

Draft

Town of Holliston Finance Committee

Meeting Minutes

October 11, 2016

The meeting convened at 8:01pm in Room 105 at Holliston Town Hall. Present were Chairperson Ken Szajda, Vice Chairperson Michelle Zeamer, Clerk Vincent Murphy, Dan Alfred, Tim Maxwell and Suzanne Nersessian.

NOTE: Warrant Article numbers in these minutes reflect the Draft Warrant revised on 9/28/16, amended.

Frank Chamberlin, Chairman of the Community Preservation Committee, reported on three new proposals being considered by the CPC. The proposed acquisition of a property on Adams St. by the Town, Article 10, will use CPC and Open Space funds -- \$310,000 from CPC with \$230,000 from the CPC Open Space Reserve and \$80,000 from the CPC General Reserve. The remaining \$300,000. for the \$600,000 purchase price and \$10,000 in closing costs will come from the Open Space fund. Member questions were deferred to the Executive Session on Article 10 to follow.

The CPC second proposal is to use \$34,000 to fund a Parks and Recreation study to evaluate the upcoming capital needs for park and recreation upgrades. The Committee discussed the need for additional bids for the study. Mr. Chamberlin said that he would provide more bids.

The third proposal is for \$300,000 for the Housing Trust for the acquisition of a property to become affordable housing -- \$120,000 would come from the CPC Open Space Fund and \$180,000 would come from the CPC General Reserve Fund. Mr. Chamberlin said that the Housing Trust requires this funding on hand so that it is available when properties come

available. Mr. Szajda requested that the Finance Committee are regularly updated on acquisitions. Mr. Chamberlin said that he would provide this.

The process of finalizing the Warrant began. Mr. Szajda reported that new state legislation that made funds in Free Cash available immediately following certification, making the Fund Transfer for Article 1 for the purchase of items in the Capital Budget unnecessary. The Committee discussed the management of Free Cash in light of upcoming needs, including potentially expenditures for the Flagg School demolition, the Eight Arch Bridge, dam repairs, and School Department needs. Mr. Szajda suggested bolstering the Reserve Fund and/or the Stabilization Fund.

Ms. Nersessian requested an accounting of the purchase and distribution of the Chromebooks for the High School. Mr. Szajda began a discussion on current School Department capital requests, including Chromebooks, the Music Labs, Nexus tablets and interactive boards. There was a majority consensus to recommend funding for other requests, but not for the purchase of additional Chromebooks.

The Articles on the Warrant of the October 24, 2016 Town Meeting

Mr. Szajda made a motion to recommend indefinite postponement on Article 1: Fund Transfer. Ms. Nersessian seconded, the motion was approved by a vote of 6-0 with no abstentions.

Mr. Szajda made a motion to recommend the transfer of \$100,000 to the Reserve Fund for Article 2: Fiscal Year 2017 Budget Adjustments, Ms. Nersessian seconded. The motion was passed by a vote of 6-0 with no abstentions.

Ms. Zeamer made a motion to recommend the transfer of \$150,000 to the Stabilization Fund for Article 3. Ms. Nersessian seconded the motion. The motion was approved by a vote of 6-0 with no abstentions.

Mr. Szajda made a motion to recommend the transfer of \$1 million to the Capital Expenditure Fund, Article 4. Ms. Zeamer seconded the motion. The motion passed by a vote of 6-0 with no abstentions.

Mr. Szajda made a motion to recommended favorable action on Article 5 for the Sale of Surplus Equipment. Ms. Zeamer seconded the motion. The motion passed by a vote of 6-0 with no abstentions.

Mr. Murphy made a motion to reconsider Article 6: Capital Budget. The motion was seconded by Ms. Zeamer. The motion passed by a vote of 6-0 with no abstentions.

Mr. Szajda made a motion to recommend the addition to the capital expenditures list the following items requested by the School Department: Nexus tablets for \$7,470; the Music Lab for \$20,000; and interactive boards for \$23,265, for a total Capital Budget of \$958,775. Mr. Maxwell seconded the motion. The motion passed by a vote of 6-0 with no abstentions.

Ms. Zeamer made a motion to recommend favorable action on Article 7 for the appropriation of \$68,000 from Water Surplus for engineering design and tasks for the replacement of Water Main in Cedar St., Turner Rd., and Cheryl Lane. Mr. Maxwell seconded the motion. The motion passed by a vote of 6-0 with no abstentions.

Mr. Alfred made a motion to recommend favorable action on Article 8 for appropriation of \$1.13 million for the replacement of Water Mains in the Shaw Farm Road area. Ms. Zeamer seconded the motions. The motion passed by a vote of 6-0, with no abstentions.

Ms. Zeamer made a motion to for the Finance Committee to make a recommendation on Article 9 on Community Preservation Committee Budget at Town Meeting. Ms. Nersessian seconded the motion. The motion passed by a vote of 6-0 with no abstentions.

Article 10 is not needed. Bond counsel is no longer requiring a confirmatory vote for the borrowing of \$1.5 million for downtown signalization.

Mr. Murphy made a motion that the Finance Committee make a recommendation on Article 11 at Town Meeting. Mr. Maxwell seconded the motion. The motion passed by a vote of 6-0 with no abstentions.

The Committee discussed several changes to the draft Finance Committee Report. Mr. Alfred made a motion to approve message as amended. Mr. Nersessian seconded. The motion was passed by a vote of 6-0 with no abstentions.

Mr. Alfred made a motion to enter Executive Session, from which the Committee would not return, to consider the Adams St. property acquisition. Ms. Nersessian seconded the motion. The motion was passed by a roll call vote as follows: Ms. Nersessian - Yes; Mr. Maxwell - Yes; Mr. Alfred - Yes; Mr. Murphy -Yes; Ms. Zeamer - Yes; and Mr. Szajda - Yes.

The Committee entered Executive Session at 9:15.

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