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**TOWN OF WINCHENDON  
FINANCE COMMITTEE  
JOINT MEETING WITH BOARD OF SELECTMEN  
MONDAY, JUNE 28, 2021**

**Town Hall, 2<sup>nd</sup> Floor Auditorium, 109 Front Street, Winchendon, Mass.**

**Present – Selectmen:**

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

Justin Sultzbach, Town Manager  
Linda Daigle, Executive Assistant  
Taylor Tower, Administrative Assistant

**Present – Finance Committee:**

Thomas Kane, Chair  
Keith Kent  
David Alexander  
Charles Corts

**Absent -**  
Dr. Maureen Ward  
Phillip Levine  
Douglas Delay

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**JOINT MEETING WITH BOARD OF SELECTMEN** Tom Kane, Chairman of the Finance Committee, called their meeting to order at 7:11 p.m. Corts moved to approve the minutes of June 8<sup>th</sup>, seconded by Kent. With a roll call vote of Corts, aye, Alexander, aye, Kent, aye and Kane, aye, the motion carried unanimously.

**FY21 Town Manager Requests for Transfers from the Finance Committee Reserve Accounts -**

Kane asked Sultzbach to speak to these transfers. Sultzbach explained he is seeking Reserve Funds for time-sensitive projects that could not be budgeted for since he only started his tenure in May. He started with Blair Square, describing it as a hazard to motorists and a hindrance to economic development in that area. The total price tag for that project is about \$2 million; he is requesting about \$25,000 to begin with a preliminary study to decide the best way to address this hazardous intersection. With the Central Street development beginning in 2022, Sultzbach said that the preliminary work must be done at that time so the projects could be done cohesively. Kane commented on the need for the Town to fund some of this preliminary work to put the Town in a position to be able to move forward in requesting grants. He noted the Town approved \$40,000 at Town Meeting for that purpose. He said if we applied that money to this project, we would have already used it all up. It's an opportunity where we have these reserves to address some of these needs. Corts moved to approve the transfer of \$25,000 from Special Reserve Fund 011312-578035, seconded by Alexander. With a roll call vote of Corts, aye, Alexander, aye, Kent, aye, and Kane, aye, the motion carried unanimously.

The next project Sultzbach is requesting Special Reserve Funds is to potentially take by tax title the blighted downtown property at the intersection of Beech Street and Spring Street. Sultzbach explained that he has been working with the property owner of 111 Spring Street, on the corner of Spring and Beech Street, to take that property by tax title. The attorney for the homeowner actually approached the Town, explaining that the homeowner left the state many years ago. The house was occupied by squatters for some time who have since been evicted. Sultzbach described this as a once in a lifetime opportunity for the Town to take control of this property that is a gateway into Town. It's a visual eyesore, a hazard and realistically does not say "Welcome to Winchendon". With significant improvements on the horizon such as the Brewery nearby on Summer Drive and the Central Street reconstruction, this is a great opportunity for the Town to continue the downtown revitalization. With that in mind, Sultzbach said, there are some concerns to keep in mind. Hazardous materials onsite are

currently unknown. The garage hosts a repair shop currently that has hydraulic lifts and tires. Sultzbach is requesting \$26,200 for Phase 1 or 2 Hazard Study on Blighted Downtown Properties.

With the liabilities discussed, Kane was not sure if this property is worth anything to the Town. As such, he described this funding as essential to ascertain the value of this property to the Town before moving forward with ownership. **Corts moved to approve the transfer of \$25,000 from Special Reserve Fund 011312-578035 to address Phase 1 or Phase 2 Hazard Studies on Blighted Downtown Properties, seconded by Alexander. With a roll call vote of Corts, aye, Alexander, aye, Kent, aye, and Kane, aye, the motion carried unanimously.**

