

Holland Finance Board
Meeting Minutes for Wed, February 3, 2021
6:30 PM

MINUTES

FB Members present:

- **In attendance:** Sharon Ashleigh
- **Call In:** Kelli Robbins, Andrew Harhay

FB Members absent: Ernie Fancy, Joe Yiznitsky

Others present: Stacy Stout, Linda Blodgett

Meeting called to order at: 6:31 PM

- Minutes from 11/11/20, 12/16/2020, 1/6/2021 and 1/20/2021 meetings - meeting were not yet available.
- Meet with Tax Collector to discuss budget – Collector sent in budget but was unavailable for the present meeting. Ms. Ashleigh asked to move Linda Blodgett, Treasurer from the later time slot to the Collector's as was present. We can discuss the Collector budget afterwards. All agreed.
- Meet with Treasurer – Ms. Ashleigh asked Ms. Blodgett to explain anything she felt was pertinent. Ms. Blodgett explained the only item that increases substantially is retirement assessment which is a 12% increase for the coming Fiscal year. There is a reduction in unemployment assessment however the number is not static and could increase. Many claims were filed but all false claims. General expenses remain the same. Capital Planning contains funds for the Sichol Land, estimated \$300,000.00 divided over 5 years. After this coming budget there would be 4 more years. Sandy Beach is new loan for another for 4 years. The dredging loan amount is the last payment of that loan. Stabilization category is up to accounting selectmen and finance. Questions from board. Mr. Harhay inquired about Assistant Treasurer wage. Ms. Blodgett explained the need for assistance and to train someone in preparation for her eventual retirement. Mr. Harhay inquired as to whether there is a current person in the position. There is not. Ms. Robbins inquired if there number was derived from a certain number of hours x a particular wage. Ms. Blodgett stated it was 5 or 6 hours a week at \$15.00 per hour. Ms. Robbins inquired about the lowering of the OPEB cost. The Audit is done differently every other year. This is an off year from the required full reporting requirement. Ms. Robbins inquired as to the lowering of the tax title request. Ms. Blodgett stated there is a mechanism within the recap sheet to fund tax title in addition to the general budget. This will also be utilized.

- Comment from Mr. Harhay, the Capital Stabilization will be impacted by the Highway skid steer for \$75,000, if approved. There are not enough available funds to pay for this outright. Need to keep the account funded to be prepared for the next five years. If we purchase the skid steer it should be a loan not come out of stabilization.
- Discussion of Tax Collector Budget – increase of 3% in salary, \$500 increase in expense, bank fees remain the same. Ms. Ashleigh asked for discussion. Mr. Harhay pointed out at some point the FB would need to determine the standard COLA for FB to recommend. Ms. Stout asked what the FB sees as their potential. Mr. Harhay stated there was research done in the past and that it may still be available. Ms. Stout stated she would look into that.
- Board of Assessors would like to attend and discuss their budget and have asked to reschedule. Budget showed the request on the computer. Ms. Robbins asked if there were funds in a reval stabilization account and suggested putting incremental funds in such an account to be prepared ahead of time for the event of it happening. Mr. Harhay stated the salary should be based on comparisons. This was done in the past, 2013. It was agreed the process needs to be repeated with updated information.
- Follow ups from previous meetings, if any
- School Liaison discussion follow up – Mr. Harhay gave an update. He will attend the Elementary School meeting on the 10th. He asked Deb Boyd to provide any materials needed. Ms. Ashleigh also sought the information from Ms. Boyd, only to ensure it did not get missed.
- Expenditure Report review – Mr. Harhay inquired about a building demolition as we can see there is funding accessible in the BOH accounts. Ms. Stout explained there are funds elsewhere that are being used. No other comments
- Review any correspondence received not covered by above
 - The Library Director is seeking to reschedule with the Board. March 10th is available. Ms. Ashleigh will double check but it looks like it is available.
 - Received other budgets that the Board can review.
- Roundtable – Mr. Harhay will ask Mr. Fancy to send out his budget spreadsheets to all the departments. Has been sending out group by group. It may be better to get those out earlier. Ms. Stout stated that everyone has access to the budget spreadsheet to share. She offered to assist while Mr. Fancy is tied up. Ms. Robbins stated it might be better to send out budgets early so that the boards and departments would have time meet and discuss. Fin Board voted to allow Boards/Committees and Departments to provide their budgets based on previous years rather than be repetitive with data.

- Ms. Stout reported the Select Board budget is late and pending further meetings with other departments. Select Board voted to hire Ms. Stout as permanent Town Administrator so another Finance Board member will be needed.
- Take-aways, Follow Ups Action items - Ms. Ashleigh stated Assessors would like to reschedule. Dates to offer are 3/3/21 at 6:30 or 2/17/21 at 6:30. Ms. Ashleigh will send invite to both Assessors and Library Director. She will also send a reminder email to Highway and reach out to Dick Haller of Trails and Open Space.
- Mr. Harhay brought up the clerk actions of minute taking for this and further meetings. Ms. Robbins volunteered to do the minutes for this meeting. Ms. Ashleigh stated it would be best if we rotate taking minutes until we work out an arrangement. Ms. Hilbig, the All Boards Clerk will be included in the rotation.
- Set Agenda for next meeting
 - February 10, 2021 6:30 PM
- Motion to Adjourn Ms. Robbins, 2nd by Mr. Harhay 7:39 PM

Submitted by

Kelli A. Robbins