

Town of Holliston  
Finance Committee  
Meeting Minutes  
March 3, 2020

The meeting convened at 8:00 pm in Rm 105 at Holliston Town Hall. In attendance: Chairperson Ken Szajda, Vice-Chair Benjamin Sparrell, Daniel Alfred, Tim Maxwell, Sue Nersessian, and Michelle Zeamer. Absent: Clerk Vincent Murphy.

From the Technology Office, Chris Meo came in to discuss the 2021 budget. The Technology department submittal was within guidelines. They received a state grant to offset increases in other contracts. The town obtained the grant from the Executive Office of Technology Services and Security for cyber security training for the town staff. Chris will work with the Town's insurance broker to train any new staff not covered by the state grant. There was additional discussion concerning windows upgrades and leveraging software across all departments. A separate meeting with Chris will be set up to discuss the town cyber security.

From the Treasurer's Office, Mary Bousquet came in to discuss the FY21 Benefits budget. Growth in FY21 budget is associated with County Retirement and Health Insurance costs. County Retirement needs to be fully funded by 2040 and the Town's Auditor has recommended that the town establish a stabilization fund for it. Active employee life insurance cost is up 5.2%. There is \$50k in the budget for health insurance consulting to explore alternate plans in FY21.

From the Parks Office, Mark Frank came in to discuss the Park department's FY21 budget. Currently, expense growth is exceeding revenue growth. The costs driving the expenses are field maintenance and improvement of current facilities. The highway department had helped with the field maintenance in prior years, however they are only able currently to do grass cutting. The remainder of the maintenance has been contracted out, resulting in additional costs. This issue will be raised with the new Facilities Manager. The Park department will be evaluating fees for this coming year based on investments made to fields. A park consultant was hired to assist with refurbishing the town beach, a plan was developed to divert water flow around the beach allowing for new sand to be brought in. There was also discussion of a Park Warrant Article for improvements at 1750 Washington St. There is a compliance issue with sidewalk repair at that location. After further discussion, it was decided that the repair should be done now due to compliance issues and not wait for Town Meeting. This will be funded out of the existing budget. A detailed plan of what needs to be done immediately will be provided and addressed with the Facilities Manager.

From the Board of Health, Scott Moles came in to discuss the Board of Health's FY21 budget. Additional clerical support is required, Scott needs to go back and determine how the clerks will be compensated for that support. The Sharps program requires an additional \$750 to continue

funding needle disposal for the town. There was additional discussion concerning funding for public health issues like COVID-19 and EEE. Scott said that there are other funding mechanisms in the event additional funds are required.

The Chairperson mentioned there was a Tri-Board meeting the following day driven by the SOI process for the School Department. It was also noted that there was no prior advanced notification of the meeting date or time to the broader Finance Committee members. The Selectmen need to develop a town strategy to prioritize town projects, this meeting will assist with that effort.

Mr. Maxwell made a motion to adjourn the meeting, with Mr. Alfred seconding. The motion was approved 6-0 and the committee adjourned at 9:34 pm.