

MINUTES
Tues, June 6, 2023
Select Board Meeting – 6:00PM
Town Hall Community Room 1st Floor & Virtual
27 Sturbridge Rd.
Holland, MA 01521

Select Board Members in attendance: Clelland Johnson, Ernie Fancy, James Whalen

Others in attendance: Stacy Stout (Town Administrator), Laurie Bartkus (Accountant), Val Lundin (Town Clerk), Andy Harhay (Finance Board), Deb Tuszynski (General Code), Sadie Carnes (General Code), Kate Landers; Planning Board members Peter Frei, Robert Parron, Charles Furst

Meeting called to order by Chair at 6:00pm

1. Driveway Permits Application:

- a. Maybrook Road is a new build on a dirt road. They are putting in an asphalt driveway with no curbing on the sides. They have submitted all the necessary paperwork to all departments.

Motion to approve driveway permit for Maybrook Road by E Fancy, 2nd by J Whalen; All in Favor, Yes

- b. 75 Leno Road.

Motion to approve driveway permit for 75 Leno Road by J Whalen, 2nd by E Fancy; All in Favor, Yes

2. Bylaw codification – Holland General Bylaws and Zoning bylaws have been authorized for renumbering and recaption. General Code will submit a preliminary draft to the Town to look through and see if there are any changes needed. Once the draft is approved, General Code will submit to the Town a final draft to take to Town meeting. There are four options for Town code adoption:

- a. Option 1: Accepting renumbering only
- b. Option 2: Readopt the bylaws in their entirety
- c. Option 3: Separate warrant articles for specific changes
- d. Option 4: Adoption with reference to a red-line version of the code

Motion to adopt option 3 in our review of the bylaws by E Fancy, 2nd by J Whalen; All in Favor, Yes

3. Financial Policies – There are 21 annual policies and a Policy and financial procedure manual. The policies can be adapted to fit the Towns needs by Select Board and the Financial Management Team. The policies will be presented to the Select Board 4 or 5 at a time to go over. There is currently no bylaw requiring certification of public officials.

Motion to have the Select Board add a bylaw that requires certification of the Tax Collector and the Treasurer by J Whalen, 2nd by E Fancy; All in Favor, Yes

4. ARPA Requests – The Current ARPA requests were gone over with the accountant to reconcile the approved amounts.
5. VADAR – The accounting software the Town uses is up for renewal. The best option for the Town is to continue using VADAR.

Motion to renew the VADAR contract by E Fancy, 2nd by J Whalen; All in Favor, Yes

6. Approval of available minutes from 5/6/2023

Motion to approve 5/6/2023 minutes as amended by E Fancy, 2nd by J Whalen; All in Favor, Yes

7. MVP/HMP – The contract has been extended to allow for the new FEMA regulations to be implemented. The new contract deadline will be September of 2024. Our original project manager left but her assistant has taken over management of the project. He has sent the original plan to the State and we are waiting on their comments. The core team will need to meet to implement the required FEMA changes.
8. Appointments - None
9. ATM wrap up – The Town meeting went well. The presentations were well received.
10. IT Replacement strategy- IT is working on evaluating the Town computers to see which need to be replaced and come up with a plan for replacing them.
11. Hamden County Retirement COLA – they are proposing a 2% increase to the current amount to bring it up to 5%. There is no information on the future impact.

Motion to write a letter demanding additional information and actuarial analysis by J Whalen, 2nd by E Fancy; All in Favor, Yes

Motion to approve the COLA increase to 5% by E Fancy, 2nd by J Whalen; All in Favor, Yes

12. Board/Committee/Department updates
 - a. IT Status – updated earlier
 - b. Finance Board – One member has resigned due to work priorities.
 - c. Lake Oversight Committee – to be discussed later.
 - d. Ambulance – Meeting was held. Action Ambulance has received the draft set of proposals from the committee. They are waiting for action to respond to the proposal. Citizen came to office with concerns about the ambulance bringing them to an out of network hospital and he was directed to talk to the Fire Chief about his concerns.
 - e. School Committee – Meeting on Thursday May 18, 2023

- f. ByLaw Committee – No update
- g. Planning Board update – Brian Poitras from GFI Partners came to the meeting stating they were interested in buying the Pit Property at the Quarry and wanted to know what was needed to work with the Planning Board. They are open to working with him. He did not state what the plans were for the property. Stacy stated that someone had come into the Town Hall the other day saying they bought the property and are thinking of a Restaurant/Gas station Idea and she said they needed to go to the Planning Board as their next step.
- h. Community Center – Community Center is celebrating Pride month and is displaying Pride flags on the property. Ernie raised concerns and wanted to know if action should be taken to implement allowing only state and town flags to be flown on town properties. There was a discussion on this and it was decided that no action be taken at this time.

13. Select Board Communications

- a. Marcia Beal submitted a letter stating that her Term is up and she does not want to be reappointed. The letter contains inaccurate statements. Stacy will be writing a response to her letter to clarify inaccuracies.
- b. There is a PVPC meeting on June 28, 2023 which is after the Election. The Select Board will need to identify someone to be the PVPC liaison.
- c. Stacy reached out to Fuss & O’Neill Engineering for an additional quote for the Dam Inspection. They opted not to submit a proposal, stating they typically do not pursue routine dam inspection projects when they are competitive because the scope is standardized by the state and there’s little room for one firm to set itself apart from another other than price and they are busy with projects at this time.

Motion to accept the McClure proposal by C Johnson, 2nd by E Fancy; All in Favor, Yes

14. Bi-weekly Warrants for approval

- a. FY23-24 AP \$247,947.43
- b. FY23-24 Payroll \$154,686.54

Motion to approve all the Warrants as read by E Fancy, 2nd by C Johnson; All in favor, Yes

Chair Closed Meeting - Meeting Adjourned at 8:41pm

Respectfully submitted by Jennifer Gumlaw