

Minutes

Wednesday, December 13, 2023
Finance Board Meeting – 6:00 p.m.
Town Hall Community Room 1st Floor & Virtual
27 Sturbridge Rd.
Holland, MA 01521

Board Members in attendance: Chair K. Peret; A. Harhay; P. Tortolani; C. Robertson

Members virtually in attendance: None

Guests in attendance: S. Stout Town Administrator; B. Anger A.B.C

Meeting called to order by Chair at: 6:03p.m.

Topics of Discussion:

1. Approval of Meeting Minutes:

Minutes for November 7, 2023

Motioned minutes approved by: A. Harhay 2nd by: K. Peret Chair All voted in favor

Minutes for November 29, 2023

Motioned minutes approved by: A. Harhay 2nd by: P. Tortolani All voted in favor

2. Review of Finance meeting decorum:

Chair K. Peret re-introduced the meeting decorum, its purpose and how it will be used during public meetings. Going forward Chair will read decorum at the beginning of every public meeting in effort to inform residents of expectations during a meeting as to avoid chaos during a public session.

3. Update on Compensation Study RFP Request:

S. Stout T.A. informed the board from her conversation with the Collins Center the quote that was given they have a max of 40 positions to be reviewed. The 40 positions will cover elected and appointed positions with no additional cost. She has not received an official response from Gov. H/R however, their quote only included 30 positions and unsure at this time if there will be an additional cost if more positions to be reviewed were added. Chair K. Peret expressed that at this time The Collins Center seemed to be the best company to hire for the compensation and the need to make a decision was made.

Motion to approve the compensation study by Collins Center was made

by: A. Harhay 2nd by: P. Tortolani

Roll Call Vote: K. Peret – Yes; A. Harhay – Yes; P. Tortolani – Yes;

C. Robertson - No

4. Review of Budget Request Documents:

S. Stout T.A. updated the board of her meetings with department heads in introducing the new budget request form and its expectations. All departments have agreed to use either the same form and or format to ensure they are giving the required information asked by the FB for their budget requests in FY25.

5. Tantasqua/HES Information Update:

Chair K. Peret gave an update on her meeting with TRS/HES officials and the topics of importance which were covered in the meeting. Including how teacher contracts are determined and conveyed to their school employees. As well as how the schools' transportation arrangements are made and how money is allocated in the various towns for each towns school transportation. Starting in January 2024 Chair intends on being more involved in the school committee meetings and will continue to update board with any important information.

6. Meeting dates for January - February:

Meetings will continue to be held every 2nd & 4th Wednesday of every month. The meeting scheduled for Wednesday; January 24, 2024 will be led by A. Harhay as Chair K. Peret will not be available to conduct this meeting. The meeting for Wednesday; December 27, 2023 has been canceled.

7. Select Board Comments: None

8. Roundtable Comments:

Andy Harhay requested that if there is any schedule conflict with the January 24, 2024 meeting to please notify him as soon as possible. S. Stout T.A. will notify Select Board that the FB has agreed to move forward with the Collins Center to conduct the RFP study. She also updated that the Select Board will meeting on Dec. 19, 2023 and will be going through the process of re-establishing the Capital Planning Committee and would like to start the process in January. She suggested FB to add to their next meeting's agenda, to discuss and select who will be the board's representative for the Capital Planning Committee. Also, reminded the board that the purpose for the purchase of the laptop was to have the budget spreadsheet available and secured by the FB at all times and ensure that the proper format is being used for the budget spreadsheet. Chair re-assured that she will be working on the budget spreadsheet and will make sure all budget information is secure & format is correct. A brief conversation on who will be part of the Capital Planning Committee and how many members will be part of it was discussed.

Motioned to adjourn meeting by: A. Harhay **2nd by:** C. Robertson All voted in favor

Meeting adjourned by Chair at: 7:06 p.m.

Respectfully submitted by:

Brenda Anger

All Boards Clerk

Town of Holland

413-245-7108