

Report of the Acting Town Manager

September 15, 2015

1. Financial Updates-

- a. FY15 General Government Budget –** The books have been closed and the outside auditors arrive this week. We expect they will be finished by late October/early November in order to process the Recap for the DOR.
- b. FY16 General Government Budget-** We are finalizing the changes needed to balance the FY16 budget through Town Meeting actions. We will have that complete for the tri-Board meeting.

2. Health Insurance- The Insurance Advisory Committee will be meeting to receive a proposal for modifications to our health insurance program. Following this meeting, the collective bargaining units will be asked to form the Public Employees Committee in which negotiations will occur.

3. Personnel Updates- There are no personnel matters to report at this time.

4. Project Updates- There are no project updates at this time

5. Miscellaneous Updates

- a. School Business Management Contract:** I have copied the Board on a letter that I have sent to the School Committee relative to the services of TMSolutions as the school business managers. For your convenience, I have attached another copy of the letter to this report. Basically, an issue arose that I wished to resolve regarding the “contract” that was executed between TMSolutions and the Town/School Department and the lack of language within the “contract” that protected the Town. In order to address the issue we withheld payment for July and August and redrafted the language for an agreement that would protect both parties. That process took a bit longer than expected and TMSolutions to date has not accepted the new language. I have authorized payment for July and August and am hopeful that working with the School Superintendent a more appropriate contract can be executed with the vendor.
- b. Brandywine:** The proposed Brandywine project for White’s Mill is certainly an exciting opportunity for the Town if it is able to move forward. The developer is currently seeking grant monies and tax credits which will enable some financing. We are attempting to work with the developer but are still in the process of obtaining more information regarding specific details about the project and the specific “asks” from the Town in order to have full knowledge before we make any commitments that could prove detrimental to the Town or expose the Town to any liabilities, financial or otherwise, without full understanding. I will keep the Board apprised of the ongoing discussions.
- c. Harpers Payroll:** You may have heard that ownership members of the Harpers Payroll company have pled guilty to certain federal income tax related charges. Obviously, upon learning of this we had questions regarding any impact upon the Town of Winchendon. These charges do not involve the company itself and the company is fully functioning and providing services to clients. We are continuing to monitor the situation in the event that the charges impact the management and operation of the company. I recognize that there are some that would like the Town to move to an in house payroll system. I am not opposed to such a move and this has been discussed internally and with the DOR. However, all agree that at this point in time such a move carries great risk to the overall financial management system as we work to fully implement the essential aspects of MUNIS and implement a software update. Upon successful completion of these elements we can look at implementing in-house payroll, unless circumstances dictate a more immediate conversion or a move to another payroll system.