

**Town of Holliston**

**Finance Committee**

**Meeting Minutes**

**March 23rd, 2021**

The meeting was held remotely under the guidelines that were issued because of the emergency caused by the COVID-19 virus. All votes taken during this meeting were done as a roll call vote.

Mr. Szajda called the Finance Committee to order at 7:01PM. In attendance were Chairperson Ken Szajda, Vice Chair Dan Alfred, Sue Nersessian, Vincent Murphy, Michelle Zeamer, Tim Maxwell, and Clerk Mark Whittaker.

Other notable attendees included Town Administrator Travis Ahern, Select Board Vice Chair Tina Hein, Anne Louse Hanstad of the Holliston School Committee, Superintendent of Holliston Schools Susan Kustka, Business manager of Holliston Schools Keith Buday, Keefe Tech Superintendent Jon Evans, Director of Finance and Business Operations at Keefe Tech Dolores "Dolly" Sharek.

Administrative tasks:

No administrative Tasks were undertaken.

Budget Reviews:

Jon Evans and Dolly Sharek presented the Keefe Tech budget request of \$21,909,422, a 3.68% increase. The Holliston allocation would be \$1,421,995, which represents an increase of \$207,638, or 17.1%. The increase is primarily due to an increase in students from Holliston attending Keefe Tech. Other factors that contributed to the overall 3.68% increase include new positions, and increases to benefits costs, transportation costs, and energy costs.

Town administrator updates:

Travis Ahern gave updates on several items. Notable updates included:

1. LRRP program through the state has been kicked off, however nothing is likely to appear on the warrant for town meeting in May related to that program.
2. ARPA (American Rescue Plan Act) – Not much information has been given at this point as to allocation or guidance as to how funds may be spent. Dan Alfred pointed out that this is designed to be recovery money for the next 4 years and should not be viewed as a financial 'windfall' to be spent immediately.
3. Per an earlier Finance Committee discussion, Travis is looking at the org structure in town hall to see if there are options for additional use of the position requested for the Town Clerk's office.
4. The proposed project at 555 Hopping Brook will be discussed at the Select Board meeting on March 29<sup>th</sup>.
5. The Warrant for the May Town Meeting will be closed on March 29<sup>th</sup>. All submissions must be in by March 29<sup>th</sup> at 4pm.

Liaison updates:

Michelle Zeamer requested to have the Sustainability Coordinator present at a future Fincom meeting.

Covid Financial Report:

Chief Cassidy stated Holliston posted about \$32,000 to Munis against the CARES Act Funds, most of which went to round three of the rent and mortgage relief program. Chief Cassidy also stated that the PPE supply continues to be strong. Ken Szajda requested an up to date CARES ACT spending tracking sheet.

Capital Sub Committee-

Tim Maxwell stated that Sue Nersessian was stepping down from her role on the Capital Sub Committee. Dan Alfred made a motion to appoint Vincent Murphy to the Capital Sub Committee to replace Sue Nersessian. This was seconded by Sue Nersessian. The Motion Carried 7-0.

General announcements and FY22:

Ken Szajda stated that our real discussion related to the budget will be commencing after the Holliston Schools present their budget request next week. Ken Szajda asked when the warrant would be available for review. Travis Ahern stated it should be available as early as mid-April.

Dan Alfred made a motion to enter executive session with the School Committee to discuss strategy with respect to collective bargaining from which we will not return to open session, which was seconded by Sue Nersessian. The motion passed 7-0 and the meeting was adjourned to executive session at 8:17 PM.