

Town of Holliston Finance Committee: Capital Subcommittee

Meeting Minutes

June 5, 2018

The meeting was convened at 7:00pm in room 105 at the Holliston Town Hall. In attendance: Sue Nersessian, Ken Szajda, and Ben Sparrell.

The Subcommittee reviewed the liaison list distributed by Ms. Nersessian. The Subcommittee requested the Town Administrator (Mr. Ritter who was in attendance of the meeting) add names and emails for the departments to the list.

It is important for the town to oversee the spending of capital and ensure the spending is on the project, on budget, and meets reasonable standards for quality and execution.

Meetings with departments would include validating information in the spreadsheet kept by the town that includes inventory of projects and assets for all departments.

The Subcommittee reviewed projects from the spreadsheet created by Monica Lamboy of the Collins Center on behalf of the town to determine what changes might need to be made to the spreadsheet. The spreadsheet would be discussed by Ms. Lamboy at the June 11th meeting of the Board of Selectmen.

Mr. Sparrell mentioned maintaining the spreadsheet on behalf of the committee after the June 11th presentation.

The Subcommittee discussed upcoming meetings: there will be a meeting on June 11th at 7pm when the Board of Selectmen met in room 105 of the Holliston Town Hall. There would also be a meeting on June 26th at 6:30pm before the Finance Committee meeting in room 105 at the Holliston Town Hall.

Mr. Szajda made a motion to adjourn. Mr. Sparrell seconded the motion. The motion passed 3 to 0. The meeting was adjourned at 8:05pm.