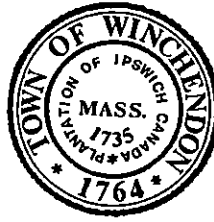


Approved: 11/ 2/21

TOWN OF WINCHENDON

WINCHENDON TOWN CLERK
RCUD NOV 10 2021 AM 9:31



Finance Committee

Telephone (978)-297-5419

Regular Meeting/Public Hearing
Finance Committee Minutes
October 12, 2021
Town Hall 2nd Floor Auditorium

Present: Chairman Thomas J. Kane Jr., Vice Chair Maureen Ward, Charles C. Corts, Douglas Delay, Adrian Guerrero, Phil Levine
Justin Sultzbach, Town Manager

Absent: Austin Cyganiewicz

List of Documents Presented at Meeting:

- Updated Committee Roster Information
- YTD Budget Report
- Finalized Draft Special Town Meeting Warrant November 08, 2021

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

The board welcomed their newest member, Adrian Guerrero.

Approval of Minutes: 9/14/21

Motion by M. Ward. Seconded by C Corts.

Corts (Y) Delay (Y) Guerrero (A) Levine (Y) Kane (Y) Ward (Y) 5-0-1 Abstention

Year To Date Reports:

Mr. Kane met with Joanne Goguen, the town accountant, to discuss the YTD reports. Mr. Kane had some questions regarding the transfer and adjustments column, most of which were encumbrances from last year.

Mr. Kane had a question regarding a \$40,000 transfer in the water department. Last spring at the town meeting, there was a vote to borrow \$800,000 for water meters and it did not pass, as it needed a 2/3 vote and only received 64%. In the meantime, instead of replacing all the meters at once by an outside company, they are being replaced as needed by a water department employee and actual water meter readings are being performed.

Dr. Ward questioned why 98% of the DPW tree trimming budget had been used already, as it did not seem normal for this time of year. Brian Croteau, Director of DPW, responded that due to the current tree disease infestation, the trees are dying a lot quicker than expected and has exceeded the normal tree trimming budget. The DPW employees are able to trim trees under 60ft, but anything taller or dangerous needs to be outsourced, and the tree trimming budget funds those costs. The DPW staff will continue to trim what they can, and have National Grid take care of the trees near power lines.

Dr. Ward mentioned the Toy Town Clerical salaries were at 70% already. Mr. Kane mentioned he and Phil Levine would meet with the school department to discuss some questions and concerns.

Recess- 6:50PM

Dr. Ward motioned to recess, seconded by Mr. Corts.

7:00PM: Call to Order- Public Hearing - Vote on Recommendations on Warrant Articles

Chairman Thomas Kane called the Finance Committee public hearing to order.

CAPITAL ARTICLES

Article 1- To see if the Town will vote to hear and act on the reports of the Finance Committee, and any other Board or Committee, or act in relation thereto.

Article 2- To see if the Town will vote to transfer from Free Cash the sum of \$1,621.25 for the payment of bills of a prior fiscal year as follows:

Fiscal Year	Name	Invoice Amount
FY2019	Votacall	\$500.00
FY2019	eCity Systems, LLC	\$515.00
FY2020	eCity Systems, LLC	\$104.00
FY2020	Votacall	\$125.00
FY2020	Votacall	\$377.25
Total		\$1,621.25

Or act in relation thereto.

Dr. Ward asked Justin Sultzbach, the Town Manager, to explain what Votacall and eCity Systems, LLC were. Mr. Sultzbach explained they are services to assist in public outreach and communication. The town no longer uses eCity Systems, LLC, so the remaining charges are from when the eCity Systems contract was terminated and never followed up.

Article 3- To see if the Town will vote to transfer from Free Cash the sum of \$65,000 for the construction of a Municipal Parking Lot to be located on Town-owned Parcel 5B2-0-300.

Mr. Sultzbach explained that it is a Capital item they are looking to construct in the upcoming spring as a direct response to the Central Street reconstruction that will be occurring. The reconstruction will result in limited parking, so in order to make up for the lost parking, it is proposed to construct a parking lot located diagonally between the library and the police department. It went before the Capital Planning Committee and was approved unanimously 4-0. It would include roughly 20 parking spots.

Article 4- To see if the Town will vote to transfer from Free Cash the sum of \$66,735.27 for the acquisition of a replacement 1 Ton Truck for the DPW.

