

Town of Holliston Finance Committee

Meeting Minutes

January 16, 2018

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

The Committee discussed the 1% guideline requirement for budgets to be reviewed: the Committee would review budgets adhering to the 1% guideline.

Town Clerk Elizabeth Greendale presented the FY19 budget for Town Clerk's Office within the 1% guideline. Ms. Greendale returned the request for funding for Professional Development to this year's budget to support the critical need for training and education to implement the many changes to the voting requirements and for programs to assess appointed and elected seats on boards and committees. Mr. Maxwell asked whether there were extra costs for accommodating Public Records laws; for new dog licensing program; or for moving to online services. Ms. Greendale said there were none. Ms. Greendale presented a FY19 Elections budget request for three elections. She alerted the Committee to an uncertainty in the budget since the State has not yet decided about early voting for Primary Election scheduled for the day after Labor Day. She said that the warranty is expiring for the new voting machines and the budget included \$1,000 for a new service contract. She also mentioned the upcoming potential Automatic Voter Registration changes.

Board of Assessors' Chair John Cronin and Principal Assessor Kathryn Peirce presented a budget for the Assessors' office. The budget is above 1% guideline due to salary correction in FY18, representing a 2.7% increase in Personal Services. There is also an \$8,020 increase in Purchased Services for the service contract for the computer system. There was a discussion about the need for additional personnel specializing in commercial property to get a better handle on commercial properties in town to collect taxes that are not being assessed.

The budget review for the Economic Development Committee was postponed.

Town Administrator Jeff Ritter presented the budget for Solid Waste under the 1% guideline. He made note that the contract for trash service with Republic had not been re-bid in 25 years. The Sustainable Waste Committee will handle a new bid scheduled for January 2019. Mr. Ritter also presented the budget for Street Lighting which has a fixed cost with Eversource and a slight increase for the Downtown traffic lights project. Mr. Ritter said that there is a 2% salary increase in the Animal Control budget which is shared with Ashland. Ms. Nersessian asked whether the Town should go out to bid for these services. Mr. Ritter said that it would not be worth it. The Motor Vehicle Fuels budget request was presented under guideline. Other budgets under the Board of Selectmen presented by Mr. Ritter, Celebrations and Liability Insurance were under guideline.

Mr. Alfred made a motion to adjourn the meeting, seconded by Ms. Nersessian. The motion passed, 6-0 and the meeting was adjourned at 8:30pm.

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