

Town of Holliston
Finance Committee
Meeting Minutes
January 31, 2017

The meeting convened at 7:01 PM, in Room 105 at Holliston Town Hall. In attendance: Chairperson Ken Szajda, Vice Chairperson Michelle Zeamer, Clerk Vincent Murphy, Dan Alfred, Tim Maxwell and Suzanne Nersessian.

Building Inspector Peter Tartikoff presented a Building Department budget that was within the guideline. The discussion included an increased expenditure in maintenance due to vehicle repairs and the possibility of receiving electronic documents in addition to paper documents when applications from builders are received. Mr. Tartikoff stated the state requires paper documents and he did not believe there was any savings from implementing a process to receive both types of documents.

Treasurer/Tax Collector Mary Bousquet presented the budget for the Treasurer/Tax Collector office that was within guideline. The discussion included revenues from liens on foreclosures and the possibility of centralizing the purchase of office supplies.

Ms. Bousquet also presented the budget for Benefits. She noted that the line for the budgeted Health Insurance is assuming an 18% increase from current, however, the exact increases will not be known until for a few more weeks. The discussion included the accrual of paid days off, Workers' Compensation, Unemployment Insurance and the need for a report on distribution of employee benefits. Ms. Bousquet also presented the budget for Debt.

Town Accountant Sharon Emerick presented the budget for the Accounting office that was over guideline due to step increase for a staff member and the added costs of an the increase in the annual audit, which was built into the three (3) year contract.

Mr. Alfred made a motion to adjourn and Ms. Nersessian seconded it. The motion passed with a vote of 6-0 and the meeting was adjourned at 8:16pm.

Respectively Submitted,

Vincent J. Murphy, Jr.
Clerk