

Town of Winchendon
Joint Meeting with Board of Selectmen and School Committee
Winchendon Finance Committee Meeting Minutes
March 2, 2015

CALL TO ORDER: 6:30 p.m.

Pledge

MEMBERS IN ATTENDANCE: Ulysse Maillet, Cyndi Leroy, Thomas Kane, Ottmar Rau, Darlene Rossi and Christian Orobello
Absent: Robert Guenther

FY14 AUDIT: Tony Roselli discussed the management letter and comments related to the Audit of FY14. He said the issue is the same as existed in October. The numbers in place at the end of June 14 is 1.2 million overspent and 1.8 million for insurance. He said the deficits need to get funded from somewhere. You need to fix the system. The system caused the problems. Town Manager, Mr. Kreidler said that they are looking for software. There will be an article to deal with this at Town Meeting. Mr. Roselli said that desegregation has led to some issues. They would like to see an Audit Committee. Finance Committee member Ulysse Maillet said that he believes a Finance Director would be beneficial to the community. Darlene Rossi asked who would be on the Audit Committee. Mr. Roselli said that it usually consists of a member of the Finance Committee a member of the Board of Selectmen, a member of the School Committee and two from the public that would be appointed by the three elected members. Mr. Kreidler said that there is a draft bylaw to have an Audit Committee. Selectmen Barrows questioned whether the Finance Director would be a position or an organizational structure. Mr. Roselli said that sometimes the Town Accountant or Treasurer serves as a finance director. Mr. Kreidler commented that it is not common that one person has jurisdiction over the town and the school. Chairman Kane questioned if the software problem was because many entries were made at the end of the year. The overspent budgets were because they didn't know what the correct balances were. Mr. Roselli said that the expenses were done immediately but the revenues were lagging behind. Mr. Kreidler said that there is an article at the May Town meeting to establish an Insurance Commission.

Christian Orobello left at 9:02pm.

Dept. of Revenue's Action Items and Recommendations:

School Payroll into System: Passed over

Streamlining School Payroll: The Town Accountant, Donna Allard said that they were supposed to discuss bringing payroll into this building. Selectmen Berndt said that this needs to be discussed further. School Superintendent Salah Khelfaoui said that this needs to be looked at. I need the specifics of what is being proposed.

Deficit Spending/Warrant Processing: The town accountant Donna Allard said that we need to give monthly reports to the Department of Revenue.

Expectations of Communications: Passed over

Developing Financial Policies: Chairman Kane said that the town needs to develop financial policies and procedures. We have begun establishing draft policies prior to town meeting and we will have a proposed policies and procedures to take to the Board of Selectmen. He said that he expects that the Board of Selectmen will want to act on the proposed policies. Selectwoman Hunt said that we need to meet monthly. Chairman Kane said that he is disappointed that we are into March and we haven't had a departmental meeting. We should schedule a date each month with a backup date. Town Manager Mr. Kreidler said that we did have the opportunity to have a meeting. Finance Committee member Ulysse Maillet said that in 2008 there was a recommendation to have a 5 year plan. Our job is to make good financial recommendations. In 2012 we had the framework of a fiscal policy. This is very important. He questioned a \$25,000 bonus that the school committee gave to someone who left. School Superintendant Salah Khelfaoui said that we can't control miscommunication. School Committee member Dawn Harris said that we have been told by our attorney not to discuss it.

A motion was made by Ulysse Maillet and second by Cyndi Leroy to adjourn the meeting. Vote was unanimous.

The meeting was adjourned at 8:48pm.

Respectfully submitted,
Debra Dennis
Recording Secretary

Minutes Approved March 25, 2015