

**TOWN OF WINCHENDON**  
**FINANCE COMMITTEE REGULAR MEETING MINUTES**  
**Tuesday, May 9, 2017 6:30 P.M.**  
**Town Hall, 2nd Floor Conference Room**  
**109 Front Street, Winchendon, Mass.**

Present:

Thomas Kane, Chairman  
Robert Guenther  
Dr. Maureen Ward, Member  
James Robichaud, Member  
Tonya Dokulil, Member  
Charles Corts, Member

Debra Dennis, Recording Secretary

Absent: Christian Orobello

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List of Documents Presented at Meeting:

- Minutes April 11, 2017 Regular Meeting  
April 11, 2017 Joint Meeting  
April 25, 2017 Public Hearing Meeting
  - Town Manager Budget Transfer Request sheet
  - Year to Dates
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The meeting was called to order by Chairman Kane at 6:31 p.m. with the *Pledge of Allegiance to the Flag of the United States of America*.

Chairman Kane asked if anyone would be recording the meeting, there was no reply.

Dr. Maureen Ward asked if they could move the CAC Director Coleen Lapieriere next.

Chairman Kane said Coleen contacted him and wanted to attend this meeting to discuss the CAC and what they are doing. Ms. Lapieriere came forward. She thanked everyone for this opportunity to speak today about what they do at the organization. She said she joined the CAC six years ago. She said they partnered with a number of organizations. They provide complimentary services. The staff is 100% volunteers. She passed out a PowerPoint and talked about the organization. She gave some statistical data. The CAC started in 1973 to provide a range of services and help families and individuals in crisis. In 2016 they had 3,367 clients for the food pantry. There is a need for services that continue to increase. She said without the \$18,000 funding they receive from the town they wouldn't be able to keep their doors open. Chairman Kane said the work the CAC contributes is fundamental in this community. Dr. Maureen Ward said there is a need for personal care items not just food products at the CAC. James Robichaud asked what the hours are. Ms. Lapieriere said the food pantry is open Monday through Thursday from 9-1pm. The CAC is open from 9-4pm. They will also be open by appointment or in an emergency situation.

**Minutes- A motion was made by Dr. Maureen Ward to approve the regular meeting minutes of April 11, 2017; James Robichaud seconded.**

**KANE(Y) GUENTHER (A) WARD(Y) ROBICHAUD(Y) DOKULIL(Y) CORTS(Y)**

**A motion was made by Dr. Maureen Ward to approve the joint meeting minutes of April 11, 2017; James Robichaud.**

KANE(Y) GUENTHER (A) WARD(Y) ROBICHAUD(Y) DOKULIL(Y) CORTS(Y)

A motion was made by Dr. Maureen Ward to approve the Public Hearing minutes of April 25, 2017; Tonya Orobello seconded.

KANE (Y) GUENTHER (A) WARD(Y) ROBICHAUD(Y) DOKULIL (Y) CORTS(Y)

**Town Manager Budget Transfer Requests**-Mr. Hickey came forward. He said you received a memo with the transfers that he is proposing and the transfer justifications.

Mr. Hickey said the first one is to transfer \$18,000 from Unemployment Insurance to Legal Expense. They are spending more than normal. Most of the money is being used towards one developer. **Dr. Maureen Ward moved to approve the transfer of \$18,000 from Unemployment Insurance to Legal Expense; Robert Guenther seconded.**

KANE(Y) GUENTHER (Y) WARD(Y) ROBICHAUD(Y) DOKULIL(Y) CORTS(Y)

Mr. Hickey said this is to transfer \$10,000 from Unemployment Insurance to Police Expense-Electricity. He said the estimates for unemployment insurance was less than what they expected. This amount is to pay for the electricity through the end of the fiscal year. **Dr. Maureen Ward moved to approve the transfer of \$10,000 from Unemployment Insurance to Police Expense-Electricity; Tonya Dokulil seconded.**

KANE(Y) GUENTHER (Y) WARD(Y) ROBICHAUD (N) DOKULIL(Y) CORTS(Y)

Mr. Hickey said this is to transfer \$8,569 from Unemployment Insurance to Town Manager Salary. He said the Board of Selectmen voted for a one time vacation buy back. **Dr. Maureen Ward moved to approve the transfer of \$8,569 from Unemployment Insurance to Town Manager Salary; Robert Guenther seconded.**

KANE(Y) GUENTHER (Y) WARD(Y) ROBICHAUD (N) DOKULIL (N) CORTS(Y)

Mr. Hickey said this is to transfer \$5,000 from Unemployment Insurance to Collector/Treasurer Tax Title. The Treasurer has been very active collecting past due taxes. There was \$20,000 in that line item in FY17 and \$25,000 in FY18. He said these fund will pay for themselves. **Dr. Maureen Ward moved to approve the transfer of \$5,000 from Unemployment Insurance to Collector/Treasurer Tax Title; James Robichaud seconded for discussion.** James Robichaud said he agrees this is critical money well spent.

KANE(Y) GUENTHER (Y) WARD(Y) ROBICHAUD(Y) DOKULIL(Y) CORTS(Y)

Mr. Hickey said this is to transfer \$21,736 from Health Insurance Employer to Technology Expense. He said this is to replace the phone systems at Town Hall and the Library. They will acquire a new phone system that will be connected to the Police Department. **Dr. Maureen Ward moved to approve a transfer of \$21,736 from Health Insurance Employer to Technology Expense; James Robichaud seconded for discussion.**

James Robichaud asked if the phone system at the Police Department is maxed out. Mr. Hickey said there is plenty of room. Robert Guenther questioned if this was a capital item. Mr. Hickey said the phones cost \$500 a piece. It is also to pay for licenses.

