

Holland Finance Board
27 Sturbridge Road, Holland, MA 01521
Holland Town Hall – Community Room
Meeting Minutes for Thursday, April 27, 2023
Virtual and Physical Meeting of the Board and Guests

Meeting Attendance –

Members in person: Andrew Harhay, Karen Peret, Cara Bogacz, Paul Tortolani
Members attending remotely: Robbin Lauzon,
Guests attending remotely: Valerie Lundin - Town Clerk
Guests in person: Clelland Johnson – Select Board, Stacy Stout -Town Administrator,
Sharon Ashleigh -Town Treasurer

Open Meeting –

The Chair called the meeting to order at 6:02 pm.

1. Approval of 4/13/23 meeting minutes.

Karen made the motion to approve the minutes and Cara seconded; roll call vote, approval was unanimous.

2. Compensation and Classification/Human Resources Study

Paul reported on his discussion with the Collins Center during which he outlined the Town's needs in this area. In response, a draft Compensation and Classification Study Proposal was received as well as a similar study prepared for the Town of Groveland. These were distributed to Board members. After some discussion, Paul made a motion to propose that the Finance Board request that a portion of the ARPA funds available to the Town be used to engage the Collins Center. The motion was seconded by Karen and unanimously passed in a roll call voice vote.

The final proposal would have to include these components that specifically address:

- Market salary survey of municipalities in the region
- Job descriptions and ratings for each position
- A proposed salary schedule using grades and ranges for each

This would include all Town employees, board members or positions receiving compensation from the Town. It was further determined that this effort should include a more comprehensive review and assessment of the Town's Human Resources policies and practices. Paul will meet with the representative of the Collins Center next week to revise the request and broaden the discussion as directed and report back updates.

3. Continue Budget Development Activities

The Finance Board approved the consolidation of all separate line items for committee or board clerical support into one line item and the establishment of one new position to support the Planning Board, the Zoning Board of Appeals, the Finance Board and the Conservation Commission. The motion to approve this consolidation was made by Andy, seconded by Karen and received a unanimous approval by roll call voice vote.

A review of the Conservation Commission budget request modifications resulted in the consolidation of the *Contracted Professional Services* line and Conservation Agent Wages into a single line item. Consolidation of \$15K into for *Contracted Professional Services* line was made by Andy and seconded by Cara. The motion received unanimous approval by roll call voice vote.

The Finance Board reviewed its position on using 7% as the COLA for Town employee wages, from several perspectives and using different bases of comparison from the public and private sectors. The Board also weighed the prospects of potential findings of a compensation and classification study on past and future decisions and recognized again the difficulty of making decisions now without full data to support those decisions.

Andy moved to maintain the COLA for the Town at 7.0%. The motion was seconded by Karen and approved by a 4-1 majority roll call voice vote.

A review of the Free Cash budget led to a discussion of how to maximize the flexibility of the use of funds by putting the \$70K that could be available to directly fund the N. Wales Road project into the Road Improvement Stabilization Fund. A motion to reassign \$70K of the current Free Cash surplus to the Road Improvement Stabilization Fund was made by Andy, seconded by Karen and approved unanimously by roll call voice vote.

4. Public Hearing Discussion

Andy shared last year's presentation with some suggested changes. He described for new Board members what to expect and how we prepare. He requested bullet point suggestions for the PowerPoint and overall suggestions for the presentation from each Board member. We decided to discuss the presentation after the joint meeting of the Select and Finance Boards next week.

5. Select Board Update

None

6. Roundtable comments:

Andy, Karen, and Paul all reported on the value of the most recent webinar covering Open Meeting Law requirements in Massachusetts.

A motion to adjourn at 8:06 PM was made by Karen, seconded by Andy, and was approved by unanimous roll call voice vote.

Respectfully submitted,

Paul Tortolani