

Approved  
Feb 6, 2020

TOWN OF WINCHENDON, MA  
MINUTES: Audit Committee Meeting  
Wednesday, December 18, 2019 at 6:30 PM

RECEIVED

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WINCHENDON TOWN CLERK

Meeting was called to order at 6:30 with the pledge of allegiance.

**Attendees:** Moe Ward, Chair (Fin Com), Mike Barbaro (Selectman); Chris Casavant (Community)

**Invited Guests:** Tony Roselli of Roselli and Clark Accounting Firm; Vin Caprambone, IT Auditor; Keith Hickey, Town Manager; Joan Landers, School Superintendent; Don O'Neil and Bill Clinton, IT Directors for Town and School respectively.

**Old Business:** Mr. Roselli informed the committee that the town has a little over 10% of total budget in available cash (3.2 million). The aim is for 15%. The bond is paid off, there is not longer state oversight, the year end closings are complete for the town. At the time of the audit the school had a few more grants to clear up before final year end closing.

**New Business:** Reviewed the current management letter and held a discussion on:

Grants

MUNIS

School

Financials

Year End Reports

Budgeting Software (target date 2021)

OPEB

Long-term Objectives for the Town

Funding of Capital Projects

Mr. Roselli reported that both the town and the school are working cooperatively and have accomplished a great deal considering the continued changes in personnel.

**MOTION** by C. Casavant to go into Executive Session under **MGL c 30A Sec 21 (a) #4: To discuss the deployment of security personnel or devices, or strategies with respect thereto at 7:14 pm.** Seconded by M. Barbaro

Roll Call Vote: Unanimous

**MOTION** by M. Barbaro to return to public session at 8:02 pm. Seconded by C. Casavant.

Roll Call Vote: Unanimous.

**Approval of 09/16/19 Minutes:** Motion by M. Barbaro to approve the minutes of 09/16/19. Seconded by C. Casavant. Vote: 2 - 0 -1 (Casavant was absent for 9/16/19 meeting).

**Next Meeting:** Tri Board scheduled for January 27, 2020

**Public comments:** None

**Committee comments:** None

**MOTION** by M. Barbaro to adjourn at 8:06 pm. Seconded by C. Casavant Vote 3 - 0

Respectfully submitted by M. Ward, Chair.

