

Approved + released
3/31/16 BH

Joint Meeting of the Winchendon
School Committee,
Board of Selectman and the Finance Committee
THURSDAY, FEBRUARY 4, 2016
TOWN HALL AUDITORIUM

1. Call to order: 7:10 PM. Each Chairperson called their respective board to order. The assembly stood for the Pledge of Allegiance.

Present:

School Committee (SC)-Dawn Harris (Chairperson), Danielle Hart, Greg Vine,
Janet Corbosiero, Larry Murphy
Steve Haddad- Interim Superintendent
Mark Chapulis- TMS/School Business Management Company

Board of Selectman (BOS)-Michael Barbaro (Chairperson), Barbara Anderson, Audrey LaBrie,
Austin Cyganiewicz

Finance Committee (FinCom)-Robert Guenther (Vice-Chairperson), Ulysse Maillet,
Maureen Ward, Jim Robichaud

Town Manager -Keith Hickey
Town Accountant-Donna Allard

New Business:

Finance Committee Topics:

1. Cook and Co. "Stop Loss" Insurance Reimbursement and Health Insurance Member Audit Update": K. Hickey noted that Blue Cross Blue Shield (BCBS) is currently holding \$672,000 for potential claims. The town's insurance consultant has reported that \$300,000 would be refunded by BCBS; an additional \$272,000 has also been earmarked. The remaining balance of \$100,000 would then be held for submitted claims. Any remaining funds could be returned to the town by June 30th; that line item will then be closed out. The Stop Loss insurance reimbursement of approximately \$700,000 has been received. J. Robichaud will meet with K. Hickey to review and discuss the Stop Loss aspect of the audits from 2009-2014.
2. Include the Town Budget, School Dept. Budget and School Transportation in the same Warrant Article rather than separate Warrant Articles: The FinCom stated the School Transportation portion of the budget should be put into the School budget so they can control it. This would allow more timely management and transfers of the funds, and not require voter approval at Town Meeting. The DOR has recommended this action. The money would not be part of the School Budget and would not be included in NSS. Several members expressed concern about changing the process when the boards have such a large number of new members. It was noted this process would give a total monetary picture of what it actually costs to run the Town and show unity among the community. D. Hart and G. Vine opposed. The SPED warrant article will remain a stand-alone article.
After discussion, G. Vine moved to include the School Budget and the School Transportation Budget in the same warrant article and that the Town Budget remains in a separate warrant article in the Town Meeting Warrant for the Annual Town Meeting. Second by R. Guenther. Further discussion led to agreement that the matter should be delayed to allow additional time to understand the proposed process

and to seek legal guidance. Upon request, G. Vine withdrew his motion. Second by J. Corbosiero. The motion carried by a majority of aye; the matter will be on a future joint meeting agenda.

3. Update on 2015 Audit- A draft financial statement and draft management letter from the Town's accounting firm to the Audit Committee should be received by February 11th.

4. Update on Financial Team meetings-K. Hickey noted the weekly meetings are going very well; Town and School administration are following through on issues in a timely manner. He noted financial records are in great shape and reconciliation between the Town and School Business Office are greatly improved. S. Haddad agreed with that assessment. Town department heads are submitting their budgets by tomorrow; the School department will have their budgets ready next week. The budget time line is on target.

Selectmen Topics

1. Use of School for Walkers-A group of senior citizens requested the use of a school for walking during inclement weather. The track is available to all residents. S. Haddad noted he is considering opening Toy Town Elementary for walkers, stating they would need to sign in and to be Cori checked due to the extended day programs. Liability issues, other concerns and options were discussed. The School Committee will take it under advisement.

2. Parks and Recreation Student Selectman-Larry Murphy will work on filling the vacant student seats on the committees.

3. Monty Tech Representative Update from School-The Selectmen Board requested information regarding the anticipated budget and enrollment. D. Harris noted the School Committees' attempts to schedule a meeting with Burton Gould. Concerns include the number of students attending the vocational school and the cost to the district and town. J. Corbosiero reviewed enrollment figures, noting that as of January 1, 2016, there were 149 students attending. Discussion included how the purpose of vocational education has changed and concerns that students who want to learn a trade are not admitted. D. Hart noted Mr. Gould may have felt he was put in a defensive position at the last quarterly update, stating the committee only wants to analyze data and determine ways to retain students.

4. School Committee/FY17 Budget Timeline-The School Committee discussed the district budget timeline at their 6:00 P M meeting tonight. D. Hart reviewed the proposed timeline. Warrant articles are due April 4th by 5:00 PM. A Public Hearing to gather citizen input, comments or concerns is scheduled for March 10th; line item details will be available then. U. Maillet requested a line item budget for the FinCom, noting it is needed 5 meetings prior to town meeting. He suggested the budget preparation begin in the fall each year. The School Committee will present its' budget to the BOS and the FinCom at separate meetings.

5. Finance Committee FY17 Budget Review Meeting Dates-U. Maillet reviewed the FinCom meeting schedule and urged the other boards to schedule any joint meetings as soon as possible.

Old Business

The Town Accountant Search Committee has not met yet; a meeting schedule will be made when Donna Allards' departure date is determined. M. Barbaro reviewed the streamlined search. J. Corbosiero

suggested that at least one of the people who knows the work and will work with the new Accountant be on the committee. She stated she is sorry to see D. Allard go.

Adjournment:

BOS-8:16 PM A. LaBrie moved to adjourn the Selectmen's meeting. Second by B. Anderson. Approved 4-0-0.

FinCom- J. Robichaud moved to adjourn the FinCoin meeting. Second by M. Ward. Approved 4-0-0.

School Committee-8:17 PM G. Vine moved to adjourn from the Joint Meeting. Second by J. Corbosiero. Approved 5-0-0.

D. Hart moved to amend G. Vines' motion and adjourn from the Joint Meeting and reconvene in Open Session of the School Committee meeting after a 5-minute recess. Second by J. Corbosiero.. Approved 5-0-0.

-3- 2/4/16 Joint Board Meeting

Respectfully submitted: _____
Barrie E. Martins, School Committee Recording Secretary