

TOWN OF WINCHENDON



Finance Committee

Telephone (978)-297-5419

Finance Committee Meeting/Public Hearing

December 10th, 2018

Town Hall 2nd Floor Auditorium

- Present:** Chairman Thomas J. Kane Jr., Vice-Chair Christian Orobello, Dr. Maureen Ward, Charles C. Corts, Douglas Delay, Amy Salter, Charles (CJ) Husselbee
Brianna Roberts, Recording Secretary
- Guests:** Keith R. Hickey, Town Manager
Joanne Goguen, Town Accountant
- Materials:** Agenda, December 10, 2018
Year To Date Reports

Call to Order: 6:03 PM
Pledge of Allegiance

Approval of Minutes: 10/10/18 & 11/13/18

Announcements: None

Minutes: Dr. Ward motioned to approve the October 10th minutes and Amy Salter seconded the motion to approve.

Ward (Y) Corts (Y) Delay (Y) Husselbee (Y) Salter (Y) Kane (Y) 6-0

Mr. Kane recommended postponing approval of the November 13th minutes until the next meeting so the board has more time to review them.

6:05PM: Mr. Orobello arrived to the meeting.

Year to Date Reports:

Mr. Kane spoke with Mrs. Goguen regarding a question he had with a figure under the town general fund. This money was set aside to facilitate the MUNIS training. Some money was used to pay the firm that is working with the school department to bridge the gap on integrating the end of year reports using the MUNIS accounts. Mr. Kane stated he noticed there was no money left in the account on this report. Mrs. Goguen spoke to Mr. Kane and stated that the remaining funds need to be identified as an encumbrance even though there is not a specific bill.

Mr. Kane had a question regarding the streetlights and why it is over budget.

Mr. Hickey commented that National Grid has been billing the town on the streetlights that have not been updated. The project is being finalized the town will receive a credit to offset most of the cost of upgrading. Mr. Hickey stated the town used a company to help with the program. This company performed an analysis for the town's streetlight electricity and it is costing \$67,000 annually, but once they are updated they expect it to be less than \$9000 annually.

Mr. Kane remembered having questions last year regarding the budget for electricity. Money was added half way through the year due to the anticipation of better rates from the solar farms that had not been implemented yet.

Mr. Kane had a question regarding the special education/tuition accounts. It shows a deficit of \$108,000, but there is \$150,000 that they identify in grant money that was being used towards that account. Also identified \$150,000 for the SPED collaborative.

\$413,000 was budgeted for private tuitions. \$143,000 was spent and \$377,000 has been encumbered, showing a negative \$108,000. Once the actual and encumbered numbers have reached the total budgeted amount, it should be taken against the grant. Mr. Kane stated that this issue had been resolved and shows as a correction on the audit.

Mr. Kane suggested they receive quarterly grant update reports. Focusing on where the money comes from, taxes, and what is on the budget.

Mr. Orobello commented that it seems all the expenses are run through MUNIS but the income is not. He suggested that it should all go through MUNIS to make it easier to understand.

Mr. Kane asked Mr. Hickey about the budget timeline. He stated that the committee has concerns with the timing of his budget presentation. It is presented to the finance committee after the board of selectman meeting have already met and voted.

Mr. Orobello commented that the finance committee should be able to see it first before the board of selectmen vote on it.

Mr. Hickey stated that the schedule has been the same for years. The first year Mr. Hickey was hired, the two boards met together. The board agreed that they would like to meet together in the future if it works out. Mr. Hickey said he would check and try to make that work.

Mr. Husselbee commented that it would be a good idea to type up a letter of suggestions and recommendations if the boards are not able to meet jointly or before the board of selectmen vote.

Mr. Hickey asked if it was the boards desire to meet jointly if allowed? The board unanimously agreed.

Mr. Kane stated another issue recently has been the need to allocate money for retirement packages. This should be assessed and addressed in order to proactively prepare the budget.

Mr. Hickey commented that issue would be looked at more proactively when the fiscal budget for 2020 is put together.

Mr. Kane also stated another issue that had been discussed at previous town meetings in regards to solutions in allocating some portion of new revenues through the solar fields.

Mr. Hickey commented that issue would be addressed.

Mr. Kane thanked Mr. Hickey for meeting with the board.

Mr. Hickey commented that the highlighted dates are proposed dates and asked the board to discuss and to agree or change the meeting dates.

Mr. Kane announced the Mass municipal association annual meeting is in Boston January 18th & 19th. There is money budgeted in the finance accounts if any members are interested in attending.

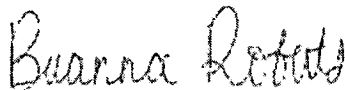
Member Comments: None

Public Comments: None

6:53PM: Dr. Ward motioned to adjourn and Ms. Salter seconded the motion. The board unanimously voted aye to adjourn the meeting.

Orobello (Y) Ward (Y) Corts (Y) Delay (Y) Husselbee (Y) Salter (Y) Kane (Y) 7-0

Respectfully submitted:



Brianna Roberts, Finance Committee Recording Secretary