

Approved: 8/8/23

# TOWN OF WINCHENDON

WINCHENDON TOWN CLERK  
RCUD AUG 17 2023 PM12:17



## Finance Committee

Telephone (978)-297-5419

### Joint Board Meeting with the BOS

Finance Committee Minutes

July 13, 2023 6:30PM

Town Hall 4th Floor Conference Room

---

**Finance Members Present:** Chair Thomas J. Kane Jr., Vice-Chair Dr. Maureen Ward, Charles C. Corts, Doug Delay, Anthony Dickson, Adrian Guerrero, James Reid

**BOS Members Present:** Chair Audrey LaBrie, Vice-Chair Richard Ward, Melissa Blanchard, Danielle LaPointe

**Absent:** Barbara Anderson

---

### List of Documents Presented at Meeting:

- July 13, 2023 Meeting Agenda
  - FY23 Budget Transfer Requests
  - Reserve Fund Requests
- 

**6:30PM:** Chair Audrey LaBrie called the Board of Selectmen meeting to order. Chair Thomas J. Kane Jr. called the Finance Committee meeting to order, followed by the Pledge of Allegiance.

A. LaBrie announced the meeting was being recorded but not broadcasted live. It will be available at the Town Manager's office or online on the Town's website.

### FY23 Budget Transfer Requests:

Transfer from the Retiree Health Insurance Account to the Monty Tech Assessment Account in the amount of 16 cents.

Dr. Maureen Ward motioned to approve the transfer from the Retiree Health Insurance Account to the Monty Tech Assessment Account in the amount of 16 cents, 2nd by C. Corts.

Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0

Richard Ward motioned to approve the transfer from the Retiree Health Insurance Account to the Monty Tech Assessment Account in the amount of 16 cents, 2nd by M. Blanchard.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Building Repair & Maintenance Account to Town Hall Cupola Repairs in the amount of \$10,782.20

Town Hall Vacant Building Expense to Town Hall Cupola Repairs in the amount of \$967.17

Office Supplies to Town Hall Cupola Repairs in the amount of \$650.63

Total Amount \$12,400

Dr. Maureen Ward motioned to approve the transfer requests as stated, 2nd by C. Corts.

**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer requests as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Community Development Salary Account to the Town Manager Salary Account in the amount of \$64,000

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by D. Delay.

**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Retiree Health Insurance Account to the Collector/Treasurer Software Support Account in the amount of \$13,000

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.

**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Community Development Salary Account to the Internet Expense Account in the amount of \$200

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.

**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Town Hall Vacant Building Expense Account to the Town Hall Overtime Account in the amount of \$449.75

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by D. Delay.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.  
**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Fire Department Building and Repair Account to the Fire Department Overtime Account in the amount of \$13,345.95.

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.  
**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Fire Department Equipment Account to the Fire Department Overtime Account in the amount of \$172.35.

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.  
**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Community Development Director Salary Account to the Land Use Clerk Account \$6,809.20

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.  
**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Ambulance Certification Account to the Fire Department Overtime Account in the amount of \$6,200

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.  
**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from Fire Department Building Equipment Repair to Fire Department Overtime in the amount of \$3,700.81

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.  
**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the DPW Fleet Maintenance Salary Account to the DPW Administrative Clerk Account in the amount of \$715

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by D. Delay.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.  
**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the DPW Fleet Maintenance Salary Account to the Cemetery Foreman Account in the amount of \$875

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.  
**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the DPW Fleet Maintenance Salary Account to the Highway Overtime Account in the amount of \$2,000

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by D. Delay.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.  
**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Transfer Station Safety Shoes Account to the Transfer Station Tipping Account in the amount of \$250

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.  
**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Health Insurance Account to the Snow and Ice Payroll Account in the amount of \$41,848.43

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Health Insurance Account to the Snow and Ice Materials Account in the amount of \$56,151.57

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the School Transportation Account to the Snow and Ice Materials Account in the amount of \$66,528

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Special Education Transportation Account to the Snow and Ice Materials Account in the amount of \$35,000

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by D. Delay.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Community Development Salary Account to the Veterans Salary Account in the amount of \$1,600

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Health Insurance Account to the Life Insurance Account in the amount of \$2,304.41

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by D. Delay.

**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Health Insurance Account to the Life Insurance Retirees Account in the amount of \$320.72

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by D. Delay.

**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Workers Compensation Account to the Medicare Account in the amount of \$21,000

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by D. Delay.

**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

Transfer from the Retiree Health Insurance Account to the Medicare Account in the amount of \$20,000

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.

**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Richard Ward motioned to approve the transfer as stated, 2nd by D. LaPointe.

**Blanchard (Y) LaPointe (Y) Ward (Y) LaBrie (Y) 4-0**

#### **Reserve Fund Requests:**

Transfer from the Finance Committee Reserve Account to the COA (Council on Aging) Heating Fuel Account in the amount of \$9,073.24

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by D. Delay.

**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Transfer from the Finance Committee Reserve Account to the Library Heating Fuel Account in the amount of \$386.03

Dr. Maureen Ward motioned to approve the transfer as stated, 2nd by C. Corts.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

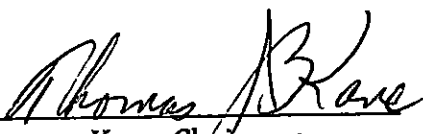
Dr. M Ward thanked Fire Chief Smith for his hard work in trying to curb the overtime account.

**6:55PM-** Dr. M. Ward motioned to adjourn the Finance Committee, 2nd by C. Corts.  
**Corts (Y) Delay (Y) Dickson (Y) Guerrero (Y) Reid (Y) Ward (Y) Kane (Y) 7-0**

Respectfully submitted:

*Brianna Roberts*

Brianna Roberts, Finance Committee Recording Secretary

  
Thomas Kane, Chairman

\_\_\_\_\_  
Dr. Maureen Ward, Vice-Chair

\_\_\_\_\_  
Charles C. Corts

\_\_\_\_\_  
Douglas Delay

\_\_\_\_\_  
Anthony Dickson

\_\_\_\_\_  
Adrian Guerrero

\_\_\_\_\_  
James Reid