

MINUTES
Tues, January 2, 2024
Select Board Meeting – 5:00PM
Town Hall Community Room 1st Floor & Virtual
27 Sturbridge Rd.
Holland, MA 01521

Select Board Members in attendance: James Whalen, Ernie Fancy

Select Board Members in attendance Remote: Kate Landers

Others in attendance: Stacy Stout (Town Administrator), Karen Peret (Finance), Cari Robertson (LOC), Deb Colt (LOC), Peter Frei (LOC), James Belisle (LOC), Rick Lundin (LOC), Lauren LeBel (The Reminder)

Meeting called to order by Chair at 5:02 pm

1. Pledge of Allegiance
2. Approval of Minutes - 11-21-23

Motion to approve minutes from 11/21/2023 as submitted by K Landers, 2nd by E Fancy; All in favor, Yes

3. Appointments – None
4. Business License Process – We are continuing to update the Process and working on the required documents. The Town clerk issues DBA certificates only. A shared drive for the Departments would be helpful. Will update more at the next meeting.
5. Hamilton Reservoir Special Use Permit Requests
 - a. 05/11/2024 – Bass Fishing, Aluminum Fishing League, 6:30am – 3:00pm, 8 veh/boats

Motion to approve the Special Use Permits for 5/11/2024 by E Fancy, 2nd by K Landers; All in favor, Yes

6. Select Board Communications –
 - a. 16 Kimball Hill Road – There is a tree that needs to be looked at. It appears to belong to the property owner. Brian will stop by to look at the tree and discuss it with the owner.
 - b. 1 Leno Road – Brian will check on the culvert. Water did not get into the basement.
 - c. The police chief sent out an email regarding a dredging program. James asked to be put on the list to get updates about the program.
 - d. There was an email about a complaint that Ernie received but when he clicks on the reply button it brings him to the Town webpage and says access denied. He will forward the email to Stacy to look at.
7. Town Administrator Report

- a. Before the Christmas break, Shannon and Stacy have been attending Demo's for pricing on permitting software. They have another one in a week or two.
- b. Budget is due by January 10, 2024 to the Finance Board. Stacy will send it to the Select Board and they can let her know about anything they think is a priority.
- c. Opacum meeting with Select Board and Planning Board will be rescheduled to February.
- d. Town Clerk is sending out the census which will include upcoming meeting dates and a Select Board Flyer.
- e. Norcross Wildlife sent a donation of \$5,000 as an unrestricted grant to Holland.
- f. Mass DOT Fair Share for FY 24 of \$99,066.00 in conjunction with the CH 90 funds.
- g. There is a Flag Flying webinar tomorrow – if anyone is going, please update.

Joint Meeting with Lake Oversight Committee opened at 5:30 pm

8. Dam Report –

- a. Shared completed McClure Engineering Dam Inspection report as of 10/29/2023 – which is a 72 page report. The Operational and Maintenance Manual is missing, McClure has the capacity to create one but would charge \$3,000 - \$5,000. James would like to request a template. Hydraulic analysis - page 19 notates flow rate might be underestimated. For a detailed H+H report the cost would be \$8,000. Report Page 9 Miscellaneous checklist - Kate asked about item # 4 and # 5 (questions are listed below for McClure) Repair costs on page 19 have a breakout of prices noted but item 6 had a request for a more detailed breakdown. It was noted that An attempt to remove some vegetation was halted by Conservation Commission due to the chemicals used. There was discussion on the Causeway and how it impacts the overflow. Any additional questions should be sent to Stacy prior to Monday 1/8/2024, for review to forward to Engineer.
- b. Questions for McClue
 - 1. Requesting template for Operational and Maintenance Manual for what would be shared
 - 2. Page 14 - What is maximum % dam can handle vs the 76% capacity noted in report
 - 3. Page 9 Miscellaneous items:
 - 1) # 4 Access listed as Grove St / Playing Fields - Holland does not have a Grove St and access is Sturbridge Rd and Leno Rd.
 - 2) # 5 Security Devices - would like detail listed so we can confirm if still in working order and are adequate.
 - 4. Page 17 /3.3 - Maintenance recommendations - can it include schedule / frequency / intervals
 - 5. Page 19 - item 6 more itemized price breakdown details are requested
- c. Next Steps

- a. Prioritized open items and then against town plan
 1. a) LOC focuses on Dam report items for priority
 2. MVP report expected soon - review with impacted town committees
 3. All committees discuss and decide path forward
- b. Stacy to call McClure to review questions - if simple responses will send email. Other responses go to Chairs to share with committees.

Joint Meeting with Lake Oversight Committee closed at 6:25 pm

9. Board/Committee/Department updates

- a. Finance Board update – They are putting the budget together although nothing has been submitted yet. Everything is due by January 10, 2024. They will have a more complete picture at a later meeting.
- b. Lake Oversight Committee update – They are meeting now.
- c. School Committee – Meets on January 11, 2024. The last meeting was cancelled.
- d. ByLaw Committee update – They need to meet and identify what should become a policy. The Bylaws should be about governance and not policies. These should be an item on the next Agenda.
- e. PVPC – There was a regional meeting before Christmas. There was not a lot going on. The East to West rail project was brought up at the meeting. It looks like this will be going forward. There is money coming out of Washington to get this done.
- f. Cable Commission – Select Board is talking about keeping up on website and cable. Someone had mentioned that it would be nice to have access to the recordings on the website. There are security and bandwidth concerns. This can be discussed
- g. Road Communication – No Update
- h. Planning Board update – There was a lot of work done to justify the Canna Mountain cannabis project and to protect the resources properly. A Special permit was published as a Public Hearing but it should not have been. A Site plan was submitted to the Town Clerk and an article printed in the newspaper said the same thing. Planning Board stated that their Public Hearing would be continued at their next meeting, but at the next meeting they said that was over and only the site plan was discussed. The Planning Board will be invited to a joint meeting to discuss the issues and their plans for moving forward. The meeting with Opacum will be moved to sometime in February to make sure that their questions can be answered. It was stated that the Host Community Agreement is with Green Wave and National Cannabis Research. We need to have

something in writing to make sure that the property owner is held responsible for any issues that arise.

10. Bi-Weekly Warrants for Approval

- a. FY24-13 Payroll \$156,613.48
- b. FY24-13 AP \$151,735.86

Motion to approve all Warrants as read by Ernie Fancy, 2nd by K Landers: All in favor, James – Yes, Ernie – Yes, Kate - Abstain

11. Upcoming Meetings

- a. January 16, 2024 – Joint meeting with Planning Board. Opacum meeting will be rescheduled to February.

12. Public Comments – None

Chair Closed Meeting - Meeting Adjourned at 7:35 pm

Respectfully submitted by Jennifer Gumlaw