Mr. Sultzbach explained in the winter of 2019/2020 a 2008 1 Ton Truck was totaled and the payout through insurance was \$15,000 that went back directly in the general fund. It went before the Capital Planning Committee and was approved unanimously 4-0.

FINANCIAL ARTICLES

Article 5- To see if the Town will vote to transfer from Free Cash the sum of \$81,562.65 to fund the FY21 operating deficit of the Water Department, or act in relation thereto.

Article 6- To see if the Town will vote to transfer from Free Cash the sum of \$151,131.98 to fund the FY21 operating deficit of the Water Department, or act in relation thereto.

Article 7- To see if the Town will vote to raise or transfer from available funds the additional sum of \$114,406 to fund the anticipated revenue shortfall of the Water Budget voted under Article 7 of the May 17, 2021 Annual Town Meeting, and to decrease the FY2022 Water Budget \$70,000 from \$1,113,978 to \$1,043,978, or act in relation thereto.

Dr. Ward and Mr. Kane expressed their concerns with the articles 5-8. They understood Articles 5 and 6 need to be taken care of legally, but explained there should be a raise in water rates to fund the increases. Mr. Sultzbach stated that would be a Selectmen issue to vote on, and there was not much he could do otherwise. It was noted that raising the water rates has been an issue for a few years now. Dr. Ward expressed it is not fair to the well-water users to pay an increase in taxes to fund the deficit.

Article 8- To see if the Town will vote to raise and appropriate or transfer from available funds the additional sum of \$199,217 to fund the anticipated revenue shortfall of the Wastewater Budget voted under Article 8 of the May 17, 2021 Annual Meeting, and to decrease the FY2022 Wastewater Budget \$100,000 from \$1,512,166 to \$1,412,166 or act in relation thereto.

Article 9- To see if the Town will vote to raise and appropriate or transfer from available funds the additional sum of \$1,553.30 to be added to the Vets Service Director Personnel Account voted under Article 6 of the May 17, 2021 Annual Town Meeting, for a total appropriation for FY2022 of \$18,928.30, or act in relation thereto.

Dr. Ward commented that Article 9 was unnecessary as the amount was low and transfers are done at the end of the year.

Article 10- To see if the Town will vote to transfer from Free Cash the sum of \$50,000 to the OPEB Trust Account that was established to mitigate the Town's liability for Other Post-Employment Benefits (OPEB), or act in relation thereto.

Article 11- To see if the Town will vote to transfer from Free Cash the sum of \$50,000 to a Reserve Account established to mitigate the Town's liability for Contractual Separation Pay-outs, or act in relation thereto.

Article 12- To see if the Town will vote to transfer from Free Cash the sum of \$130,000 to the Stabilization Fund, or act in relation thereto.

GENERAL BUSINESS ARTICLES

Article 13- To see if the Town will vote to authorize the Town Manager, in accordance with the provisions of G.L. c.44, 21C to enter into a lease purchase agreement for a term of three years for the acquisition and equipping of a Cracksealer for use by the Department of Public Works, or act in relation thereto. (Purchase is already funded through Annual Operation Budget, no additional cost)

Mr. Kane explained the Cracksealer is a capital purchase and should be a capital article. The Article should include the total cost of the machine, \$93,000, so the Town knows exactly what they vote for. Mr. Sultzbach commented that the language of the Article came directly from the Town legal team.

REQUEST TO ACQUIRE PROPERTY

Article 14- To see if the Town will vote to accept a deed(s) in lieu of foreclosure from Michael L. Therrien and Bonnie Therrien, or from the then current owner(s), pursuant to the provisions of G.L. Chapter 60, Section 77C, two (2) parcels of land, with the improvements thereon, identified as (i) Assessors Map 5C3-2-20, located at 3 Beech Street, and Assessors Map 5C3-0-220, located at 11 Beech Street, which properties are subject to tax takings held by the Treasurer/Collector for unpaid real estate taxes, said parcels to be under the care, custody, control and management of the Board of Selectmen for general municipal purposes, and to authorize the Board of Selectmen to accept and record the deed or deeds therefor, provided the Board of Selectmen determines that the deed or deed and the acceptance shall comply with the provisions of G.L. Chapter 60, Section 77C, or act in relation thereto.

Mr. Sultzbach explained the property owed \$50,000 in back taxes. The owner decided to donate the property to the town in lieu of paying the taxes. The property is one of the first buildings seen as you drive into Winchendon, so Mr. Sultzbach expressed that it is important to clean up the property.

