

Town of Holliston
Finance Committee
Meeting Minutes
June 30, 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 7:02 pm. In attendance were Chairperson Ken Szajda, Vice Chair Daniel Alfred, Clerk Mark Whitaker, Michelle Zeamer, James Robinson, and Vincent Murphy.

In terms of item #1 on our agenda, Dr. Szajda did not have the minutes ready, but will get to them over the upcoming holiday weekend. Will have them for the next meeting.

Next up on the agenda is the Fiscal Year 2021 end of year line item. First on the list was \$650 for Office Supplies and 2 chairs from the Select Board. Dr. Szajda stated that Iris had just arrived to the meeting, time being 7:05 p.m. Dr. Szajda entertained a motion to approve the line item transfer from Select Board Professional and Technical Organization 01122, Object \$53,000 to Office Supplies Organization 01122, Object \$54,200 the amount of \$650, Mr. Alfred moved and Ms. Zeamer seconded the motion. Motion passed 7-0.

Mr. Whittaker asked Dr. Szajda if they had to go through every one of them and do a roll call vote and Dr. Szajda said yes as it is the requirement of the law. Dr. Szajda then asked if they could just batch approve everything and Mr. Whittaker said yes. Dr. Szajda stated that he had more information regarding the explanation of each of the line items. First up was a phone bill for the accountant; next is Other Town Clerk, explanation of dog tags and toner; next is paper towels, trash bags and water, public building says water also; search repairs, software licenses and annual maintenance fee; uniform and equipment for officers; medical supplies ordered in June for the fire ambulance; safety portal maintenance fee and monthly reimbursements; two late bills submitted after ATM transfers; two rooftop exhaust fans, part-time salaries to cover maternity leave and repairs to large circular pump. Mr. Ahern stated that he just wanted to put up a blanket statement that the four in red are moving one budget to another and the rest are moving one bucket to another within the departmental budget. Dr. Szajda stated he will need to make a very long motion and then Mr. Alfred stated they will need two motions technically. Dr. Szajda then read the motion to recommend all the transfers listed on the table except for line #1 from the Select Board for \$650 and the bottom two lines for the Library, so lines 2 through Youth and Family Services to approve the transfers as shown there. So moved by Mr. Alfred and seconded by Mr. Whittaker. The motions passed 7-0.

Mr. Ahern stated there has been discussion at the state level as to cannabis regulations if we should be changing the drug testing but at this point municipalities have pretty much stayed the course because marijuana is legal, still require employees not use it while employed for municipalities.

Library Trustees said all transfers for them were unofficially ok with them in the sense that they are not going to meet so they just said it was fine.

Motion to approve the two line item transfers for the Library as shown in the table, one in the amount of \$2,700 and the other in the amount of \$730, so moved by Mr. Murphy and seconded by Mr. Whittaker. Motion passed 6-0-1 with Mr. Alfred abstaining.

Liaisons is a system in use that assigns pretty much everything that has a financial component to it. We assign a liaison to that item, department, committee to allow for a mechanism between the item and Finance Committee. Dr. Szajda asked the current members if they want to change any of their current assignments. Mr. Murphy wanted to change up Schools so Mr. Alfred is going to come off as liaison to Schools and he would like to be added to Parks in place of Sue. Dr. Szajda will be moving assignments on the easier ones around to new members, not putting Mr. Robinson or Ms. Sobchak on the big budgets. Dr. Szajda asked if either of them had any preference, and Ms. Sobchak said she didn't have anything in particular and Mr. Robinson wants Technology budget, wants to work with Technology (Chris Meo) and also would like Parks with Mr. Alfred, Rail Trail and Gold Course Advisory since has worked with Deb Moore.

Mr. Sparrell spoke and said don't even look at the agenda because everyone of their meetings is going to have something about money so having a Finance Committee member at every one of our meetings is a good thing.

Mr. Alfred stated that we don't have a liaison for Governance Committee and Mr. Alfred does not want to do it. Mr. Robinson volunteered to sit in on Governance instead of Select Board if they don't have someone so there are a fresh set of ears.

Last on agenda is the future meeting schedule and next meeting before July 15. That gives us the 6th or 13th. Dr. Szajda asked Mr. Ahern if he knew when they would have the issue resolved with solid waste. Mr. Ahern stated that if they could pull it together by the 13th and pull it off before the 7/15 deadline. Dr. Szajda saw 4 hands so they will have a quorum present so the next meeting is scheduled for July 13th. Mr. Robinson asked if it would be over zoom and Dr. Szajda stated that it would be zoom.

Mr. Alfred made a motion to adjourn which was seconded by Mr. Murphy. The motion passed 7-0 and the meeting was adjourned at 7:58 p.m.