

**JOINT EXECUTIVE SESSION between the BOARD OF SELECTMEN and the
HOLLISTON FINANCE COMMITTEE
MEETING MINUTES
February, 25 2013**

The Committee convened in Room 105 at the Town Hall at 7:35 pm. Present from the Committee were Chairman Ken Szajda, Vice-Chair Michelle Zeamer, Dan Alfred, Brendan Shea and Beth Liberty. Present from the BoS were Jay Leary and Jay Marsden, and Mr. LeBeau, Town Administrator.

Executive Session Notes

The purpose of this executive session was to discuss strategy in preparation for the negotiation of non-union compensation issues.

Mr. Leary, Mr. Marsden and Mr. LeBeau presented their wage analysis & a recommendation for one-time adjustments to align the wages paid to non-union, salaried town employees with the market medians reported by the Stone Compensation Study with certain adjustments to account for individual/positional factors. The total cost to increase to base pay for this group in FY15 would be \$54,657. Mr. Leary, Mr. Marsden and Mr. LeBeau made a further recommendation for one-time adjustments to align wages paid to non-salaried, non-union town employees with the market medians reported by Stone. The total cost for an increase to base pay for this group in FY15 would be \$71,782.43. The total cost in FY15 of \$126,439 for both groups would be offset against the 1% increase that has already been included in individual departmental budgets for a net increase of approximately \$100,000. The rationale behind this proposal is to close the gap between wages paid to town and school employees for similar positions and to bring the town employee salaries up to the market medians reported by Stone.

Also discussed was a second Stone recommendation to revisit the current Job Classification structure and move towards replacing it with a multi-step, open range structure with meaningful performance evaluation component. This piece is still a work in process.

At 9:42 Mr. Alfred made a motion to exit from executive session, seconded by Mr. Shea, and unanimously agreed on.

Approved _____9/9/14_____

Released _____9/9/14_____