

**Town of Holliston**

**Finance Committee**

**Meeting Minutes**

**April 22nd, 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.

Dr. 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, Vice Chair Tina Hein of the Holliston Select Board, and Clerk Mary Greendale of the Holliston Board of Assessors.

**Budget Reviews:**

Travis Ahern pointed out that revenue from the state went up by about \$20,000, and charges and offsets also went up by more than \$20,000 for a net decrease of \$4,000 in the latest cherry sheets.

Travis then updated the Finance Committee on a presentation format for TM that he believes will simplify presentation. The proposed format does not break the budgets down into the four usual buckets (instead using only two for most budgets). With the simplified format, many line item transfers that occur within budget lines won't need Finance Committee or Town Meeting approval. The Town Accountant will be responsible for verifying that money does not get inappropriately moved around within a budget.

Travis updated the finance committee on his budget model. He explained how a new position would be shared between the Town Clerk, the Board of Health, and the Select Board office. The 26<sup>th</sup> police officer had been removed, reducing the budget for the Police Department. The Holliston DPW had an addition of \$10,000 for outsourced street sweeping (which eliminated a capital request for a new street sweeping machine). DPW facilities budget had high touch cleaning costs removed. The cost for wastewater treatment has increased due to general increases in pricing associated with maintaining the facility. Liability insurance increased significantly due to a large loss ratio.

Travis presented the Board of Health budget request with a \$7,000 decrease as a result of the shared position that was created.

Travis updated the Finance Committee on the Parks and Rec budget stating that he is in favor of the buildings and grounds position requested. Travis stated that this position will be funded by CARES or ARPA for the time being, but the town should be expecting this position to be tax supported in the coming years.

Ken Szajda presented the final version of the committee's budget spreadsheet so that the committee could vote on recommendations for the May Annual Town Meeting.

Vincent Murphy made a motion that the finance Committee recommend the following budgets for FY22 for approval at Town Meeting:

Select Board \$453,615

Finance Committee \$1,525

Reserve Fund \$325,000

Town Accountant \$180,125

Treasurer Collector \$427,241

Technology \$294,421

Town Clerk \$170,768

Elections \$14,534

Conservation Commission \$55,518

Planning Board \$105,599

Zoning Board of Appeals \$11,055

Economic Development \$14,067

Public Buildings \$0

Sustainability \$50,000

Police \$3,204,926

Auxiliary Police \$13,902

Fire Department \$948,749

Ambulance \$587,084

Emergency Management \$22,589

Animal Control \$38,000

Schools \$37,098,523

Keefe Tech \$1,421,995

DPW Highway \$1,472,392

Facilities \$274,885

DPW Snow and Ice \$250,000

Street lighting \$677,470

Solid waste \$1,318,183

Wastewater treatment \$97,700

DPW Motor Vehicle Fuels \$105,000

Council on Aging \$268,868

Youth and Family services \$161,530

Veterans Services \$94,433

Rail Trail \$1,000

Celebrations \$2,000

Debt Service \$ 2,405,138

County Retirement \$2,375,731

Workmen's Comp \$311,589

Unemployment \$100,000

Employee Benefits \$7,731,499

Liability insurance \$320,291

DPW Water department \$2,513,721

These recommended budgets were seconded by Dan Alfred. This motion passed 7-0.

Vincent Murphy made a motion to recommend a library budget of \$527,808 for FY22. This motion was seconded by Tim Maxwell. The motion passed 6-0-1 with Dan Alfred abstaining.

Vincent Murphy made a motion to recommend a building inspector budget of \$168,079, and a Board of Health budget of \$173,229 for FY22. This motion was seconded by Dan Alfred. This motion passed 7-0.

Vincent Murphy made a motion to recommend a Parks Commission budget of \$141,929 for FY 22. This motion was seconded by Sue Nersessian. The motion passed 7-0.

The Assessors budget was discussed in detail, but a vote deferred to the next meeting since more information was needed.

Dan Alfred made a motion to adjourn, which was seconded by Sue Nersessian. The motion passed 7-0 and the meeting was adjourned at 9:05 PM.