



FINANCE COMMITTEE

Dan Yarumian, Vice Chair
Shelly Brooks
Don Marean
Janet Gilmore
Joseph Ponzetti

MINUTES OF FINANCE COMMITTEE MEETING 23 January 2024

Present: Daniel Yarumian, Vice Chair; Shelly Brooks; Janet Gilmore; Joseph Ponzetti.

Absent: Don Marean

Other Attendees: Select Board members- Roger Hicks, Mary Hoffman; Broadcasting Team- Ken Knudsen, Tiffany Dean, Bennet Flinner; Public - Terry Walters

Call to Order: A quorum being present, the meeting was called to order at 7:00 PM.

Roll Call was done with an introduction of everyone on the board in attendance.

Review of Minutes: Tabled until next meeting so that a quorum of attendees at the meeting were present.

Unfinished Business: None.

New Business:

1. Election of a Chair and Vice Chair: Tabled until next meeting so all members were in attendance. Dan Yarumian as Vice Chair will act as Chair until one is elected. Yarumian reflected that the chair position is a lot of work for a volunteer.
2. Review of Undesignated Funds request to cover the additional expenses to the Solid Waste Contract.

Issue referred for action by the Finance Committee in November. The current contract with McCormick ends in 2025. Within the contract it stated that if more than 50 (fifty) homes were built, an increase in fees would need to be assessed. Request is for \$18,359 to be taken from the undesignated funds to cover the increased cost through the 2023/2024 budget year. The total amount needed is \$23,000 with \$18,359 to be taken from the General Fund and \$9,641 from the amount carried forward from last year.

Motion made by Ponzetti and seconded by Gilmore to discuss the issue. All in favor.



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Discussion: Select Board has reviewed the request as noted in the Warrant Article to be able to move the funds from the undesignated account and voted unanimously to utilize the funds as noted above. Hicks stated that this was not optional. It is part of the contract that if more than 50 houses are built that an additional charge of \$65 per house will be assessed. Hicks stated that the Select Board has the authority to ask the Finance Committee to approve up to \$200,000 out of the undesignated funds for issues that come up during the year. Ponzetti wanted to be sure that the money was available in the account. Reassured by Hicks those funds are available. Gilmore inquired when the contract is due for renewal. Hoffman stated that will be the fall of 2024 for the fiscal year 2025-2026. Casella has expressed interest in possible bidding on the contract in past.

Motion previously made approved: Carried 4-0-1.

3. **Undesignated Fund and TIF Funds:**

Ponzetti asked some questions about how the undesignated fund is funded. Hicks reviewed that carried over funds are placed in the undesignated fund when the year is over. Hoffman will send a history of both the Undesignated Fund and TIF amount history to all members.

4. **Tax Acquired Property: Update to the Ordinance entitled "Town of Hollis Ordinance for Disposal of Tax Acquired Property."**

Federal Case determined that when Tax Acquired Property was being disposed of the Town had to get appraisals and determine fair market value and only take the fees-taxes, liens, lawyer costs, etc. from the proceeds and reimburse the owner with the balance. Brooks made a motion to accept the ordinance as rewritten with Ponzetti seconding the motion.

Discussion: Certain aspects of the ordinance included Yarumian asking what would happen to previously acquired property, would the Town have to do extensive searches for relatives? Hoffman replied that that was similar questions that the Select Board wanted to send to legal. Terry Walters stated that he felt that we had an "Ordinance for Disposal of Property- Not Real Estate." This past summer, Walters noted that trees were being harvested on Town property by the Sports Complex. The Select Board had selected an individual to do the harvesting and arrange for selling the wood involved and not a formal bid process. He feels that there needs to be an Ordinance or change in an ordinance to have a bid process for projects involving natural resources such as forests, gravel, dirt, etc. Hoffman will investigate this further and get back to the



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committee. It likely does not affect this specific Tax Acquired Property Ordinance. Recommendation made to not vote on the Ordinance until legal reviews the ordinance. No vote taken.

5. **Request for Appropriations and Additional Financials:**

Request made by Hoffman and Hicks that clarification be made about specifics of what information they would like to receive in regards to financials. Yarumian to send what McCubrey used to provide the Finance Committee. Hicks reviewed that the information is on the budgets (24 currently) is available about what specific departments have spent for the first six months. Hicks also reviewed that anticipated revenues are on target. That he has information available, if needed. He has eight (8) more budgets to review and submit.

6. **Plans for next meeting:**

Yarumian will select around 12 budgets to review at the next meeting. If anyone has any questions on the budgets, please submit to Yarumian or feel free to meet with Hicks concerning the budgets. Meeting scheduled for February 6th at 6:00 PM.

7. **Adjournment of the Meeting:**

Motion made by Brooks, seconded by Gilmore. All in favor. Meeting adjourned at 6:45 PM.

Minutes submitted by Mary Hoffman
Approved by committee at their 02.06.2024 meeting