

## Town of Holliston Finance Committee: Capital Subcommittee

### Meeting Minutes

May 29, 2018

The meeting was convened at 7:16pm in room 105 at the Holliston Town Hall. In attendance: Sue Nersessian, Ken Szajda, and Ben Sparrell.

Mr. Szajda made a motion to nominate Ms. Nersessian and Mr. Szajda as co-Chairs of the Subcommittee. The motion was seconded by Mr. Sparrell and it was approved 3 to 0.

The Subcommittee discussed the information available including the spreadsheet maintained by Monica Lamboy at the Collins Center on behalf of the town.

The Subcommittee would discuss the contents of the spreadsheet (including asset inventories and upcoming projects) with each Town department. Ms. Nersessian indicated that she would create a list of liaisons with each department. Additional discussion revolved around when these meetings would take place.

There was some discussion regarding the composition of the Subcommittee. Ms. Nersessian made a motion to organize the committee with 4 Ex Officio members (Town Treasurer, Town Administrator, Town Accountant, and a representative from the Board of Selectmen) in addition to the three members from the Finance Committee (Ms. Nersessian, Mr. Szajda, and Mr. Sparrell). Only the members of the Finance Committee would be able to vote in the Subcommittee.

All town departments would be notified of meetings and could send representatives to discuss projects within their department.

Changes would need to be made to the list of upcoming projects after Ms. Lamboy presented the list to the Board of Selectmen on June 11<sup>th</sup>. Because the Board of Selectmen decided not to move forward with the new High School this year, the Schools will need to review the projects to see which projects will need to be included in upcoming capital requests.

The next meeting would be on June 5<sup>th</sup> at 7pm in Room 105 of 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.