



Select Board Meeting Minutes-Approved
Holland Town Hall Virtual & Physical Meeting for Board Members Only
Tuesday February 2, 2021
5:00 PM

Virtual Meeting Attendance

Select Board Members present: Bettina Schmidt, Chair & Clelland Johnson, Member

Interim Town Administrator: Stacy Stout

General public: Andrew Harhay; Peter Frei

Select Board Member Absent: Larry Mandell

Ms. Schmidt opened meeting at 5:00 PM Ms. Schmidt announced the following information prior to virtual meeting:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Holland, Select Board will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town of Holland's website, at <https://town.holland.ma.us/>.

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on our Town's website an audio or video recording, transcript, or other **comprehensive record** of proceedings as soon as possible after the meeting.

The public will not be allowed into a Board/Committee meeting, even where there are any members of the public body and/or [city/town] staff or official(s) physically present at the meeting location during the meeting. "Public comment" portions of meetings will be temporarily suspended.

Meeting room link: <https://global.gotomeeting.com/join/164106317> Call the following number and follow the instructions: United States: +1 (312) 757-3121 Your access code: 524-171-077

1. Minutes: 01/19/2021:

Motion 02022021- 1: Mr. Johnson made a motion to approve the 01/19/2021 minutes.

2nd Ms. Schmidt. Roll Call Vote: Bettina Schmidt: **YES**; Clelland Johnson: **YES**

2. Select Board FY 22 Budget (meeting with Finance Board on 02/10 at 7:15 pm):

Action Item: Ms. Stout will send out an invite for this meeting.

Ms. Stout sent out an updated spreadsheet; Mr. Johnson spoke to the spread sheet.

Mr. Johnson wanted to know about the Assistant Administrator agent vs Administrative Agent.

Ms. Schmidt stated this line was not funded for this year and that the Administrative Agent is the All-Board Clerk;

Clelland question the Selectmen's expense. Ms. Stout states it includes municipal fees including everything listed on spreadsheet.

Clelland questioned the Legal fees amount. Discussion on the amount; could be lowered but Accountant cautions this may be a risk since it is a reasonable amount for unplanned legal expenses.

There were questions regarding Town Hall Expense.

Action Item: Ms. Stout will get a breakdown from Town Accountant. Discussion on Town Hall Computer expense. Ms. Stout stated it was for computer equipment and IT support person.

Discussion on Town Hall Report expense regarding and why increase. Ms. Schmidt stated there will be more pages in the report given the extra special town meetings that they had this fiscal year. Discussion on the electricity. Ms. Stout stated Spent to Date info is compiled through 01/25 and did not include the warrants tonight. Discussion about heating buildings. It is down due to less staff in the buildings this year. Discussion on General Insurance and MIIA Town Insurance deductibles. Town accountant feels the deductible with same line item with General Insurance. No actual number from MIIA on deductibles on General Insurance until March/April.

Action Item: SB will take it up with Finance Board at the next meeting and find out what real number is first.

Discussion on Ambulance and Ms. Schmidt will reach out to Frank on the ambulance refunds after they got rolling.

Action Item: She will send email tomorrow to ambulance company.

Dam and Lake Maintenance expense were discussed but Mr. Johnson wanted to get more info from Lake Oversight before we can figure out what the numbers actually should be given annual lake and dam maintenance protocols/best practices per engineers.

Action Item: The LOC will be at the next meeting and we can address it then. Ms. Stout got an email from LOC regarding their expenses however nothing is attached. Ms. Stout has a call coming up with Chris McCooe and Clelland request to be part of that call.


Action Item: Ms. Stout will set up a calendar invitation for that call.

Action Item: Ms. Stout will reach out to FB that we won't have the budget just yet.

Discussion on Emergency Expense not used yet because of the offset of Covid-19 expenses and offsets via FEMA and CARES. They will leave it as it is. All set with the budget. Andy stated he was all set on the discussions.

3. Board/Committee Openings – Trails (1), Conservation (3) and LOC (1):

Discussion about these openings. The committees handle this with a heads up to SB. Okay to post Trails. Conservation reached out to Becky to have them post the openings. **Action Item:** Ms. Stout will reach out to Becky to post the Trails recruitment type of opening.

 **4. 1 Leno Road:** Discussion with Ms. Stout on a request of the public documentation on this property via a list they provided by a specific date. Various departments have responded on this request. Ms. Stout has a check list.

Action Item: Clelland asked about the time and copies involved in pulling this information from all the various departments. Clelland suggested \$25.00 per hour. He stated we should be charging. The Freedom of Information Officers on our website is the Town Clerk and Town Administrator We will provide as much of the requested documentation as available as per request within designated window once requestor accepts terms of associated costs.

Action Items: Ms. Stout will reach out to KP Law (Jeff) to find out what the legal fees we should be charging. Ms. Stout will speak to Jeff on any missing information that we don't have at this time. She wants to wrap it up by this Thursday via a zip file.

⊗ **5. 487 Mashapaug Road:** Discussion on this property regarding truck noise in the evening hours. **Action Item:** Ms. Bettina Schmidt will find out when everything needs to be shut down by.

⊗ **6. PVPC Invoice #9:** Discussion on this invoice with that huge grant that we have them.

Motion 02022021- 2: Mr. Clelland made a motion to approve Invoice #9 **2nd** Ms. Schmidt. **Roll Call Vote:** Bettina Schmidt: **YES**; Clelland Johnson: **YES**

⊗ **7. FY20 CBDG Contract with DHCD:** Discussion on this as it is an extension no more future expense. Action Item: Ms. Stout will forward this contract

Motion 02022021- 3: Mr. Clelland made a motion to approve extend the contract **2nd** Ms. Schmidt. **Roll Call Vote:** Bettina Schmidt: **YES**; Clelland Johnson: **YES**

⊗ **8. Request for Special Use Permit – for American Eagle Bass Anglers on 07/17/2021** Discussion of this event on 07/17/2021 from 6:00 am for 7 hours.

Motion 02022021- 4: Mr. Clelland made a motion to approve the Eagle Bass Anglers event **2nd** Ms. Schmidt. **Roll Call Vote:** Bettina Schmidt: **YES**; Clelland Johnson: **YES**

Action Item: Ms. Stout will accept on-line and send request to Chief Bryan Haughey.

⊗ **9. Town Administrator Position status/next steps:** Discussion on this as they have received only 2 applicants on this position. One was previously discussed plus one for Ms. Stout.

Motion 02022021- 5: Mr. Clelland Johnson made a motion to make an offer to the Interim Town Administrator Ms. Stout **2nd** Ms. Bettina Schmidt. **Roll Call Vote:** Bettina Schmidt: **YES**; Clelland Johnson: **YES**
Kudos by all.

Motion 02022021- 6: Ms. Bettina Schmidt made a motion to adjourn the meeting at 5:37 PM. **2nd** Clelland Johnson. **Roll Call Vote:** Bettina Schmidt: **YES**, and Clelland Johnson:

Respectfully submitted,
Rebecca J. Hilbig
All Boards Clerk