

## Town of Holliston Finance Committee

### Meeting Minutes

March 19, 2018

The meeting convened at 7:04pm in Room 105 at Holliston Town Hall. In attendance: Chairperson Ken Szajda, Vice Chairperson Michelle Zeamer, Tim Maxwell, Sue Nersessian, Vincent Murphy and Dan Alfred. Absent: Clerk Ben Sparrell

Ms. Zeamer made a motion to approve the time sheet request for 13 hours for Nancy Farrell for meeting minutes for 12/4/18, 1/22/19, 1/29/19 and 3/12/19. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Superintendent John Evans and Accountant Dolly Sharpe presented an FY20 Budget Request for Keefe Technical School of \$19,778,463 that was approved by the Keefe School Committee Budget Subcommittee and was a 3.4% increase over FY19. Mr. Evans said that this increase would be offset by an expected increase in Chapter 70 funds from the State. Current enrollment at Keefe Tech is 746 students, 62 from Holliston (an increase of 3 over last year). Increases included health insurance costs, replacement of grant funding for some projects, a reorganization of custodial services, an additional instructor for Dental Assistants program and additional English language learners, with offsets of \$326,330. The Committee's follow-up discussion included: staff increase percentage number that Ms. Sharp will send; a rising enrollment trend without any town showing a significant trend, the good condition of the school building built in 1973; and the impact of change in health insurance provider. The Committee thanked Mr. Evans and Ms. Sharpe for their clear and detailed presentation.

Treasurer and Tax Collector Mary Bousquet presented the FY20 Budget Request for Employee Benefits of \$10,181,835 (with no allocations). Ms. Bousquet discussed changing Town's membership in the West Suburban Group. The deadline for the change is December 1, 2019; Ms. Bousquet plans take this up with the Board of Selectmen in the fall. Mr. Szajda thanked Ms. Bousquet for a job well done.

DPW Director Sean Reese first presented the FY20 Budget Request for the Highway Department that was within guideline. He discussed a proposed new position of Facilities Coordinator, salaried at \$85,000, that has been approved by the Board of Selectmen. Committee discussed capital and benefits costs for the position. Jay Leary, town resident at 146 Karen Circle, asked Mr. Reese about tree maintenance responsibilities. Mr. Reese reported that he was the tree warden and that Eversource had been responsible for removing 50 damaged trees. Mr. Reese also presented the Water Department's Budget Request for FY20 which included a salary increase to water operator staff member to \$52,504, approved by Board of Selectmen. Topics discussed included the consideration of the costs of contract negotiations and the costs of water pipes and treatment plant infrastructure projects. The Committee expressed appreciation for Mr. Reese's good work.

Board of Health Member Kylie Williams and Director Scott Moles addressed the Committee regarding the request for a 6% salary increase for Mr. Moles. Topics discussed reasons for increase which included an evaluation of this salary rate in surrounding towns, that the increase in responsibility due to septic approval requirements, that the increase would be offset by a decrease in other areas and that the Board of Health members would rather Mr. Moles have it. The Committee expressed concern that while the decision was within the purview of the Board of Health, the Town was ultimately responsible to the whole, and further expressed the need for uniform application of treatment.

Mr. Szajda said that the only remaining budget to review was for Solid Waste, delayed due to ongoing discussions with new vendor. He announced that at next week's meeting they would discuss the formulation of recommendations, capital appropriations and the revised budget for the Council on Aging. He also announced at meeting with the Board of Selectmen for a joint review of budgets.

Mr. Alfred made a motion to adjourn the meeting. It was seconded by Ms. Nersessian and passed by a vote of 6-0. The meeting adjourned at 8:38pm.

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