

Town of Holliston Finance Committee

Meeting Minutes

January 29, 2018

The meeting convened at 7:03pm in Room 105 at Holliston Town Hall. In attendance: Chairperson Ken Szajda, Vice Chairperson Michelle Zeamer, Clerk Benjamin Sparrell, Tim Maxwell, Vincent Murphy and Suzanne Nersessian. Absent: Dan Alfred.

The meeting began with the presentation by Building Inspector Peter Tartakoff of the FY19 Budget Request for the Building Department. Mr. Tartakoff presented a budget request within the Committee's 1% guideline. Fiscal Year 19 adjustments included an offset resulting from lower maintenance costs for the electric car and adding to the Professional Development request. Mr. Tartakoff informed the Committee that he would be retiring as of November 1, 2018. Mr. Tartakoff also reported that construction in town is robust.

Treasurer/Tax Collector Mary Bousquet presented a FY19 Budget Request for the Treasurer/Tax Collector's office within the Committee's 1% guideline. Topics addressed included legal and other costs for foreclosures, accounting and strategies for online payment fees. Reporting on the Town's Debt Budget, Ms. Bousquet said the current debts will be expiring in FY19 through FY21.

Town Accountant Sharon Emerick presented a FY19 Budget Request for the Accountants Office. Topics discussed included: the increase in clerical staff hours from 18-25 hours and the value of cross-training throughout departments; the need for more clerical hours; the increase in Data Processing due to new chart of accounts; and the new financial policy out of Selectmen's office regarding hosting agreements. It was noted that the Benefits budget will be discussed later after the meeting with the West Suburban Group.

Ms. Zeamer made a motion to approve the minutes of October 10, 2017, as amended. The motion was seconded by Ms. Nersessian and passed unanimously, 6-0.

Ms. Nersessian made a motion to approve the minutes of January 9, 2018, as amended. The motion was seconded by Mr. Maxwell and passed by a vote of 5-0, Mr. Murphy abstaining.

A vote on the minutes of November 28, 2017 was postponed for review.

Mr. Szajda reported that the school committee and the teachers union had reached an agreement. The School Committee would provide costs for the contract. He also reported that DPW Director Sean Reese will present plans and costs for a Water Treatment Plant when he presents the department's budget request. He also discussed local aid expectations from the State.

Ms. Nersessian made a motion to adjourn the meeting. It was seconded by Mr. Murphy and passed 6-0. The meeting was adjourned at 8:23pm.

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