

Town of Holliston  
Finance Committee  
Meeting Minutes  
January 17, 2017

The meeting convened at 7:02 pm in Room 105 at Holliston Town Hall. In attendance: Chairperson Ken Szajda, Vice Chairperson Michelle Zeamer, Clerk Vincent Murphy, Tim Maxwell and Dan Alfred. Absent: Suzanne Nersessian.

Town Clerk, Ms. Elizabeth Greendale, presented budgets within the guidelines for Fiscal Year 2018 for the Office of the Town Clerk and for Elections. Ms. Greendale noted that the increase in the request for Professional Development expenses was in response to the high number of new state laws, including some with serious consequences for non-compliance. A future capital request for a time stamp machine and a review of the Clerk's office revenue stream were also discussed. The Elections budget for one election in FY18 was within guideline. Ms. Greendale reported that postage costs were up significantly in FY17 due to absentee and early voting balloting.

Board of Assessors Chair John Cronin presented the FY18 budget for the Town Assessors office that was within guideline and voted on by the Board of Assessors. The budget included a salary correction of 4% increase for the Principal Assessor position. There were discussions on the 1% salary guideline, the 10-year cycle of home inspections and the refinement of the process of determining new growth.

Town Administrator Jeff Ritter presented the FY18 budgets under his administration. The budget for the Economic Development Committee was reduced. The Solid Waste budget remained the same by contractual agreement with vendors. The expenses for Street Lighting reflected the reduction in electricity costs due to switch to an aggregated provider. The Animal Control budget was level funded.

Mr. Alfred made a motion to recommend the FY18 budget for the Finance Committee in the amount of \$1,525.00. Mr. Murphy seconded the motion and it was approved by a vote of 5 to 0.

The Reserve Fund budget was discussed and set at \$215,000. to cover possible 9C cuts from the state.

Mr. Szajda made a motion to approve the release the minutes of the Executive Session of October 11, 2016. Mr. Alfred seconded and the motion passed with a vote of 5 to 0.

Ms. Zeamer made a motion to approve the minutes of October 24, 2016. Mr. Alfred seconded the motion and it was approved by a vote of 5 to 0.

Ms. Zeamer made a motion to approve the minutes of January 10, 2017. Mr. Alfred seconded the motion and it was approved by a vote of 5 to 0.

Mr. Alfred made a motion for the Committee to enter an Executive Session from which they would not return to discuss the possible acquisition property by the town. Mr. Murphy seconded the motion. The vote was as follows: Mr. Szajda, Yes; Ms. Zeamer, Yes; Mr. Murphy, Yes; Mr. Maxwell, Yes; and Mr. Alfred, Yes. The motion was passed 5 to 0. The meeting was adjourned at 8:15pm to Executive Session.

Respectfully submitted,

Vincent J. Murphy, Jr.

Clerk

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