Sultzbach is also requesting \$17,500 from the Reserve Account for emergency repairs to Town Hall. He noted that the Town Hall, the Old Police Station behind it and the part of the building that connects the two are all built at different times and thus have different needs/damage. The mortar holding the brick exterior has almost completely disintegrated, leaving bricks loose and also allowing water to enter and further damage the building. The wooden railings along Front Street adjacent to Cumberland Farms are completely rotted through, opening the Town up to liability. He said the Town Hall is currently contributing to the blighted downtown appearance and he would like to fix that. He would like to conduct a top-to-bottom conditions assessment of the building. He noted this request would deplete the Reserve Account to zero. Kent noted rotting wood falling off of the cupola. LaBrie said during World War II, citizens would climb into the cupola to watch for aircraft, making it a very historic piece of the building. **Corts moved to approve the \$17,500 transfer, seconded by Alexander. With a roll call vote of Corts, aye, Alexander, aye, Kent, aye and Kane, aye, the motion carried unanimously.**

**1.1.1.FY21 End of Year Budget Transfers –**

22	Unemployment Insurance	DP Software Support	\$ 2,000.00
23	Unemployment Insurance	Life Insurance	\$ 1,075.20
24	Water Operator	Water System Maintenance	\$15,000.00
25	DPW Assistant Director	DPW Highway Foreman	\$20,000.00
26	Fleet Maintenance	Highway Operator	\$ 3,000.00
27	Fleet Maintenance	Highway OT	\$ 5,000.00
28	Transfer Station Maintenance	Transfer Station Foreman	\$ 300.00
29	Ambulance Certification	Ambulance Small Equipment	\$ 250.10
30	EMS Salaries	Ambulance Small Equipment	\$ 1,500.00
31	MSW-4	Highway Vehicle Maintenance	\$10,000.00
32	DPW Assistant Director	Fleet Maintenance Supplies	\$26,363.00

**Corts moved to approve the transfer of \$2,000 from Unemployment Insurance to DPW Software Support, seconded by Alexander. With a vote of all aye, the motion carried unanimously.**

**Corts moved to approve the transfer of \$1,075.20 from Unemployment Insurance to Life Insurance, seconded by Alexander. With a vote of all aye, the motion carried unanimously.**

B. Anderson requested an audit of this account, saying she believes there to be several discrepancies. C. **Corts moved to approve the transfer of \$15,000 from Water Operator to Water System Maintenance, seconded by Alexander. With a vote of all aye, the motion carried unanimously.**

**Corts moved to approve the transfer of \$20,000 from DPW Assistant Director to DPW Highway Foreman, seconded by Alexander. With a vote of all aye, the motion carried unanimously.**

**Corts moved to approve the transfer of \$3,000 from Fleet Maintenance to Highway Operator, seconded by Alexander. With a vote of all aye, the motion carried unanimously.**

**Corts moved to approve the transfer of \$5,000 from Fleet Maintenance to Highway OT, seconded by Kent. With a vote of all aye, the motion carried unanimously.**

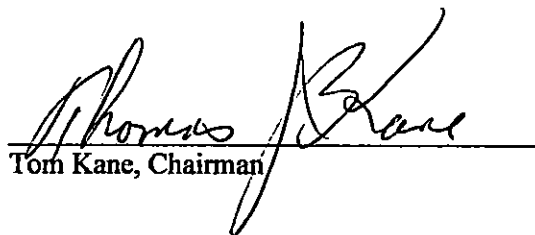
**Corts moved to approve the transfer of \$300 from Transfer Station Maintenance to Transfer Station Foreman, seconded by Alexander. With a vote of all aye, the motion carried unanimously.**

This transfer request notes that it is to assist with the Town's portion of the radio infrastructure grant. Kane said he doesn't think this is the proper way for a capital purchase and that we need to be more coordinated as a town. He would like the remaining transfer requests to go through the Capital Planning Committee before coming back to the Finance Committee. Transfer requests 29 through 32 were withdrawn.

**Corts moved to adjourn at 8:16 p.m., seconded by Kent. With a vote of all aye, the meeting adjourned. Kent noted that tonight is his last meeting with the Finance Committee and that Austin Cyganewicz will be his replacement.**

Respectfully submitted:

Taylor Tower, Finance Committee Recording Secretary

  
Tom Kane, Chairman