

Approved: 2/11/23

TOWN OF WINCHENDON



Finance Committee

Telephone (978)-297-5419

Regular Meeting/Public Hearing

Finance Committee Minutes

January 17, 2023 6:00PM

Town Hall 2nd Floor Auditorium

Present: Chairman Thomas J. Kane Jr., Dr. Maureen Ward, Charles C. Corts, Robert O'Keefe
Absent: Doug Delay, Adrian Guerrero, James Reid

List of Documents Presented at Meeting:

- January 17, 2023 Meeting Agenda
 - December 13, 2022 Minutes
 - YTD Report
-

6:00PM: Chairman Thomas J. Kane Jr. called the Finance Committee meeting to order followed by the Pledge of Allegiance.

Approval of Minutes: December 13, 2022

Dr. M. Ward motioned to approve the December 13, 2022 minutes, 2nd by C. Corts.

Corts (Y) O'Keefe (A) Ward (Y) Kane (Y) 3-0-1 Abstention

Request for Snow and Ice Reserve Funds: Brian Croteau, DPW Director, requested to release \$93,000 in the snow and ice reserve fund and transfer to the snow and ice materials fund. There has been a significant increase in the price of salt and materials. Last year it was \$73/ton for coated salt, and this year the cost was increased to \$95/ton. They made the decision to switch to regular salt at \$85/ton. The weather this year has also been unique, there have been a lot of small but drawn out storms requiring multiple saltings.

R. O'Keefe motioned to approve the request to release the snow and ice reserve funds of \$93,000, 2nd by C. Corts

Corts (Y) O'Keefe (Y) Ward (Y) Kane (Y) 4-0

Request for Finance Committee Reserve Funds: The 2nd request was to transfer \$7,500 from the finance reserve account to the highway vehicle maintenance account. The cost of parts has tripled this year, which was the driving factor for the request.

R. O'Keefe motioned to approve the transfer request of \$7,500 from the finance reserve account to the highway vehicle maintenance account. 2nd by C. Corts.

Corts (Y) O'Keefe (Y) Ward (Y) Kane (Y) 4-0

The 3rd request was to transfer \$5,000 from the finance reserve account to the fire vehicle maintenance account. The turbo in fire engine #1 broke. They replaced it in house and the cost was \$5,000. This was an unexpected cost as the fire engine is only 5 years old.

R. O'Keefe motioned to approve the transfer request of \$5,000 from the finance reserve account to the fire vehicle maintenance account. 2nd by C. Corts.

Corts (Y) O'Keefe (Y) Ward (Y) Kane (Y) 4-0

YTD Report: T. Kane stated he found a few discrepancies that will need to be followed up on. He mentioned one regarding school transportation. In the in-town, sped, and homeless transportation lines, there is money that's been encumbered in FY22, in the transfer/adjustments column. He believed they were unpaid bills at the end of the year, in June, but they should be paid by now. He needed to inquire further to ensure the bills have been paid to adjust the YTD report.

The finance reserve account started at \$40,000, \$10,000 was put towards the cyber attack deductible, bringing it to \$30,000. Then the committee voted tonight to spend \$12,500, bringing the balance to \$17,500. There was a mistake in the YTD report, an additional \$40,000 was added to the account in error.

The Fire Chief updated T. Kane and let him know he was facing some challenges with the personnel budget due to several members out with injuries/illnesses. The only account currently over budget was the overtime account. He has been making an effort to adjust the accounts accordingly with the shortages he's been faced with.

Another error pointed out was regarding the highway materials and highway materials and supplies account. They both have the \$95,000 that was voted in at the fall town meeting and it should only be in one account.

Committee Comments: None.

Public Input: None.

6:29PM- Dr. M. Ward motioned to adjourn, 2nd by C. Corts

Corts (Y) O'Keefe (Y) Ward (Y) Kane (Y) 4-0

The Finance Committee adjourned at 6:29PM

Respectfully submitted:

Brianna Roberts, Finance Committee Recording Secretary



Thomas Kane, Chairman

Dr. Maureen Ward, Vice-Chair

Charles C. Corts

Douglas Delay

Adrian Guerrero

Robert O'Keefe

James Reid