

## Town of Holliston Finance Committee

### Meeting Minutes

July 11, 2017

#### DRAFT

The meeting convened at 7:00pm in Room 105 at Holliston Town Hall. In attendance: Chairperson Ken Szajda, Vice Chairperson Michelle Zeamer, Clerk Benjamin Sparrell, Vincent Murphy, Dan Alfred, Suzanne Nersessian and Tim Maxwell.

The first order of business for the meeting was the approval of transfers for deficit accounting groups for the end of the fiscal year.

Ms. Zeamer made a motion, seconded by Mr. Maxwell, to approve the transfer of funds in the amount of \$2,006.35 for supplies for professional development for Auxiliary Police department from Org. No. 01211, object 57100 to Org. No. 01211, object 55800. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$30,368.55 for the encumbrance for the Assessors' department from Org. No. 01141, object 51110 to Org. No. 01137, object 53000. A question was raised regarding transfer to a different Org. number. Ms. Zeamer made a motion to amend the transfer account Org. No. 01141, object 51110 to Org. No. 01137, object 51110. The motion, as amended, was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Mr. Alfred, to approve the transfer of funds in the amount of \$3,624. for surveillance software for the Holliston Police Department from Org. No. 01210, object 51115 to Org. No. 01210, object 52405. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$7,971. for injured on-duty exam charges for the Holliston Police Department from Org. No. 01210, object 51102 to Org. No. 01210, object 53000. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$1,429. for additional surveillance equipment for the Holliston Police Department from Org. No. 01210, object 51102 to Org. No. 01210, object 52405. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$526 for the Holliston Police Department from Org. No. 01210, object 51100 to Org. No. 01210, object 54200. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$1,208. for the Holliston Police Department from Org. No. 01210, object 51115 to Org. No. 01210, object 54200. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$500. for the Holliston Police Department from Org. No. 01210, object 51202 to Org. No. 01210, object 54200. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$1,657. for the Holliston Police Department from Org. No. 01210, object 51305 to Org. No. 01210, object 54200. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$375. for the Holliston Police Department from Org. No. 01210, object 51400 to Org. No. 01210, object 54200. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$3,869. for the Holliston Police Department from Org. No. 01210, object 51900 to Org. No. 01210, object 54200. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$9,225. for the Holliston Police Department from Org. No. 01210, object 51402 to Org. No. 01210, object 55810. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$4,000. for the Holliston Police Department for academy tuition for two recruits from Org. No. 01210, object 51115 to Org. No. 01210, object 57100. The motion was approved 7-0, no abstentions.

Ms. Zeamer made a motion, seconded by Ms. Nersessian, to approve the transfer of funds in the amount of \$3,095. for the Holliston Police Department from Org. No. 01210, object 51201 to Org. No. 01210, object 57100. The motion was approved 7-0, no abstentions.

Transfers were completed and the agenda moved to the approval of past minutes.

Mr. Alfred made a motion to approve as amended the Minutes of March 7, 2017. The motion was seconded by Ms. Nersessian. The motion was passed 6-0, with Mr. Sparrell abstaining.

Mr. Alfred made a motion to approve as amended the Minutes of April 11, 2017. The motion was seconded by Ms. Nersessian. The motion was passed 6-0, with Mr. Sparrell abstaining.

Mr. Alfred made a motion to approve as amended the Minutes of May 8 2017. The motion was seconded by Ms. Nersessian. The motion was passed 6-0, with Mr. Sparrell abstaining.

There was a discussion of topics for upcoming meetings including a draft financial policy review and the year-end balances for each of the funds, especially Capital Expenditure Fund.

The next meeting was scheduled for August 29, 2017.

Mr. Alfred made a motion to adjourn the meeting. Ms. Nersessian seconded the motion. The motion passed 7-0. The meeting was adjourned at 7:20pm.