



## Town of Holland, MA—Finance Board

### *Meeting Minutes*

December 18, 2013

#### **Call To Order**

The Chairman called to order a meeting of the Holland Finance Board at 7:30 PM on December 18, 2013 in the Holland Town Hall.

#### **Roll Call**

Finance Board Members present: Andrew Harhay, Ernest Fancy, John Ebersold, John Phelps and Mike Brady. Selectpersons Jim Wettlaufer and Lynn Arnold attended for the Board of Selectmen. Also attending to discuss their budgets were Christian Peterson, JoAnne Higgins and Brian Johnson.

#### **Approval of Minutes**

The draft minutes of the December 11, 2013 meeting had been previously distributed for review. The minutes were unanimously approved as written. (5-0)

#### **New Business**

- **Budget Requests Submittals:** The two budget requests provided since the last meeting were distributed to the attendees. The requests were from Highway and the Assessors.
- **Review of the Highway Department's FY15 Submittal:** Surveyor Brian Johnson presented a proposed FY15 operating budget that totaled \$559,456, an increase of 9.7% over FY14. As in the past, the general expenses were divided into the major categories of 'Fixed Costs' and 'Road Projects.' The 'Fixed Costs' totaled \$70,100, up \$1,780 from FY14, and the proposed eight 'Road Projects' totaled \$118,743, up \$31,063 from FY14. The Surveyor also proposed that his clerk's work hours be increased from the current 7 hours/week to 10 hours/week to enable her to devote additional time to pursuing grants for the Department.

## Open Issues

### General Discussion of FY15 Budget Items:

- Assistant Assessor's Salary Issue: Board of Assessors Chairman Christian Peterson asked to speak to the attendees on the subject of compensation for the Assistant Assessor, JoAnne Higgins. Mr. Peterson noted that Mrs. Higgins has brought experience, technical expertise and professionalism to the position, and has taken on some responsibilities previously performed by outside consultants. Mr. Peterson provided a long list of accomplishments that he believes are beyond those performed by an Assistant Assessor. He recommended a title change to that of Principal Assessor and an adjustment in compensation. The meeting to review the overall budget proposed by the Assessors will be on January 22, 2014.
- Board of Selectmen Budget Proposal: The selectpersons were asked about two items mentioned in their BOS 'Planning Information' sheet and the dollar amount required to complete:
  - Updating the Town General Bylaws – the plan is to internally update the document, so the only expense would be for a routine review by Town Counsel.
  - Repairs to Town Hall – it was suggested that carpeting and floor tiles be replaced due to wear and lifting. As there was no dollar amount provided in their FY15 proposal, the selectmen indicated that estimates would be pursued.

## Next Meeting

The next meeting is planned for January 8, 2014. The primary item will be review of the Police Department budget proposal for FY15.

## Adjournment

The Chairman adjourned the meeting at 9:00 PM.

Minutes submitted by: Andrew Harhay, Chairman

cc: Board of Selectmen, Town Clerk, Treasurer, Collector, Assessors, Accountant