

Holland Finance Board

27 Sturbridge Road, Holland, MA 01521
Holland Town Hall – Community Room

Meeting Minutes for Thursday, April 20, 2023

Virtual and Physical Meeting of the Board and Guests

Meeting Attendance –

Members in person: Andrew Harhay, Karen Peret, Cara Bogacz, Robbin Lauzon

Members attending remotely: Paul Tortolani

Member Absent: None

Guests in person: Clelland Johnson – Select Board; Stacy Stout - Town Administrator;

Sharon Ashleigh- Town Treasurer, Cindy Poirier – Board of Assessors; Dawn Kamay - Conservation Commission; Val Lundin - Town Clerk; Rick Lundin – Conservation Commission

Open Meeting –

The Chair called to order at 6:09 pm.

*Remote access was disabled due to a technological problem. The Chair, after conferring with the TA, decided to continue the meeting. Anyone wishing a copy of the meeting recording should contact a member of the Finance Board.

1. Assessor Budget Request

Cindy Poirier had been invited to participate in the Finance Board meeting to discuss the Board of Assessors most recent budget items. Cindy reviewed the services provided by the members of the Assessors Board and the rationale for requesting an increase in the stipend amount for the Board members. There was a lengthy discussion of the Finance Board's intention to support completion of an independent *Classification and Compensation Study* in the very near future. As performed for other towns in the area, the study would be able to set a salary/wage range and steps for all municipal positions and perhaps provide insight on stipends in comparable towns. Cindy provided us with the outline of a presentation that she attended a few years ago, which reviewed the methodology and benefits derived from such a study. Paul volunteered to contact the Collins Center for Public Management to discuss a potential project scope and estimated cost. He will review his findings at an upcoming Finance Board meeting.

2. Conservation Budget Request

Dawn Kamay had been invited to attend the Finance Board meeting to discuss the Conservation Committee's concerns regarding the proposed reduction in workhours for the Conservation Agent hours and the transfer of dollars to clerical support. There followed a lengthy discussion regarding the duties and responsibilities of the Agent position. Dawn will work with Stacy Stout to clarify the job description, as the contract is up for renewal on July 1, 2023. Dawn indicated that the topic will be on

the agenda for the upcoming Conservation Commission meeting. The Finance Board will continue discussion of this topic at our next meeting.

3. Highway Request

Andy presented a request from the Highway Department for a \$1,500 transfer from the *Reserve Fund* to the *Cemetery Maintenance Wages* line. Winter damage and high winds resulted in the need for additional cleanup work. Karen made the motion to approve the transfer. It was seconded by Robbin and all approved by voice vote.

4. Approval of Meeting Minutes

The draft minutes for April 6, 2023 had been earlier emailed to the members. Karen made the motion to approve the draft minutes, Robbin seconded all approved by voice vote. The April 13, 2023 draft minutes were not yet available.

5. Budget Development Activities

The Finance Board reviewed the changes that were made at the last meeting to ensure accuracy and hope to conclude outstanding items at the next meeting.

6. Select Board Updates

Clelland briefly discussed the Conservation Commission concern about reducing the work hours for the Agent. The concern had been presented at the recent Select Board meeting.

7. Roundtable Comments

Andy asked if any Board members were interested in attending the ATFC meeting on April 29, 2023.

8. Next meeting: April 27, 2023

Adjournment – Karen made the motion to adjourn the meeting and Robbin seconded; approval by voice vote approval was unanimous. The Chair adjourned the meeting at 7:29 pm.

Respectfully submitted,

Karen Peret