRSD and regional town selectmen, fincom members and administrations. The process usually begins with the WRSD inviting participants, with Holden hosting, but this year has been different due to COVID issues. I do not anticipate having such a meeting this year and even if we were able to arrange a virtual meeting, the usefulness of such a gathering would seemingly be minimal at best.

Information ☒

Vote ☐

Signature ☐

8. **Santa** – Although the Town of Holden normally contracts directly with the North Pole in order to confirm Santa's visit each year, COVID complications have made scheduling very difficult for 2020. It appears unlikely that we will be able to do the full tree lighting as we have done in the past, but my office is in contact with the North Pole and we are trying to arrange for a visit and tree lighting that will include Santa but will be broadcast virtually for residents to watch at home. Additionally, we hope to arrange for a socially distanced visit from Santa through neighborhoods in Holden on a specific afternoon. Details are being worked out and I hope to have an announcement at your next BOS meeting.

Information ☒

Vote ☐

Signature ☐

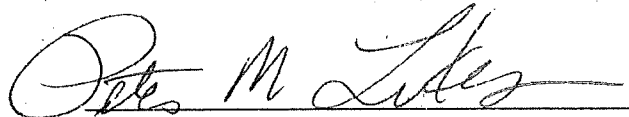
9. **Town Clerk** – I would like to thank our Town Clerk, Jeanne Hudson, her staff, Liz Monahan and Sue Lucia, and all of our poll workers and volunteers for a very long election night along with several weeks of extended work hours and working weekends leading up to the presidential election two weeks ago. This year was especially hectic with the additional mail ballots, drop off ballots, and early voting. They did an amazing job and Holden voters were well served.

Information ☒

Vote ☐

Signature ☐

Should you have any questions regarding these matters, please feel free to contact my office.



Peter M. Lukes

Town Manager

Cc: Department Heads