

Approved: 4/24/23

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MEETING MINUTES
Quad Meeting: Board of Selectmen, Finance Committee, School Committee and Audit Committee
MONDAY, January 17, 2023
Town Hall, 2nd Floor Auditorium, 109 Front Street, Winchendon, Mass.**

Present:

Audrey LaBrie, Chair
Rick Ward, Vice-Chair
Barbara Anderson
Amy Salter
Danielle LaPointe

Justin Sultzbach, Town Manager
Mary Calandrella, Executive Assistant
Debra Dennis, Administrative Assistant

List of Documents Presented at Meeting:

- Roselli, Clark & Associates Report on Examination of the Basic Financial Statements and Additional Information Year Ended June 30, 2022
 - Five Year Financial Forecast Fiscal Year 2024-2028
 - Memo: FY 24-28 Five Year Budget Projection
 - Guide to FY24 Budget and STM-ATM Timelines
 - Memo: Town/School Revenue/Cost Sharing Discussion
 - Division of Local Services-Increase/Decrease Amount Selected \$130,000
 - Fire Station Vote Flyer about Virtual and In Person Input Sessions
 - Memo: Community Preservation Act Exploratory Committee Recommendation
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Chair LaBrie called the meeting to order at 7:00P.M. All rose for the Pledge of Allegiance. LaBrie asked if anyone would be audio or video recording this meeting tonight to which there was no response heard.

1. JOINT MEETING with FINANCE COMMITTEE, SCHOOL COMMITTEE AND AUDIT COMMITTEE

1.1. Appointing Ceremony for Police Chief Daniel Wolski-Sultzbach gave an overview of the appointment of Police Chief Daniel Wolski. Chief Daniel Wolski came forward for the official swearing in ceremony by the Town Clerk. Chief Wolski thanked everyone for his appointment. He thanked the police department and his family for their support.

1.2. Monty Tech Report by Tamarah Casavant-This was tabled until the next meeting.

1.3. Auditor Report- Roselli & Clark-Tony Roselli came forward to present the Auditor Report results of the 2022 audit. Trending in the right direction. Mr. Roselli reviewed the management letter. He discussed the unassigned fund balance increase, stabilization funds increase, balance budget for fiscal year and ARPA allotment 3.3 million. Key challenges transition of new Treasurer/Collector's office, Town Accountant's office and School Business office.

LaBrie discussed using AARPA funds for tax title. Sultzbach said \$20,000 is budgeted each

year for this process.

- 1.4. Presentation of Five Year Financial Forecast-FY24-FY28-Sultzbach gave an overview the five year forecast. He read his memo pertaining to the five year forecast. Tom Kane, Finance Committee Chair commented about looking at actuals and see where the deficits are.
- 1.5. Draft 2023 Special/ Annual Town Meeting Schedule-Sultzbach went over the timeframe for department budgets is Feb 9th, School Department budget, capital improvement plan, dates for Annual and Special Town Meetings. The Special Town Meeting/Annual Town Meeting is May 15, 2023
- 1.6. Town/School Cost/Revenue Sharing Process Discussion-Sultzbach went over his memo which asked that a five person working group be formed comprised of two members of the Board of Selectmen, two members of the School Committee, and one member of the Finance Committee. This group would meet with Superintendent King and the Town Manager to hash out a draft agreement. This would be brought before the tri-Board for broader input, public review and approval.
- 1.7. Review Fire Station Public Forum-Chief Smith came forward. There was a zoom informational meeting the other night. He is attending tonight's meeting if there are any questions. Sultzbach presented an updated report since receipt of DLS. The values of homes have increased but the tax rate went down. Larry Murphy congratulated Chief Smith and Sultzbach on how they brought costs down.

LaPointe made a motion to take a five-minute recess and LaBrie seconded the motion. All aye. The Board reconvened at 8:41pm

- 1.8. CPAEC Presentation-Adam Gardner, and Kyle Bradley came forward. Sultzbach went over the formation of this committee. This has been a community effort. Mr. Gardner went over the work that was done by the committee. CPAEC recommends the town locally adopt the CPA at the 3% threshold. This would be a dedicated funding source that allows the community to earmark funds for citizen-driven initiatives. Sultzbach said he went before the Robinson Broadhurst foundation about donating 1% for this fund. Special Town Meeting March 13th if it passes it will go on the annual ballot in May. LaBrie asked what the plans are to get this out to voters? Mr. Gardner said do outreach, and do Q&A's. Ward said the average house is \$281,646 by the chart so this would be cost \$73.02 more with no contribution from Robinson Broadhurst Foundation.
2. **NEW BUSINESS:** There was no discussion this evening on this subject.
3. **OLD BUSINESS:** There was no discussion this evening on this subject.
4. **MEMBERS COMMENTS AND ANNOUNCEMENTS:** There was no discussion this evening on this subject.
5. **PUBLIC COMMENTS AND ANNOUNCEMENTS:** There was no discussion this evening on this subject.
6. **ADJOURNMENT:** Salter made a motion to adjourn and Ward seconded the motion. Salter aye, Ward aye, Anderson aye, LaPointe aye, and LaBrie aye.

The meeting was adjourned at 9:05pm.

Respectfully submitted

Debra Dennis

Debra Dennis, Administrative Assistant