

Approved: 7/1/0123

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# TOWN OF WINCHENDON



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## Finance Committee

Telephone (978)-297-5419

### Regular Meeting/Public Hearing

June 13, 2023 6:30PM

Town Hall 2nd Floor Auditorium

**Present:** Chairman Thomas J. Kane Jr., Vice-Chair Dr. Maureen Ward, Charles C. Corts, Doug Delay, Anthony Dickson

**Absent:** Adrian Guerrero, James Reid

#### List of Documents Presented at Meeting:

- June 13, 2023 Meeting Agenda
- YTD Reports
- End of Year Budget Transfers

**6:30PM:** Chairman Thomas J. Kane Jr. called the Finance Committee meeting to order, followed by the Pledge of Allegiance.

#### Minutes: April 10, 2023, April 24, 2023, April 26, 2023, & May 9, 2023

C. Corts motioned to approve the minutes of April 10, 2023, 2nd by D. Delay  
**Corts (Y) Delay (Y) Dickson (Y) Ward (Y) Kane (A) 4-0-1 Abstention**

Dr. M Ward motioned to approve the minutes of April 24, 2023, 2nd by C. Corts  
**Corts (Y) Delay (A) Dickson (Y) Ward (Y) Kane (A) 3-0-2 Abstentions**

Dr. M Ward motioned to approve the minutes of April 26, 2023, 2nd by C. Corts  
**Corts (Y) Delay (A) Dickson (Y) Ward (Y) Kane (A) 4-0-1 Abstention**

Dr. M Ward motioned to approve the minutes of May 9, 2023, 2nd by D. Delay  
**Corts (A) Delay (A) Dickson (Y) Ward (Y) Kane (A) 4-0-1 Abstention**

#### Chair Report:

At the last meeting, the members discussed their concern with the revenue reports being delayed. T. Kane spoke with Katie Medina, the Town Accountant, who acknowledged they were behind, stating it's a new process and it requires a certain amount of learning on the job but she has been working weekly with the prior Town Accountant, Joanne, so she is diligently working to get caught up. They are hopefully to have the number reconciled by the end of the fiscal year, which is coming up soon. T. Kane will check in with the Accountant weekly for updates.

#### **YTD Reports:**

The Committee has been aware of the delay in getting the revenue reports, as for the expense reports, the bottom lines aren't too far off and the School and Town reports seem balanced. School Choice is at 66% spent, but the billing is quarterly, so there is still 1 more quarter left. The School is at 86% spent and the Town is at 88% spent.

#### **Representative Committee Reports/Appointments:**

T. Kane stated they needed to re-appoint representatives from the Finance Committee to each of the standing Committees such as the Capital Planning Committee, Audit Committee, Fire-Station, and CPA Committee. The Finance Committee has been asked to serve on the Town Manager Search Committee.

Dr. M. Ward motioned to nominate Doug Delay as Finance Committee Representative on the Town Manager Search Committee, 2nd by C. Corts

**Corts (Y) Delay (Y) Dickson (Y) Ward (Y) Kane (Y) 5-0**

#### **End of Year Budget Transfers:**

Dr. M. Ward motioned to approve the transfer from Ambulance Certification to FD Overtime in the amount of \$6,200, 2nd by D. Delay.

**Corts (Y) Delay (Y) Dickson (Y) Ward (Y) Kane (Y) 5-0**

Dr. M. Ward motioned to approve the transfer from FD Building and Equipment Repair to FD Overtime in the amount of \$3,700.81, 2nd by C. Corts.

**Corts (Y) Delay (Y) Dickson (Y) Ward (Y) Kane (Y) 5-0**

Dr. M. Ward motioned to approve the transfer from IT Tech Salary to Town Manager Executive Assistant in the amount of \$7,072, 2nd by D. Delay.

**Corts (Y) Delay (Y) Dickson (Y) Ward (Y) Kane (Y) 5-0**

Dr. M. Ward motioned to transfer \$8,000 from the Reserve Fund Fuel Account to Street Lights, 2nd by C. Corts.

**Corts (Y) Delay (Y) Dickson (Y) Ward (Y) Kane (Y) 5-0**

Dr. M. Ward motioned to transfer \$1,536.24 from the Reserve Fund Fuel Account to the Heating Fuel Account, 2nd by C. Corts.

**Corts (Y) Delay (Y) Dickson (Y) Ward (Y) Kane (Y) 5-0**

Dr. M. Ward motioned to transfer \$4,000 from the Reserve Fund to the Fire Vehicle Maintenance Account, 2nd by D. Delay.

**Corts (Y) Delay (Y) Dickson (Y) Ward (Y) Kane (Y) 5-0**

The Committee discussed possibly meeting on June 27th but decided to wait until they have more accurate numbers and meet at their regular meeting on July 11th.

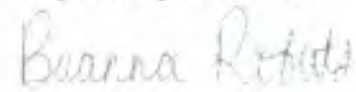
**Member Comments:** Dr. M. Ward mentioned she was not able to make it to the Grant Opening of the Amphitheater but from what she heard and saw on video it turned out great and commended everyone on their hard work to make it happen.

**Public Input:** None.

**7:30PM-** Dr. M. Ward motioned to adjourn, 2nd by C. Corts.

**Corts (Y) Delay (Y) Dickson (Y) Ward (Y) Kane (Y) 5-0**

Respectfully submitted:



Brianna Roberts, Finance Committee Recording Secretary

  
Thomas Kane, Chairman

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Dr. Maureen Ward, Vice-Chair

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Charles C. Corts

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Douglas Delay

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Anthony Dickson

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Adrian Guerrero

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James Reid