

Town of Holliston Finance Committee

Meeting Minutes

September 12, 2017

The meeting convened at 7:05pm in Room 105 at Holliston Town Hall. In attendance: Chairperson Ken Szajda, Vice Chairperson Michelle Zeamer, Clerk Benjamin Sparrell, Vincent Murphy, and Tim Maxwell. Absent: Dan Alfred and Suzanne Nersessian.

Mr. Szajda requested the Finance Committee become members of the Massachusetts Association of Town Finance Committees. The \$210 annual membership fee would come from the Finance Committee budget for personal Services. Mr. Murphy made a motion to approve, seconded by Mr. Sparrell. The motion passed 5-0.

There was a problem with a water pump that needed to be replaced immediately. Ken made a motion to make a transfer of \$5,874 from the Reserve fund to 01440-54300. The motion passed 5-0.

Next, the Finance Committee discussed the police request for capital. The police are requesting \$99,765.62 for a fingerprint system, a photocopier/printer, and 2 cruisers. Mr. Murphy mentioned the town was not voting on requests for under \$10,000, so the police should request to purchase the photocopier/printer from within their own budget via a line-item transfers. Questions arose about this copier/printer: would it be compatible with equipment in the town to ensure efficiencies for ink and parts. The police consulted the technology department in town to ensure compatibility. The Finance Committee agreed the police did not need to speak about the capital requests in front of the Finance Committee.

Sean Reese from the DPW spoke about several capital requests for the DPW and the water. First, Mr. Reese mentioned the DPW needs to replace an older vehicle with a new pick-up and plow. The price is based on a state bid, and no additional vehicles will need to be replaced in the near-term.

The Finance Committee requested Mr. Reese look into maintaining all town buildings, including the schools. Mr. Reese was asked what would be required. The town should be looking to find efficiencies across departments to save money by combining services where possible.

Next, Mr Reese discussed several water projects that are in the October 30 Warrant:

- Article H is seeking to replace water main from the Water infrastructure account. There is uncertainty about placing the pump because the lot will need to be appraised. The town would spend \$100,00 from Water Surplus and \$1.7 million from the water infrastructure account.
- Article I would appropriate \$78,000 from the Water Surplus account for engineering and design of the water mains on Winter Street from Ashland Street to Washington Street.
- Article J to appropriate \$250,000 from the Water Surplus for an aeration power vent system for the Hopping Brook water storage tank to improve water quality and the removal of volatile organic compounds.
- Article K was discussed concerning appropriating \$33,600 from the Water Enterprise Account to be spent cleaning the tanks to meet state environmental standards.

The Finance Committee took up the Policy document for the Committee and the town. Discussion about the document was in a previous meeting. Mr. Szajda made the changes previously discussed. Mr. Murphy made a motion to approve the document and forward it to the Selectmen for their consideration, seconded by Mr. Sparrell. The motion was approved 4-0 (Mr. Maxwell had left the meeting).

Mr. Sparrell made a motion to adjourn the meeting, which Mr. Murphy seconded. The motion was passed by a vote of 4-0 and meeting was adjourned at 8:30pm.