

Town of Holliston Finance Committee

Meeting Minutes

April 16, 2019

The meeting convened at 7:00pm in Room 019 at Holliston Town Hall. In attendance: Chairperson Ken Szajda, Vice Chairperson Michelle Zeamer, Clerk Ben Sparrell, Sue Nersessian, Vincent Murphy and Dan Alfred. Absent: Tim Maxwell

Library Director Leslie McDonnell addressed the Committee regarding the request for funds in the amount of \$10,000 for consultant services to develop a library building program document that would articulate the library's vision of the future and serve as a set of instructions to the architect.

Upper Charles Conservation Association member Dawn Durning Hammond presented budget and investment return information on the proposed position for a Sustainability Coordinator for Holliston. Topics discussed included how the position might be shared with Sherborn; other communities that have hired sustainability coordinators; the opportunity for public education on climate change issues; and how to move forward with a citizensqpetition. Ms. Durning-Hammond emphasized their perspective that there is a critical need to move forward on these issues. The committee asked for the text of the motion be provided for review to understand what was being requested.

The next topic of discussion was the proposed Facilities Manager position within the Department of Public Works. Committee members expressed concern that the position has not yet been clearly defined. Mr. Szajda said that there has long been a need for such a position, but that it needs to include the schools. Mr. Alfred suggested taking the \$85,000 salary out of the budget and sending a letter to the Board of Selectmen to request more clarity.

Mr. Szajda reported that without the \$85,000 for the Facilities Manager position the budget's bottom line was \$174,256. The Committee discussed the amount of local aid that might be available from the State. The Committee considered departmental requests from the Library, the Rail Trail Committee, the School Department and the Police Department. Mr. Alfred suggested the Committee recommend the funding of an additional police officer and \$100,000 in additional funding to the School Department for two priorities. Mr. Alfred highlighted the impact of contractual obligations on other needs.

The Committee proceeded to voting on their recommendations on departmental budgets:

Ms. Nersessian made a motion to recommend the request for \$301,855 for the Board of Selectmen's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$1,525 for the Finance Committee's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$160,280 for the Town Accountant Office's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$225,270 for the Board of Assessors' Office FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$337,464 for the Treasurer/Collectors Office FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the transfer of \$315,000 to the Reserve Fund for FY2020. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$143,635 for the Technology Department's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$156,158, and adding an add'l \$150 for the Town Clerk's Office FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$21,933, Elections FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$52,149 for the Conservation Commission's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$87,597 for the Planning Board's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$11,407 for the Zoning Board of Appeals' FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$282,600 for the Public Buildings FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$3,017,789 for the Police Department's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$13,764 for the Auxiliary Police Department's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$870,397 for the Fire Department's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$163,689 for the Building Department's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$11,276 for the Emergency Management FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$38,000 for the Animal Control FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$34,947,263 for the School Department's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$1,252,946 for the Keefe Technical School's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$1,361,642 for the Department of Public Works (Highway)' FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$62,430 for the Streetlighting FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$115,000 for the Motor Vehicle Fuels FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$144,733 for the Board of Health FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$230,392 for the Council on Aging's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$128,106 for the Youth and Family Services FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$68,653 for the Veterans Services FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$507,717 for the Library's FY2020 budget. Mr. Murphy seconded the motion and it was passed by a vote of 5-0, Mr. Alfred abstaining.

Ms. Nersessian made a motion to recommend the request for \$124,218 for the Park Commission's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$2,310,392 for the DPW/Water FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 5-1, Mr. Murphy dissenting.

Ms. Nersessian made a motion to recommend the request for \$477,535 for the Ambulance FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$12,673 for the Economic Development Committee's FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$2,000 for the Celebrations FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$250,000 for the DPW/Snow and Ice FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$1,287,851 for the Solid Waste FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$5,767,481 for the Group Insurance FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$3,870,207 for the Benefits FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$5,298,869 for the Debt Service FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the request for \$275,572 for the liability Insurance FY2020 budget. Mr. Alfred seconded the motion and it was passed by a vote of 6-0.

Town Accountant Sharon Emerick reported that a discrepancy had been found in the Accountant's Office budget that was being corrected. Mr. Alfred suggested reducing the capital Expenditure Fund contribution by \$50,000 to make up the difference.

Ms. Nersessian made a motion to reconsider the recommendation for the Accountant's Office. Mr. Alfred seconded and the motion passed by a vote of 6-0. Ms. Nersessian made a motion to recommend the request for the Accountant's budget at \$173,356 and the Treasurer's budget of \$383,406. Mr. Alfred Seconded the motion and it was passed by a vote of 6-0.

The Committee voted on their recommendations for Warrant Articles:

Ms. Nersessian made a motion to raise and appropriate \$1,237.46 to pay unpaid bills as mentioned on Article 6: Pay Unpaid Bills. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend indefinite postponement on Article 7: Current Fiscal Year Transfers. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend favorable action on Article 8: Authorize Board of Selectmen to Sell Surplus Equipment on. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend favorable action on Article 9: Authorization to Expend Chapter 90 Funds. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend favorable action on Article 10: Revolving Fund Spending Limits. Mr. Alfred seconded and the motion passed by a vote of 6-0.

For Article 11, Ms. Nersessian made a motion to make a recommendation that the exemption remain at 20%. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend favorable action on Article 12: Circuit Breaker Income Adjustment to Deferral Applicants. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend favorable action on Article 13: Amend Interest Rate Per Annum. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend favorable action on Article 14: Amend Income Requirements. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend that the Town raise and appropriate \$1,750,000 for the capital expenditure fund (Article 16). Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the Town vote to appropriate \$963,483 from the Capital Expenditure Fund to fund the purchase of the following items:

Department	Item/Activity	Estimated Cost
DPW	1 Dump Truck	\$142,000
Town Clerk	Records Management System	\$26,400
Selectmen	Replace Town Hall Front Doors	\$23,000
Schools	Chromebooks	\$165,000
Schools	Networking Infrastructure	\$32,583
Schools	Kamitian Field Visitor's Bleachers	\$50,000
Schools	Placentino/Miller Parking Lot Repairs	\$25,000
Schools	Wheelchair Bus/Van	\$55,000
Schools	Curriculum Materials for Elementary Pilot	\$40,000
Schools	Exterior Security Camera System	\$100,000
Selectmen	Trash and Recycling Carts	\$302,500
Fire Department	Modifications to municipal fire alarm system	\$25,000

Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to make a recommendation for favorable action at Town Meeting on Article 18: Report of the Community Preservation Committee. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend indefinite postponement on Article 19: Transfer from the Stabilization Fund. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend that the Town appropriate \$600,000 from Water Retained Earnings for Water Treatment Plant. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend the Town raise and appropriate or transfer from available funds \$10,000 for Article 22: Library Consultant. Mr. Sparrell seconded and the motion passed by a vote of 5-0, Mr. Alfred abstaining.

Ms. Nersessian made a motion to recommend for favorable action on Article 23: Solar Panels at Landfill. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend indefinite postponement on Article 25: Blair Square Improvements. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to recommend that the Town raise and appropriate \$1,000 under Article 26: Maintenance and Repair of the Upper Charles River Rail Trail. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Ms. Nersessian made a motion to make a recommendation at Town Meeting on Article 33: Sustainability Coordinator Position. Mr. Alfred seconded and the motion passed by a vote of 6-0.

Mr. Alfred made a motion to adjourn the meeting. Ms. Nersessian seconded the motion and the meeting was adjourned at 9:38pm.