

Town of Holland  
Selectboard Meeting Minutes  
Town Office  
March 18, 2025

**Present:** Select board Members: Trevor Gray, Dave Jacobs, Hugh Flynn

Town Clerk/Treasurer: Diane Judd

Road Foreman: Bob Camber

Others: School Board Chair – Gina Miller, Planning Commission Chair - Jim Davis  
Karla Braunesreither & Ed Brady, (via Zoom)

**1. Meeting was called to order at 6:30 by Trevor**

**2. Minutes** – from 02/06/2025 were approved. Trevor/Hugh AIF

**3. Adoptions/Amendments to Agenda** - none

**4. New Business**

**A. Board Organization** Dave moved that we keep everything the same as last year, 2<sup>nd</sup> by Hugh – AIF

1) Board Chair –Trevor

2) Vice Chair – Dave

3) Board Clerk – Diane

4) Paper of Record – the Chronicle, unless it's time sensitive, then it's Newport Daily Express.

5) Meeting Time – Next two meetings: April 1 and April 14. Following these meetings the regular schedule will be 2<sup>nd</sup> and 4<sup>th</sup> Mondays at 6:30 unless there are scheduling conflicts.

6) Board Member permission to sign warrants between meetings – Chair signs warrants between meetings, then the Vice-Chair if the Chair is unavailable.

7) Appoint Tree Warden –Andre Morin

**5. Road Foreman Report** – Bob said there have been multiple culverts that have needed work due to the recent thaw. It is very much appreciated that our residents know that if they see road damage happening, they call. Valley Road also needed work over the weekend due to water. The Ford ton truck was back in the shop as the DEF wasn't burning off and a wire was broken. The guys will start hauling sand soon. The roads can only handle limited work without spring damage due to thawing. There was discussion about the replacement of the ton truck. Ideas of what we need were discussed. It may not be a Ford again.

**6. Planning Commission** – Jim updated the Select Board on the town plan status; NVDA is reviewing it and then the State will review it. We have a Hazard Mitigation Plan Grant that needs to be used. He reached out for quotes to update the Plan and only received one. He presented the quote from OPH Consulting to the Board to review. The decision about whether to accept the OPH quote will be made at the next Select Board meeting. This company stated they could have it finished by the September 22 deadline. Jim said the PC had met with the road crew to discuss what they would like for a new garage. Jim and Darrell have measured buildings and vehicles and are exploring options. He would like at least one Select Board member to be on the garage committee. Dave immediately volunteered to be on it. Jim said there are other grants that the PC is looking at.

**7. Review Personnel Policy** – no action taken

**8. CD Investment** – Diane explained that with the surplus earmarked for the garage it is a good idea to invest in another CD. Community National Bank is offering 4.10APY for a six month CD. Diane suggested that we invest \$110,000. Dave moved to invest in the 6 month CD, 2<sup>nd</sup> by Hugh. AIF

**9. Public Comment** – none

**10. Unfinished Business** –

**A. School Transfer** – The School Board has already had an attorney draw up the deed for transfer of the school and grounds. Gina said the School Board would like to do a walk through and start discussions about the transfer at the next School Board meeting on April 1 at 6:30. The Board agreed to attend. Gina asked about the lawncare and if the Town might want to continue with the same company as the School contract is only through June 30. The same company mows for the Town too. There was discussion regarding the use of the gym and how it is planned now.

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**11. Executive Session** - At 7:25 Trevor moved to go in to Executive Session for Personnel, 2<sup>nd</sup> by Dave. Bob and Diane were invited to join. Exited at 8:10. It was decided to meet individually with the road crew soon.

**12. Town Clerk/Treasurer Update** – Eric Pope from VTRANS plans to meet with the Board for the annual meeting on Monday, April 28 at 8:00 at the office. She also spoke about a planned Municipal Roads General Permit training offered which will be held on April 3 at 9:00 at the VTRANS garage. Diane will attend as will Adam.

**13. Select Board Updates** - none

**14. Review of bills and signing orders –**

Highway:

Payroll 02/18/2025	\$2,375.87
Payroll 02/25/2025	\$3,384.15
Payroll 03/04/2025	\$2,385.67
Payroll 03/11/2025	\$2,386.37
Payroll 03/18/2025	\$2,428.38
Payroll Tax 02/14/2025	\$1,401.10
Payroll Tax 02/28/2025	\$1,960.60
Payroll Tax 03/14/2025	\$1,401.10
Invoices 02/28/2025	\$19,181.04*
Invoice 03/03/2025	\$754.27*
Invoices 03/18/2025	\$18,977.05

\*Dave Jacobs signed

General:

Payroll 02/18/2025	\$847.20
Payroll 02/25/2025	\$754.58
Payroll 03/04/2025	\$616.60
Payroll 03/11/2025	\$1,091.07
Payroll 03/18/2025	\$825.07
Payroll Tax 02/14/2025	\$714.25
Payroll Tax 02/28/2025	\$524.50
Payroll Tax 03/14/2025	\$578.52
Invoices 02/28/2025	\$2,970.83*
Invoices 03/18/2025	\$9,039.74

**16. Adjourned at 8:20**

Meeting Schedule: April 1, April 14