

**HOLLISTON FINANCE COMMITTEE
MEETING MINUTES
May 5, 2014**

Meeting was convened in the library of the Holliston High School and called to order at 6:00PM . Members present at the opening of the meeting were Ken Szajda, Michelle Zeamer, Dan Alfred, Charlie Kaslow and Bill Dowd. Beth Liberty joined the meeting at 6:04PM and Brendan Shea joined at 6:27PM.

Chairman Szajda raised the issue of the capital items as the first item of business. The two capital items under consideration were the dump truck (for the Highway Department) and the engineering study for the Senior Center parking lot expansion. Initially, Chairman Szajda commented to Bill Dowd that he had been in contact with the Board of Selectmen who supported the engineering study for the parking lot as any plan for a new senior center would be at least five years out. Charlie Kaslow inquired whether there was any estimate for the cost of the actual site work for the expansion. Chairman Szajda commented that at this point there was no estimate as the study would define the scope of the work. Chairman Szajda polled the committee to determine the general position of the members on the item. There ensued discussion among the members on the issue. Chairman Szajda confirmed the amount of the item was \$21,000 after checking with the Town Administrator. Chairman Szajda commented that the cost was anticipated to be in the area of \$100,000. Chairman Szajda discussed potential timing of the article with the committee, specifically whether to endorse the article but defer it to fall town meeting.

Chairman Szajda then introduced the capital item of the dump truck for the Highway Department and polled the committee for positions and comments. He relayed that the vehicle they sought to replace was taken out of service during several snow storms this past winter. Charles Kaslow inquired what the nature of the repairs were and whether they corrected the issue. Dan Alfred commented that he agreed with Bill Dowd that he preferred that the capital plan be developed prior to major capital expenditures. Charles Kaslow inquired what cost of maintenance would be to make the truck reliable as opposed to replacing it. He further questioned whether the Highway Department had presented this request as a safety of a maintenance issue. Chairman Szajda commented that he did not want to put words in anyones mouth but he believed it was a safety issue. Bill Dowd noted that the town replaced a dump truck last May on an emergency basis due to a structural failure of the truck and that the FinCom turned down a similar request in the fall. Chairman Szajda commented that looking at the age of the vehicle, the reported reliability issues and the maintenance costs were the factors that he traditionally considered when evaluating similar requests for vehicle replacement. He commented that the subcontractor alternative costs should be considered as this vehicle is a large piece of equipment with a substitute that may not be readily available when needed. Chairman Szajda stated that the Board of Selectmen supported the replacement / article. The fact that several replacements were funded recently highlighted that in the future those vehicles would likely need to be replaced in short period of time as opposed to spreading out the major replacements as a capital plan would seek to do. The consensus of the FinCom was generally favorable but Charles Kaslow commented that he was on the fence in the absence of a capital plan. Chairman Szajda commented that it was the FinCom's failure to have a capital plan. Bill Dowd corrected by stating that the responsibility lay with the town

administrator and the department heads by charter and that he did not favor funding capital items until there was a plan in place. Chairman Szajda commented that he believed the need was genuine as there have been a lot of patches applied previously.

Dan Alfred made a motion to reconsider article 15, which was seconded by Michelle Zeamer. This motion was not voted upon before proceeding. There ensued additional discussion among the committee members on the dump truck and senior center parking lot study both on merits and timing. Chairman Szajda after polling the committee members determined that there existed a consensus to support both items. He proposed motion wording that the committee recommended supporting \$130,000 for the dump truck and \$21,000 for the senior center study. Michelle Zeamer made a motion that for article 15, the committee recommend \$130,000 for the dump truck with plow and \$21,000 for the senior center parking lot engineering study be appropriated from the capital fund. Motioned was seconded by Dan Alfred. The committee then proceeded to a vote with Ken Szajda, Michelle Zeamer, Beth Liberty, Dan Alfred, Brendan Shea and Charles Kaslow voting yes and Bill Dowd voting no, there were no abstentions.

Chairman Szajda then moved on the agenda to consideration of articles 21 thru 23. Michelle Zeamer made a motion, seconded by Dan Alfred to recommend indefinite postponement of articles 21 thru 23. The committee then proceeded to a vote with Ken Szajda, Michelle Zeamer, Beth Liberty, Dan Alfred, Brendan Shea, Charles Kaslow and Bill Dowd voting yes, there were no abstentions. Bill Dowd noted that there remained some significant financial issues with the water department that required the committee's attention at the earliest opportunity following town meeting.

Chairman Szajda then moved on the agenda to consideration of the CPC items. He advised that Frank Chamberlain had contacted him in regard to housekeeping items on various accounts. He summarized the scope as three items. First item was in regard to money that had been appropriated under article 17 in last year's warrant for the acquisition of about 24 acres and want to extend to June 30, 2015 as the article has a sunset provision. Second item was for the management plan for Lake Winthrop in the amount of \$17,000 to also be extended to June 30, 2015. Third item was to take \$7,000 from the budget to move to the housing trust.

Take \$200,000 from the CPC to fund Holliston Housing Trust. Bill Dowd inquired who would administer and control those funds once transferred, Ken advise that it would be the Housing trust and that they would not need to come back to town meeting to spend them. Bill Dowd also commented that there were a number of open issues with the CPC that could have been addressed previously.

