

**Holland Finance Board 27**  
Sturbridge Road, Holland, MA 01521  
Holland Town Hall – Community Room  
**Meeting Minutes for Wednesday, April 13, 2022**  
Virtual and Physical Meeting of the Board and Guests

**Meeting Attendance –**

Members in person: Ernie Fancy, Karen Peret and John W Scott.

Members attending remotely: None

Member Absent: Andrew Harhay

Guests in person: Clelland Johnson - Selectman, and Stacy Stout, Town Administrator

**Open Meeting –**

The Vice-Chair called to order at 6:30 pm.

**1. Approval of Minutes –**

The draft minutes for April 6, 2022 had been previously distributed for review. John made the motion to approve both drafts and Karen seconded; approval was unanimous.

**2. Review of operating budget and funding of warrant articles –**

One change was made from the most recent draft regarding the Police Department. Expenses increased to \$1500 for bullets for the regular training program. The special program discussed earlier has been postponed until next year.

A question was raised regarding how the warrants would be represented? Snow & Ice Wages posted as \$4,986. Ernie reviewed the rest of the warrant articles unchanged. Questions still exist re the Assessors re-evaluation article, whether funds need to be added to the recycling account versus the assessors re-valuation account. Hopefully Ernie will be able to follow-up with the Assessors. There was another question as to add Prior Year Expenses under Article 6. Stacey will get the total to Ernie but it is approximately \$1,000.

**3. Discuss the content of the Finance Board's upcoming Public Hearing on May 2, 2022 –**

Previously, the Chair had distributed some of the PowerPoint slides and comments developed for the FY22 Budget Public Hearing. He asked that the members come to the April 13<sup>th</sup> meeting with suggestions for a presentation. Karen suggested the following be developed as a Power Point presentation: Percentage of department requests that were fully allocated; the COLA percentage; a bar chart showing budget distribution by department; number of new/consolidated positions; an explanation of the warrant articles pertaining to finances. Discussion ensued in agreement to these suggestions and Karen volunteered to develop the Power Points. Additional discussion ensued with a recommendation that all Departments be requested to come to the hearing in order to answer any questions raised by the audience.

#### **4. Update on Hazard Mitigation Plan**

Ernie and Stacey attended the kickoff meeting with the Central Massachusetts Planning Committee earlier today. Workshops will be planned at the end of June.

#### **5. Discussion of Reporting Format of Accounting Reports**

Ernie reported that the Vadar accounting system is not user-friendly. The Finance Board no longer has direct access to it and he believes the Board should have this access. Clelland indicated that each new user costs \$650. John reported on a meeting he and Karen had with Laurie Barkus, Town Accountant, on April 11 in which they asked if she would be willing to provide Vadar reports in MS Excel format to facilitate incorporating the data into the budget worksheets used by the Finance Board. She agreed that she could for special reports. Ernie would like the end of the year report and a mid-year report in the MS Excel format as he understands the extra work involved in the format change. Karen will follow-up with an email to Laurie with this request.

Karen presented a summary of other items discussed by her and John with Laurie. The annual audit of the financials will be changed to biannual once approved by the Selectmen. The weekly Expenditure Report will be changed to bi-weekly as of July 1, 2022. Laurie stated that she had never been asked to provide balance sheets, statements of revenues and expenditures, changes in fund balance and cash flows but that she would be happy to present this information to the Finance Board in October if requested. Additionally, she would be happy to provide an annual and five-year revenue and expenditure forecast in March if requested.

#### **6. Comments on Select Board activities –**

Clelland had nothing to add.

#### **7. Roundtable comments –**

John, Karen and Ernie had no additional comments.

#### **8. Next Meeting -**

April 20, 2022, 6:30 pm

#### **Adjournment –**

Karen made the motion to adjourn the meeting and John seconded; approval was unanimous. The Chair adjourned the meeting at 7:30 pm.

Respectfully submitted,  
Karen Peret

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