

**HOLLISTON FINANCE COMMITTEE**  
**MEETING MINUTES**  
**Thursday, May 21, 7pm, Town Hall room 019**

The meeting was called to order at 7pm. In attendance were Chairman Ken Szajda, Vice-Chair Michelle Zeamer, and members Dan Alfred, Beth Liberty, Suzanne Nersessian and Tim Maxwell. Mr. Dowd was absent.

The first order of business was reorganization of the committee for the coming year. Ms. Zeamer made a motion to nominate Ken Szajda as Chairman. The motion was seconded by Mr. Alfred. The motion passed by a vote of 5 in favor, zero opposed. Mr. Szajda abstained.

Mr. Alfred made a motion to nominate Michelle Zeamer as Vice-Chairman. The motion was seconded by Mr. Szajda. The motion passed by a vote of 5 in favor, zero opposed. Ms. Zeamer abstained.

Following a discussion of the responsibilities of the Clerk, a motion was made by Ms. Zeamer to nominate Suzanne Nersessian as Clerk. The motion was seconded by Mr. Alfred. The motion passed by a vote of 5 in favor, zero opposed. Ms. Nersessian abstained.

The next order of business was a reserve fund transfer received from the Veterans Agent. The request was for \$8,000 and was being made due to an increase in benefits being claimed by eligible veterans. It was noted by Mr. Szajda that veterans are legally entitled to these benefits and that the state reimburses the town for 75% of the expense. The transfer had been approved by the Board of Selectmen. Ms. Zeamer made a motion, seconded by Mr. Alfred, to approve the transfer of \$8,000 from the reserve fund to the Veteran's budget (department 01543, group 57100). The motion passed by a vote of 6 in favor, zero opposed.

The last order of business was the discussion of the upcoming meeting schedule for the committee and the topics for meetings for the remainder of the fiscal year. It was decided that the committee would review the draft policy document with the intent of approving policies before the end of the fiscal year. The committee further decided that meetings would be held on June 2, June 16, and June 30 and that members should review the policy document prior to June 2. It was also determined that any questions concerning the policies should be sent to the Town Administrator so that he could assist in preparation of supporting materials prior to the upcoming policy discussion meetings.

Ms. Zeamer made a motion to adjourn that was seconded by Ms. Liberty. The motion passed by a vote of 6 in favor, zero opposed. The meeting was adjourned at 7:40pm.

Respectfully submitted,  
Ken Szajda, Chairman

Approved: \_\_\_\_\_