

Holland Finance Board
27 Sturbridge Road, Holland, MA 01521
Holland Town Hall – Community Room
Meeting Minutes for Thursday, August 17, 2023
Virtual and Physical Meeting of the Finance Board and Guests

Meeting Attendance –

Finance Board Members in person: Karen Peret, Robbin Lauzon, Andy Harhay, Paul Tortolani

Remote: None

Guests in person: Stacy Stout, Town Administrator, Ernie Fancy, Select Board

Open Meeting –

The Chair called the meeting to order at 6:07 pm.

1. Approval of minutes of prior meetings: July 20, 2023

The minutes of the meeting of July 20 were reviewed. Robbin moved to accept the minutes as amended and Andy seconded with all voting in favor.

2. Discussion about RFP

Paul reviewed the draft of the RFP he had prepared, and it was distributed to the Finance Board members. Several suggestions and reminders were made. Like other towns, Holland has situations in which residents are performing duties in lieu of payments to the town and the consultants should be made aware of that.

Stacy indicated and She and Sharon would review the draft carefully for further refinement.

Others wanted to make sure the consultants used reasonable comparisons and establish relevant criteria for comparison like population, geography, revenues, etc. Karen wanted to be sure to mention that some town employees also collected and personally kept the fines that were paid to the Town during the course of their work as additional compensation.

Time frame: The plan is to make necessary changes to this draft by August 31 and to distribute it to at least 3 vendors as soon as is practical after Labor Day. The RFQ can be distributed by email and the date of September 21 was selected as the submission date for responses.

Additional discussion led to a consensus position that the priority product is Compensation and Classification. Further discussion explored the potential for separate RFQ's or indicating that a combined report might be most helpful as an end product.

3. Budget Request Formats

The Board reviewed the samples Karen had collected. The group discussion identified the value of narrative explanations to accompany budget requests but that all budget requests need to be submitted in the same format. Various time frames were considered with different meeting/presentation options.

Since this degree of change affects any other town stakeholders, Stacy will begin to review options for date and process changes with stakeholders and get their input in advance of any decisions.

This approach focuses on streamlining and bringing uniformity and transparency to budget processes and should be beneficial to all.

We also reviewed several Capital Budget request forms and discussed the potential of a pre-public hearing presentation to boards and committees.

4. Select Board

Ernie explained that a Special Town Meeting would be held in the fall. Among the articles is one to move the Annual Town Meeting to an alternative that avoids scheduling it adjacent to Memorial Day.

An Associate Member for the Finance Board is allowed to enable the Board to make decisions when a quorum might otherwise not be possible to reach.

A special hearing was scheduled to address issues related to Sandy Beach Rd. resurfacing.

5. Roundtable

Stacy indicated that a Municipal Clerk had been hired to cover the meetings of the Conservation Commission and the Building Commission. A Board Clerk has also been hired to cover the Select Board and the Finance Board meetings.

Karen reported that an individual had submitted their name for Finance Board membership consideration.

She also shared upcoming dates for municipal law webinars and that the Board has the resources to pay tuition.

The published Cherry Sheets indicate an increase of \$12,000 to Holland.

The next Finance Board Meeting will be on September 21, 2023.

Paul moved to close the meeting, Robin seconded and all voted in favor.

Meeting adjourned at 7:22 PM

Respectfully submitted,

Paul Tortolani

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