Dan Alfred made motion which was seconded by Michelle Zeamer to recommend approval of article 16 to recommend favorable action for projects recommended by the CPC. The committee then proceeded to a vote with Ken Szajda, Michelle Zeamer, Beth Liberty, Dan Alfred, Brendan Shea, Charles Kaslow and Bill Dowd voting yes, there were no abstentions.

Michelle Zeamer made motion which was seconded by Dan Alfred to reconsideration of article 26. The committee then proceeded to a vote to reconsider article 26 with Ken Szajda, Michelle Zeamer, Beth Liberty, Dan Alfred, Brendan Shea, Charles Kaslow and Bill Dowd voting yes, there were no abstentions. The committee then proceeded to a vote with Ken Szajda, Michelle Zeamer, Beth Liberty, Dan Alfred, Brendan Shea, Charles Kaslow and Bill Dowd voting yes, there were no abstentions. Michelle Zeamer made motion which was seconded by Dan Alfred to indefinitely postpone article 26. The committee then proceeded to a vote with Ken Szajda, Michelle Zeamer, Beth Liberty, Dan Alfred, Brendan Shea, Charles Kaslow and Bill Dowd voting yes, there were no abstentions.

Chairman Szajda then moved on the agenda to consideration of fire truck. The issue of borrowing was engaged by the committee as the amount needed was apparently not sufficiently large to warrant the town borrowing. The potential of having the manufacturer finance was raised and determined to be not permitted for legal or statutory reasons. Chairman Szajda advised that the warrant article is solely to rescind the borrowing authority. Chief Cassidy advised that no purchase order had yet been issued for the new fire truck. Bill Dowd stated that no action was necessary at this meeting and that the funding could be addressed in the fall after it was further discussed and reviewed. The committee discussed several different options and scenarios as concerned the new fire truck.

Michelle Zeamer made motion which was seconded by Dan Alfred to reconsideration of article 15. The committee then proceeded to a vote to reconsider article 26 with Ken Szajda, Michelle Zeamer, Beth Liberty, Dan Alfred, Brendan Shea, Charles Kaslow and Bill Dowd voting yes, there were no abstentions.

Chairman Szajda inquired whether other members of the committee were aware of the public statements by Ms. Numbers in regard to the Stone report that suggested she may have had access to confidential data. Chairman Szajda inquired whether the committee wanted to make a formal request of the town to investigate the matter. There ensued some discussion among the committee members of potential options available in regard to investigation. Beth Liberty commented that she was not comfortable with such a motion as she was uncertain whether anything improper has occurred. Vice Chair Michelle Zeamer cautioned members not to raise specifics of the alleged statements in this open session. Motion made by Michelle Zeamer, seconded by Dan Alfred to request the town administrator look into whether any confidential information contained in the Stone report had been improperly obtained. The committee then proceeded to a vote with Ken Szajda, Michelle Zeamer, Dan Alfred, Brendan Shea, Bill Dowd voting yes, Beth Liberty voted no and Charles Kaslow abstained.

Selectmen Jay Leary joined the meeting to advise that the Board of Selectmen had changed their position and no longer supported the senior center parking lot study and recommended that article 21 be indefinitely postponed. Chairman Szajda inquired of the committee whether anyone wanted to reconsider their prior vote in light of the Board of Selectmen's change of position. Bill Dowd moved to reconsider article 15 in light of the Board of Selectmen's change in position. Bill Dowd made a motion to reconsider article 15 in light of the Board of Selectmen's new recommendation to indefinitely postpone article 21, motion was seconded by Brendan Shea. The committee then proceeded to a vote with Ken Szajda, Michelle Zeamer, Dan Alfred, Brendan Shea, Bill Dowd and Beth Liberty voting yes, Charles Kaslow voted no. Chairman Szajda then inquired of the Committee if there was a desire to change

recommendations on article 15 in light of the Board of Selectmen's new recommendation to indefinitely postpone article 21. Charles Kaslow inquired whether the Board of Selectmen would be offering any reason for their change of position. Selectmen Leary stated that they wanted to obtain some additional data from the Council on Aging relative to resident usage and usage patterns. Michelle Zeamer inquired whether the Board of Selectmen still supported the Highway Department truck, which Jay Leary stated that they did. Bill Dowd made a motion to recommend that the town raise and appropriate \$130,00 from the capital fund to for the purpose of the purchase of a new dump truck with plow for the Highway Department, the motion was seconded by Beth Liberty. There ensued a brief discussion. The committee then proceeded to a vote with Ken Szajda, Michelle Zeamer, Brendan Shea, Bill Dowd and Beth Liberty voting yes, Charles Kaslow and Dan Alfred voted no. Chairman Szajda noted that as the committee had previously voted to recommend indefinite postponement of article 21, that no further action was necessary on that article.

Dan Alfred made motion to adjourn to town meeting, motion was seconded by Charles Kaslow. The committee then proceeded to a vote with Ken Szajda, Michelle Zeamer, Brendan Shea, Bill Dowd and Beth Liberty, Charles Kaslow and Dan Alfred voting yes, there were no abstentions. The committee adjourned to town meeting.

Respectfully submitted,

Charles Kaslow

Approved: May 22, 2014