

MINUTES
Tues, November 7, 2023
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, Kate Landers

Others in attendance: Stacy Stout (Town Administrator), Laurie Bartkus (Accountant), Sharon Ashleigh (Treasurer), Val Lundin (Town Clerk), Karen Peret (Finance Board), Andy Harhay (Finance Board), Paul Tortolani (Finance Board), Cari Robertson (Finance Board), Brian Johnson (Highway), Bill Robertson

Meeting called to order at 5:01 pm

1. Pledge of Allegiance
2. Approval of Available Minutes – from 8/23/2023, 09/26/2023, 10/03/2023, 10/05/2023, 10/12/2023 and 10/17/2023.

Table the minutes from 10/05/2023, 10/12/2023 and 10/17/2023 to next meeting.

Motion to approve the minutes from 08/23/2023, 09/26/2023 and 10/03/2023 by K Landers, 2nd by E Fancy; All in favor, Yes

3. Appointments–Jeff Frohn for Trails Committee, Heather Morin and Marissa Guerraz reappointed to Cultural Council, Patrick Kackley as a part time Police Officer.

Motion to appoint Jeff Frohn to Trails Committee by E Fancy, 2nd by K Landers; All in Favor, Yes

Motion to reappoint Heather Morin to Cultural Council by E Fancy, 2nd by K Landers; All in Favor, Yes

Motion to reappoint Marissa Guerraz to Cultural Council by E Fancy, 2nd by K Landers; All in Favor, Yes

Motion to appoint Patrick Kackley as a part time Police Officer by E Fancy, 2nd by K Landers; All in Favor, Yes

4. Community Development Block Grant Performance Hearing
 - a. Holland has received %582,500.00 of Grant money which has been used for:
 - i. Union Road design project – The engineering design was completed.
 - ii. Housing Rehabilitation \$270,000 for 11 applicants with 9 units approved– 6 units completed and 3 finishing up.
 - iii. Domestic violence - 8 people helped

iv. Food Pantry Fed – 156 people in Holland & Wales.

Pole Hearing closed at 5:20 PM

5. Hamilton Reservoir Special Use Permit requests

- a. 07/20/2024 – Bass Fishing, Nebassin WMS Team, 6:00am – 5:00pm, 5 veh/boats
- b. 10/26/2024 – Bass Fishing, Bass Addicts, 7:00am – 3:00pm, 8 veh/boats

Motion to approve Special Permit Requests for both Special Permits by E Fancy, 2nd by K Landers: All in favor, Yes

6. Board/Committee/Department liaison updates.

- a. Finance Board – Joint Meeting
- b. Lake Oversight Committee –Meeting was cancelled. The Dam was inspected but we have not received the report yet. We can meet jointly when it comes in.
- c. School Committee – No Update
- d. ByLaw Committee –Updates under Special Town Meeting
- e. Planning Board – No Update
- f. PVPC – The next quarterly meeting is in December. James received some emails for events that he will forward to the Select Board. James will attend a zoom meeting on December 8, 2023 about Racial Equity Advancement Collaborative Hub (REACH).
- g. Cable Commission – Equipment Usage. Kate would like to have this be Town website/ Cable Commission to discuss putting Town communications on the website. It was decided that this should be an Agenda item to discuss.

Joint Meeting with Finance Board Opened at 5:31

7. Joint Meeting:

- a. Special Town Meeting
 - i. Article 6 - Prior year bills totaling \$3486.50. There is a Scanlon & Scanlon invoice of \$4,000.00 that can be pain with free cash or can be paid out of Reserve Fund Transfer. Finance will vote to do a reserve Fund Transfer at their next meeting.

Motion to transfer \$3,486.50 of Free Cash to pay prior year bills by E Fancy, 2nd by K Landers: All in Favor, Yes

Motion to transfer \$3,486.50 of Free Cash to pay prior year bills by A Harhay, 2nd by P Tortolani: All in Favor, Yes

- ii. Article 7- To transfer \$60,000.00 to complete the paving on Old County Road. The price for paving has increased 43% since the original bids were received. The project was funded from a 319 Grant has a required completion date of March 2024 and requires the Town to match a certain percentage. There was a large discussion about pricing and details about where the money can be taken from and how the Grant funding works. The requested \$60,00.00 will complete the project.

Motion to approve Article 7 to transfer \$60,000.00 from Road Stabilization to Finish Paving Old County Rd by E Fancy, 2nd by K Landers: All in Favor, Yes

Motion to approve Article 7 to transfer \$60,000.00 from Road Stabilization to Finish Paving Old County Rd by A Harhay, 2nd by P Tortolani: Karen – Yes, Andy – Yes, Cari – Abstain, Paul - Yes

- iii. Article 1- Vote at the Town meeting and then send it to the Attorney General.
 - iv. Articles 3 & 5- There are questions on if we are substantially changing bylaws and not just updating. Trails Committee is not included in the bylaws but does not need to be in bylaws. The Police chief had some questions on the wording, Ernie will follow up with him. Kate had questions on what the source was for some of the changes. Why were these changes made. There are a few options for bringing these Articles to the Special Town Meeting: 1. Passover all four articles and start over with general code, 2. Passover the two articles on changes and not publish bylaw changes and present them at the Annual Town Meeting. 3. Present all four Articles and see what happens. There can be a decision made on the Floor at the meeting but it is up to the Moderator. We need to be able to answer as to where the changes were voted at which ATM Articles.
- b. ARPA – The Finance Board has received two quotes for a Classification Study. The third bid was declined. The quote from GovHR seemed to be a boiler plate contract that did not cover RFP for \$19,000.00 with an additional charge of \$300.00 for each position description. The Collins Center responded to what was required in RFP with a quote of \$22,000.00 with no additional Charge. The Town Accountant gave a Collins Study from the Town of Brookfield to Finance to use as a guideline for free. There were some questions raised so the Town Treasurer put together one with additional information from other Towns. This is Tabled for further discussion.
 - c. Audit Review- The Town Accountant gave a summary of the audit findings. There was a

decision made to go to a bi annual audit on even years based on cost and not having had any issues. The Town had to perform a federal audit (single audit) due to having Grant funds that exceed \$750,000.00 that require this audit to be done. The Town should budget for these audits in the future.

Motion for Finance to Close the Joint Meeting at 8:02 PM

8. Select Board Communications- The Cemetery Commission would like to speak with Town Counsel to get advice on a donation of Cemetery plots. Paul Gillis wanted to donate 2 cemetery plots to benefit local veterans. There was an article written in 2009 but it was never put on a Warrant. Brian will Copy the Select Board on communications with Counsel.
9. Bi-weekly Warrants for approval
 - a. FY24-08W WTH \$48,631.45
 - b. FY24 -09 Payroll \$162,156.65
 - c. FY24-09 AP \$125,181.71

Motion to approve all 3 Warrants as read by K Landers, 2nd by J Whalen; All in favor, Yes

10. Upcoming Meetings
 - a. Special Town Meeting November 15, 2023
 - b. November 21, 2023

11. Public Comments – No Public Comments.

Chair Closed Meeting - Meeting Adjourned at 8:10 pm

Respectfully submitted by Jennifer Gumlaw