

Minutes Holden Finance Committee, April 7, 2021
Remote via Zoom

Members Present: Paul Challenger, Dave White, Joe Dolak, John Lambert, Chris Lucchesi, Don Graves
Jane Titcomb, Stephanie Adams, Marilyn Foley
Also Present: Peter Lukes, Town Manager, Stephanie King Asst. Town Manager

The meeting was called to order at 6:30 PM.

The Committee received an updated Resource Profile from the town Accountant. Although it shows a deficit, Peter explained there is money unspent from a previous capital project and also unspent funds from the Town Hall parking lot paving project that can be used to reduce the deficit.

The Committee discussed the Capital Policy used by the Departments when F/Y budgets are being planned. What is described as an asset, the cost and the estimated life of the asset as opposed to general operating budget items? For example PPE could be transferred out of Capital into the Fire Dept. operating budget as it is an occurring cost every year as regulations change. The DPW Culvert and bridge assessments is not technically a capital asset but is part of long term planning. Other items on the list will be further discussed and voted on at the next meeting.

The refurbishing of the library window capital item is withdrawn this year. It is a specialized project due to the age and historic status of the building.

The Committee received a memo from the DPW Director concerning the ratio of time the DPW spends on W/S. The Director is 65% DPW and 35% DPW Admin. Clerical is 75% DPW and 25% W/S, the Sr. Engineer is 95% DPW and 5% W/S, Engineer 85% DPW 15% W/S and Clerical W/S is 15% DPW and 85% W/S. A motion by Chris 2nd by Don to allocate a sum equal to \$75,000.00 to the general fund from W/S to offset expenses occurred in the DPW was voted unanimously, Adams aye, Challenger aye, Dolak aye, Foley aye, Graves aye, Lambert aye, Lucchesi aye, Titcomb aye, White aye.

The Committee discussed the WRSD assessment for Holden. A motion by Dave 2nd by Joe not to support the WRSD Budget as presented was voted unanimously Adams aye, Challenger aye, Dolak aye, Foley aye, Graves aye, Lambert aye, Lucchesi aye, Titcomb aye, White aye.

A motion by Dave 2nd by Don to approve the minutes of March 24, 2021 was voted unanimously Adams aye, Challenger aye, Dolak aye, Foley aye, Graves aye, Lambert aye, Lucchesi aye, Titcomb aye, White aye.

A motion by Dave 2nd by John to approve the minutes of March 31, 2021 was voted unanimously Adams aye, Challenger aye, Dolak aye, Foley aye, Graves aye, Lambert aye, Lucchesi aye, Titcomb aye, White aye.

The meeting adjourned at 8:35 PM.

Respectfully Submitted,

Marilynn Foley, Clerk

