

Town of Holliston
Finance Committee
Meeting Minutes
January 7, 2020

The meeting was convened at 7:00 pm in room 105 at the Holliston Town Hall. In attendance were Ken Szajda, Timothy Maxwell, Daniel Alfred, Sue Nersessian, Michelle Zeamer, Ben Sparrell and Vincent Murphy.

No administrative business needed to be taken care of at the meeting tonight.

A discussion was held regarding the FY21 budget as well as the salaries for the department heads. The recommendation would be for department heads who received adjustments, is that the salary assumption is that it is flat with the annualized amount from 2020. Mr. Cronin from the Select Board spoke and stated that the Town approved a \$75K account to pull together the increases associated with those department head salaries. They had a discussion in October about the annualized figure which came in at about \$96K. Impact of 2021, Town approved 75% of that impact. Ms. Zeamer made a motion that our guideline for the managerial salaries that were increased last year are annualized in our budget guidelines but do not incur a 1% increase, seconded by Mr. Maxwell. The motion passed 5-1-1 with Mr. Alfred opposed and Mr. Sparrell abstaining.

Mr. Cronin of the Select Board updated on their meeting on 1/6 on review of budgets for motor vehicle fuel, waste hauling contract, street lights and animal control. They approved the motor vehicle fuel at a level funding, street lights at level funding and the waste hauling contract is projecting a savings in FY21. We are inclined to deliver the savings to your balance sheet but we have asked Mr. Ritter before that happens they approved a level budget which includes the savings in it of about \$80K, with a contingency that Mr. Ritter develop a model for us to consider adding waste hauling services to small businesses in town. He was supposed to be meeting with E.L. Harvey to come up with some model of how much of that cost would be passed along to small businesses and whether or not we can reasonably bring those people into the service which we've desired. Based on that information we were going to present that budget to you and say you guys can take the \$85K or whatever the surplus is and go in peace or accept the fact that we would like to take a portion of that and apply it to small businesses which we have heard from that want to have that business benefit of having trash and recycling services. Just don't know scope yet. Animal Control there was a lot of citizen input on that MOU with Ashland and we want to improve service with Ashland. Animal Control was supposed to be level funded, we pulled back a bit and want to have the ACO in to discuss what those services are going to be what if any impact that will have on the budget needs. Might be a little give back too on the downtown light project. He thinks there is around \$90K left in that project spent some on McMahon on some tweaking and the Select Board approved up to \$24K

on the light sequencing and things like that. So between what is billed by McMahon and the \$24K will get a give back on this as well.

Next up, the Select Board last night had their edits to the policy document they have made it a joint document and they increased under the Water Enterprise Fund the last sentence of the policy they changed “at least 10% to not less than 10%” that’s the recommended wording change there. Last thing was the investment return rate of 8.38% under retirement section. Motion to accept Select Board’s recommendation for changes to the Financial Policy document mad by Mr. Maxwell and second by Mr. Murphy. Motion passed 7-0.

Last item is the meeting with the rating agency with Mary Bousquet, Town Accountant and Town Administrator. Mary Bousquet will be running the show. Dr. Szajda to inquire about attending the meeting also.

Dr. Szajda stated there will be meetings pretty much weekly until the spring Town Meeting.

Mr. Alfred made motion to adjourn, which was seconded by Mr. Maxwell. The motion passed 7-0 and the meeting was adjourned at 8:28 pm.