

MINUTES  
Tues, Dec 6, 2022  
Select Board Meeting – 6:00PM  
Town Hall Community Room 1<sup>st</sup> Floor & Virtual  
27 Sturbridge Rd.  
Holland, MA 01521

Select Board Members in attendance: Clelland Johnson, James Whalen  
Others in attendance: Stacy Stout (Town Administrator), Andy Harhay (Finance Board), Lauren Lebel (The Reminder), Brian Johnson (Highway Surveyor), Valerie Lundin (Town Clerk)

Select Board Members Remote: Ernie Fancy

Meeting called to order by Chair at 6:00pm

1. Minutes 11/9/22 and 11/15/22

Motion to approve Minutes for 11/9 and 11/15 by J Whalen, 2<sup>nd</sup> by C Johnson; All in Favor, Yes

2. Appointments – None
3. ARPA Requests
  - a. The money needs to be thoughtfully spent. The needs of the Town need to be looked at, as they have changed over time. Save some for a real emergency until the third or fourth quarter and spend some of the money in the first quarter. The potential process for how to handle incoming requests is to have the request entered in the spreadsheet, conduct a preliminary review, get any additional information needed and then consider the request in terms of other funding sources, the amount spent to date and the remaining balance. The needs that are most immediate should be identified and prioritized.
  - b. Points from the discussion were reviewed, prioritized and updated on the spreadsheet.
4. Capital Planning Committee - Tabled to next meeting
5. Electrical Supplier - A 36 Month contract was authorized with Constellation Energy at \$0.1617/kWh through a state program called Mun Energy.
6. Town Meeting/Warrant Dates
  - a. The Annual Town Meeting is scheduled for May 30, 2023. Warrant Articles need to be submitted to the Select Board by 2/7/23. There would also be an initial review by Select Board that same day. This would allow time for clarification and questions before voting.

- b. There is to be a joint session with Select Board and Finance Board for the budget session and the Warrant Article discussion and votes on March 2, 2023. The Select Board will reopen the Warrant if needed. Public Hearing Planning Board and Final Docs and Planning Board Hearing Advertised were added to List.

7. 2023 Tax Abatement Amount

- a. The Assessor has put \$10,000 into the Overlay account for the senior tax abatement program. We have been able to have between 5 and 8 residents participating in the program at that rate. The State allows a max credit of \$1,500 and we are currently at \$1,200. The rate is calculated at the amount of hours times minimum wage. At the max Credit of \$1,200 at minimum wage, we are only utilizing about 60% of what is budgeted for. The increase would allow us to accommodate a few more residents in the program and open additional positions. This would need to go to the Town Meeting.

Motion to increase the Tax Abatement amount from \$1,200 to \$1,500 by J Whalen, 2<sup>nd</sup> by E Fancy; All in Favor, Yes

- 8. PVPC invoices and contract amendment- PVPC Invoice #14- Administration charges for the month of July for the implementation of the town's FY20 CDBG program

Motion to sign PVPC invoice #14 by J Whalen, 2<sup>nd</sup> by E Fancy; All in Favor, Yes

- a. Most recent Lenard Engineering invoice for the Union Road Project Design
- b. Public Hearing to be scheduled for 1/17/2023
- c. Contract amendment for the Wales Food Pantry to extend their contract (This extension will allow the town to use the previously approved reprogrammed funds from FY19 program to reimburse a portion of the pantry's July costs)
- d. FY20 Contract extension from 12/31/2022 to June 30, 2023 to allow for remaining housing rehab projects to be completed

- 9. 2023 Town Hall Holidays - There are two Holidays that fall on days when the Town Hall is closed. New Year's Day falls on a Sunday so will be celebrated on the Monday after. Veteran's Day falls on a Saturday so will be celebrated on the Thursday Prior to the Holiday.

Motion to approve the proposed Town Holiday dates by J Whalen, 2<sup>nd</sup> by E Fancy; All in Favor, Yes

Motion to take the agenda out of Order by C Johnson, 2<sup>nd</sup> by J Whalen; All in Favor, Yes

10. Board/Committee/Department updates

- a. IT update
  - i. Things are not going well. IT doesn't have the same urgency the Town has for problems. The Town will start to research other alternatives. COMMBUYS provides IT services and has a list of vendors they have approved that already

have the appropriate contracts. There is the option of the other company that was previously interviewed and another company that was recommended. The Town needs an assessment of the issues with the network. An estimate will be put together for replacing the Town servers and some of the workstations.

- b. Finance Board update - Finance has sent out their budget request and schedule.
- c. Lake Oversight Committee - Meeting is running concurrent with this meeting.
- d. Ambulance contract
  - i. Tri-Town Ambulance committee met on 12-6-22 at 4:00pm. There are ongoing communications with Action Ambulance and the three fire chiefs. There is a supervisor stationed in our area, this will help with the scheduling issues that were happening. The Town is receiving mostly BLS service and our contract states we are looking mostly for ALS services. The problem seems to be a staffing issue. Moving contract to another vendor would not change that issue. Discussion on what the needs are for a performance guarantee for the next contract. They are considering a meeting on the third week in January with all Three Town Select Boards, Finance Committee's and Accountants to discuss all the issues together and get everyone's input to come up with a plan for going forward.
- e. ByLaw Committee update
  - i. The committee was expecting to receive information in January. The letter received states that we were going to get the information in the first quarter. That doesn't allow to get the information into the Annual Town Report. They can be contacted to prioritize the order they are working on the classification to get the information needed.
- f. Planning Board update
  - i. Looking to request the ten most recent plot plan/building plan approvals from the Building Inspector for review against the current zoning Bylaws. A discussion about the FEMA and requirements for documentation.
- g. Community Center update
  - i. Senator Fattman committed to trying to fund a feasibility study to make the cellar accessible and allow the community center to have more space to run more programs.

#### 11. Special Use Permit Requests 6/24/23 and 7/8/23

- a. Bass Fishing on June 24, 2023 on Hamilton Reservoir by Southeast Bass
- b. Bass Fishing on July 8, 2023 on Hamilton Reservoir by Southeast Bass

Motion to approve Special Use Permits Requests for 6/24/23 and 7/8/23 by J Whalen, 2<sup>nd</sup> by E Fancy; All in Favor, Yes

12. Select Board Communications

- a. ABCC Non-Renewal Certification - An additional page needs to be signed for submission.
- b. Wreaths Across America Invitation was received for Saturday December 17<sup>th</sup> at Noon at the Community center followed by the wreaths being brought to the Cemetery. They are looking to know who will attend.

13. Bi-weekly Warrants for approval

- a. FY23- 11 Payroll - \$143,320.87
- b. FY23 -11AP - \$151,732.56

Motion to move both Warrants by James Whalen, 2<sup>nd</sup> by Ernie Fancy: All in favor, Yes

Chair Closed Meeting - Meeting Adjourned at 7:50pm

Respectfully submitted by Jennifer Gumlaw