

Town of Holliston

Finance Committee

Meeting Minutes

July 14th, 2020

The meeting was held under the guidelines that were issued because of the emergency caused by the COVID-19 Virus. All participation for this meeting was through remote attendance. In addition, all votes taken during this meeting were done as a roll call vote.

Mr. Szajda called the meeting to order at 7:02PM. In attendance were Chairperson Ken Szajda, Vincent Murphy, Vice-Chair Daniel Alfred, Tim Maxwell, Sue Nersessian, Michelle Zeamer, and Clerk Mark Whittaker.

Other notable attendees included:

Peter Barberi, Mary Greendale, and Lesley Conelly all of the Board of Assessors

Ben Sparrell and Tina Hein of the Select board

Mark Frank, Director of Recreation of the Parks and Recreation Department

Chief Cassidy, Fire Chief and Emergency Management Director

James Keast, facilities manager

The meeting began with the deferral of approval of minutes since final edits were still in progress.

Ken stated that he had emailed the Town Accountant and had not heard back from her about any further transfers and therefore assumed that there were none.

Stipend for Board of Assessors:

The Board of Assessors addressed the Fincom about the recommendation to reduce their stipend. An hour-long discussion reviewed the history of the stipend, why the assessors felt it was deserved, and the process by which the recommendation was made by the Fincom. In the end it was stated that regardless of how Town Meeting acted on the recommendation, that the entire topic of stipends for elected officials should be reviewed for FY22 since it was unclear why the Assessors deserved a \$2,500/year stipend when the Select Board stipend was only \$50 (\$75 for the Chair) and no other elected officials received any stipend.

Article 14 (CPC):

Mark Frank raised an issue with Article 14—that the Select Board had omitted a \$10,000 expense from CPA funds to cover the cost of drainage updates at Stoddard Park. The Fincom agreed that the inclusion of this money would not change their recommendation for favorable action.

COVID-19 response update:

Chief Cassidy noted that financially our emergency response was still in good shape. He had procured additional PPE and said our PPE inventory was satisfactory. He noted that the Select Board had

approved use of \$6,000 from the CARES act funding for portable air conditioning to be used for town meeting on July 20th.

Other business:

Salary ranges and comps for Police Chief, and town administrator has been disseminated to the Finance Committee, however additional questions were raised so no recommendation was voted.

Ken asked the Facilities Manager about the status of the Woodland Street cleanup. James Keast stated that the project is “essentially done” but they are awaiting the official written documentation from DEP so they can finish the project. He said the hazard is gone and there is no additional spend anticipated.

Ken also asked Mr. Keast about the status of the doors at Town Hall since money for repair was approved years ago and work has still not been done. Mr. Keast said that the bids for the original updates from 2 years ago did not include door hardware. The new bid is going out now, and responses are expected by mid-August. James Keast stated that he expects that the new doors will be installed in mid-October.

Sue Nersessian asked Mr. Keast about the status of the parking lot at Caseys since that work was supposed to have been done last summer (2019). She raised the issue to inform the incoming Town Administrator, Mr. Keast and the Select board that these outstanding items that Town Meeting approved (the doors on Town Hall, and the Parking Lot by Casey’s) need to get done.

There was discussion about the pre town meeting to occur Monday July 20th, at 6 PM via Zoom.

Dan Alfred, seconded by Sue Nersessian, made a motion to adjourn. The motion passed 7-0 and the meeting was adjourned at 8:47pm.