

TOWN OF WINCHENDON



Finance Committee

Telephone (978)-297-5419

Regular Meeting/Public Hearing
Finance Committee Minutes
February 8th, 2022 6:30PM
Town Hall 2nd Floor Auditorium

Present: Chairman Thomas J. Kane Jr., Dr. Maureen Ward, Charles C. Corts, Doug Delay, Adrian Guerrero, Robert O'Keefe
Absent: Phil Levine

List of Documents Presented at Meeting:

- February 8th, 2022 Meeting Agenda
 - YTD Reports
 - January 11th, 2022 Regular Meeting & Tri-Board Meeting Minutes
-

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

Approval of Minutes: January 11th, 2022 Regular Meeting & Tri-Board Meeting

Dr. Ward motioned to approved the minutes from January 11th, 2022 Regular Meeting, 2nd by Mr. Corts.
Corts (Y) Delay (Y) Guerrero (Y) O'Keefe (A) Ward (Y) Kane (Y) 5-0-1 Abstention

Dr. Ward motioned to approved the minutes from January 11th, 2022 Tri-Board Meeting with a correction on page 5, 2nd by Mr. Corts.

Corts (Y) Delay (Y) Guerrero (Y) O'Keefe (A) Ward (Y) Kane (Y) 5-0-1 Abstention

Capital Planning Committee Recommendations:

Justin Sultzbach, Town Manager, and Mike Barbaro, head of the Capital Planning Committee, presented the Capital Planning Committee Recommendations. ARPA funds will be used for the Wastewater and Water Plant. The total funds equal \$231,844 over a 5 year period, broken up into payments. The fire tower truck was voted years ago to be a debt exclusion and will be coming off the books this year. Everything presented tonight will not increase the towns taxes at all.

DPW Roof- estimated to be roughly \$300,000. Paid over 5 years, each payment equalling \$63,000.

Front end loader- \$44,000 paid for through ARPA funds and a grant.
Wheeled excavator- \$20,000 trade in, paid for through ARPA funds.
Trailer Vactor (Sewer)- \$98,000- paid for through ARPA funds.
Transfer Station Vehicle- \$54,697 paid for through transfer funds.
Excavator and Trailer- \$170,492 over a 5 year period, lease payments of \$32,000.25.
Road Paving- \$129,000 out of free cash to repair roads.
Fire Department- 25 SVCA (Air tanks) Replacement- \$26,000 the first year, \$52,265 the following years.
Pumper Truck- Chief was able to secure \$175,000 of funding.

The library has the opportunity to purchase the property next door, 7 Pleasant St., the old Fletcher Funeral Home, for \$184,000, and has plans long term to turn it into a children and teen library. The library elevator project a few years ago has a balance of \$70,000. They would like to repurpose those funds at Town Meeting and use them towards the children's museum project. Dr. Ward asked if they had considered using the building for future elections or other use. J. Sultzbach replied that discussion has taken place and will be considered.

Police Radio Project- Total cost \$4,841. Proposed funding from the town is \$154,649 from free cash. \$230,000 is being requested from Robinson Broadhurst. \$120,182 funded through DPW Fire and Annual Operating Budget.

Live Finger Print Scan- \$16,875 funded through free cash.
Police Cruiser Replacement- funded through the 9-1-1 Grant.
Toy Town Chair Lift- \$70,000 out of free cash.
Cupala- \$35,000
Total- \$1,552,356 to be spent on Capital Items.

ARPA Expenditures:

J. Sultzbach wanted to review the 4 items on the Capital Plan and what impact they would have on the total remaining budget. One last deposit from ARPA is remaining, due to be received in the summer. After the 4 items on the Capital Improvement Plan are funded, it would reduce the total amount of ARPA funding remaining to \$1,139,739. Additional federal funding is anticipated, but the timeline is unknown at the moment.

YTD Reports:

Dr. Ward brought up a concern on the school page 35- employee vacation buyback is listed as negative \$21,000. T. Kane mentioned they had a significant turnover in administrative positions. He also mentioned the fact that the town still does not have a business manager, which may be a contributing factor for the delay in errors/corrections on the YTD's.

Budget Review Meeting Schedule:

The initial presentation of Town Managers budget is scheduled on March 14th. The final budget meeting is on March 28th. T. Kane commented that they needed to schedule a meeting with Monty Tech. D. Ward will check to see if they can meet on one of the regular meeting dates in March.

Dr. Ward motioned to adjourn at 6:13PM, 2nd by C. Corts.
Corts (Y) Delay (Y) Guerrero (Y) O'Keefe (Y) Ward (Y) Kane (Y) 6-0

ADJOURNMENT:

The Finance Committee adjourned at 7:45PM

Respectfully submitted:

Brianna Roberts

Brianna Roberts, Finance Committee Recording Secretary

Tom Kane, Chairman

Maureen Ward, Vice-Chair

Charles C. Corts

Douglas Delay

Adrian Guerrero

Philip Levine

Robert O'Keefe