

**HOLLISTON FINANCE COMMITTEE  
EXECUTIVE SESSION MEETING MINUTES  
October 29, 2013**

The Committee entered Executive Session at 8:55 PM in the Conference Room at the School Administration Offices at 370 Hollis St. Present from the Committee were Chairman Ken Szajda, Vice Chairperson Michelle Zeamer, Dan Alfred, Bill Dowd and Beth Liberty. Charlie Kaslow was absent.

The Board of Selectmen was also in attendance. Present for the Board of Selectmen were Chairman Jay Leary and Vice Chairman Kevin Conley and Clerk Jay Marsden. Also present for the Town was Paul LeBeau, Town Administrator.

Jay Leary advised the Committee that an unexpected long-term absence in the Police Department would necessitate several actions that would likely cause spending in excess of the approved FY14 Police budget. Providing coverage for the Lieutenant position would require the assignment of a Sergeant. Covering for the Sergeant would require the promotion of a police officer, and the officer would need to be replaced by a new hire that had already completed the Police Academy. The estimated additional cost of these adjustments in FY14 was \$40,000. In response to questions from the Committee, Mr. LeBeau advised that one or two retirements were possible over the next year, so that the risk of being overstaffed was low. In addition, the Selectmen advised that they were contemplating proposing the addition of another officer in FY15.

No votes were taken, but it was the consensus of the Committee that should the Police budget need additional funds before the end of FY14, the Committee was favorably inclined to support allocation of such supplemental funds to the Police budget for the purpose of covering for the absent employee.

At 9:10 PM, Moved by Dan Alfred, Seconded by Michelle Zeamer to adjourn the Executive Session. Roll Call vote:

Szajda	Yes
Zeamer	Yes
Alfred	Yes
Dowd	Yes
Liberty	Yes

Approved \_\_\_\_11/19/13\_\_\_\_\_

Released \_\_\_\_9/16/14\_\_\_\_\_