KANE(Y) GUENTHER (Y) WARD(Y) ROBICHAUD(Y) DOKULIL(Y) CORTS(Y)

Mr. Hickey said this is to transfer \$10,000 from Health Insurance Employer to Snow and Ice. He said snow and ice is overspent by \$10,000. This would take care of the deficit. **Dr. Maureen Ward moved to approve a transfer of \$10,000 from Health Insurance Employer to Snow and Ice; Robert Guenther seconded.**

KANE(Y) GUENTHER (Y) WARD(Y) ROBICHAUD(Y) DOKULIL(Y) CORTS(Y)

Mr. Hickey said this is to transfer \$450 from Health Insurance Employer to Town Hall Sewer. **Dr. Maureen Ward moved to approve the transfer of \$450 from Health Insurance Employer to Town Hall Sewer; Tonya Dokulil seconded.**

KANE(Y) GUENTHER (Y) WARD(Y) ROBICHAUD(Y) DOKULIL(Y) CORTS(Y)

Chairman Kane said the last three transfers were from Health Insurance Employer. He said the balance in that account is \$442,000 prior to any transfers.

Mr. Hickey said this is to transfer \$500 from Health Insurance Employer to Town Hall Custodial Salary. **Dr. Maureen Ward moved to approve a transfer of \$500 from Health Insurance Employer to Town Hall Custodial Salary; Tonya Dokulil seconded.**

**KANE(Y) GUENTHER (Y) WARD(Y) ROBICHAUD(Y) DOKULIL(Y) CORTS(Y)**

Mr. Hickey said this is to transfer \$429 from Finance Committee Miscellaneous to Finance Committee Secretary. He said there were some changes made last year that got lost in the shuffle. **Dr. Maureen Ward moved to approve a transfer of \$429 from Finance Committee Miscellaneous to Finance Committee Secretary; Tonya Dokulil seconded.**

**KANE(Y) GUENTHER (Y) WARD(Y) ROBICHAUD(Y) DOKULIL(Y) CORTS(Y)**

Mr. Hickey said this is to transfer \$500 from Council on Aging Director Wages to Council on Aging Sewer. **Dr. Maureen Ward moved to approve a transfer of \$500 from Council on Aging Director Wages to Council on Aging Sewer; James Robichaud seconded.**

**KANE(Y) GUENTHER (Y) WARD(Y) ROBICHAUD(Y) DOKULIL(Y) CORTS(Y)**

**Year to Dates**-Chairman Kane said the motor vehicle excise tax collection is at 94% which is encouraging to see. He said there is some reposting of expenses in the School Department. He said deficits are less than they were last year. The water receipts exceeded the budgetary. It's about \$35,000 above it.

**Finance Committee Report-** Chairman Kane said he gave each member a draft of the Finance Committee report. He said this is a report on the town debt situation. He said he went back to the Fiscal Policies realizing he was guilty of putting them on the shelf. He said the Finance Committee is supposed to annually give an update on the debt situation. In the report he said he talks about debt management, why we have debt and examples of different types of debt. The town's debt will not exceed 10% of the general fund revenues. Dr. Maureen Ward asked if they were going to have a meeting prior to Town Meeting. Chairman Kane said yes at 6:30pm in case something comes up.

**Member Comments-** Chairman Kane said he received a message from Linda Daigle to tentatively schedule a Joint meeting with the School Committee. The date is June 8<sup>th</sup>. He said he asked her if the Town Manager to present any additional transfers. The Finance Committee will tentatively meet jointly with the Board of Selectmen to discuss and vote on the final transfers.

Chairman Kane said he received correspondence from the President of the Teacher's Association concerning a remark that was made by Christian Orobello. The comment that Christian Orobello said was sometimes people eat their young. What was meant is sometime people lose their job when there isn't enough money. Chairman Kane said he didn't feel an apology was needed.

Dr. Maureen Ward said at the last meeting the School Committee said they would give the Finance Committee a copy of the full DESC report. She said she hasn't seen anything. She asked Chairman Kane to follow up on it. She said it would be good to see before Town Meeting.

Dr. Maureen Ward said she asked for a copy of the latest National Grid invoice for the School Department. She said Rich Ikonen the School Business Manager said it was itemized what was owed last year. She said she received a copy. It has National Grid and other suppliers on the invoice. National Grid said when they get a payment they put it towards the oldest bill. Chairman Kane said he would touch base with Mr. Ikonen to discuss this. He said it makes you wonder what happened six or seven years ago. Dr. Maureen Ward questioned why it wasn't getting paid and who made the decision not to pay it.

James Robichaud said he would like to revisit the revenue sharing and funding sources. Chairman Kane said they should use a clear formula and use typical guidelines. A formula that revenue gets shared equitable. Dr. Maureen Ward said net school spending should be itemized. It should show what has been given. Chairman Kane said right

now they are at about 1% above net school spending. He said we need to come up with a formula that is agreed on to fund the town and the school.

**Public Comments**-None

**Adjournment**-A motion was made by Dr. Maureen Ward to adjourn the meeting; Robert Guenther seconded.

**KANE(Y) GUENTHER (Y) WARD(Y) ROBICHAUD(Y) DOKULIL(Y) CORTS(Y)**

**The meeting was adjourned at 7: p48.m.**

Respectfully Submitted;

Debra A. Dennis  
Recording Secretary