REQUEST TO SELL/TRADE TOWN PROPERTY

Article 15- To see if the Town will vote to authorize the Board of Selectmen to convey the Town-owned property located at 3 Beech Street and 11 Beech Street, as shown as Assessors Map 5C3 Parcel 0-20, and Assessors Map 5CS Parcel 0-220 respectively, for sure consideration, and upon such other terms and

conditions as the Board deems appropriate, and to take such additional action as may be needed to effectuate the purposes of the vote, including but not limited to execution of instruments and documents to convey said property, or act in relation thereto.

Article 16- To see if the Town will vote to authorize the Board of Selectmen to convey the Town-owned property located at 4 Summer Drive, and shown as Assessors Map 5B3 Parcel 0-153, for such consideration, and upon such other terms and conditions as the Board deems appropriate, and to take such additional action as may be needed to effectuate the purposes of this vote, including but not limited to execution of instruments and documents to convey said real property or act in relation thereto.

Article 17- To see if the Town will vote to accept Madison Avenue as a public town way, for all purposes customary as a public way including maintenance and repair, in the location laid out by the Board of Selectmen, on plan noted as Madison Avenue Subdivision Plan, dated October 14, 2008, and drawn by Hamwey Engineering Inc., said plan having been placed on file with the Town Clerk, and further to authorize the Board of Selectmen to accept such all necessary property interest, or act in relation thereto.

8:18PM- Motion by M. Ward to close the Public Hearing. Seconded by C. Corts.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 1- Motion by M. Ward to recommend, seconded by D. Delay.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 2- Motion by M. Ward to recommend, seconded by C. Corts.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 3- Motion by M. Ward to recommend, seconded by D. Delay.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 4- Motion by M. Ward to recommend, seconded by C. Corts.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 5- Motion by M. Ward to recommend, seconded by D. Delay.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 6- Motion by M. Ward to recommend, seconded by A. Levine.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 7- Motion by M. Ward to not recommend, seconded by D. Delay.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0 Not Recommend.

Article 8- Motion by M. Ward to not recommend, seconded by C. Corts.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0 Not Recommend.

Article 9- Motion by A. Guerrero to recommend, seconded by D. Delay.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (N) Ward (A) 4-1-1 Abstention.

Dr. Ward expressed concern with Article 9 as it was a small amount of money that would be taken care of with year end transfers. She noted that she does support the Veterans but this Article is about increasing hours for the Director.

Article 10- Motion by M. Ward to recommend, seconded by C. Corts.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 11- Motion by M. Ward to recommend, seconded by C. Corts.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 12- Motion by M. Ward to recommend, seconded by C. Corts.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 13- Motion by M. Ward to recommend with the amendment of including the total cost of the at \$93,000, and \$31,000 lease cost per year, seconded by D. Delay.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 14- Motion by M. Ward to recommend, seconded by C. Corts.
Corts (Y) Delay (N) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 5-1

Article 15- Motion by M. Ward to recommend with the amendment mentioning the Winchendon Redevelopment Authority in the Article, seconded by A. Guerrero.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

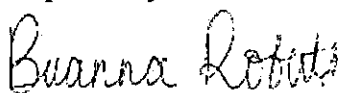
Article 16- Motion by M. Ward to recommend with the amendment mentioning the Bull Spit Brewery in the Article, seconded by C. Corts.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

Article 17- Motion by M. Ward to recommend, seconded by C. Corts.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

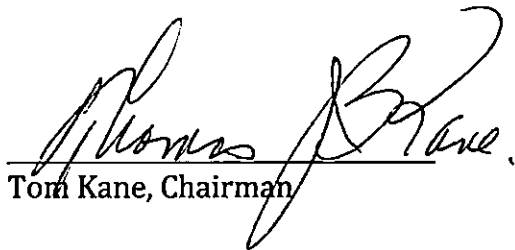
8:57PM- Motion by M. Ward to adjourn, seconded by C. Corts.
Corts (Y) Delay (Y) Guerrero (Y) Levine (Y) Kane (Y) Ward (Y) 6-0

The meeting adjourned at 8:57PM.

Respectfully submitted:



Brianna Roberts, Finance Committee Recording Secretary



Tom Kane, Chairman

Maureen Ward, Vice-Chair

Charles C. Corts

Douglas Delay

Adrian Guerrero

Phil Levine