

**Finance Committee Meeting  
Via Zoom  
Wednesday, October 6, 2021 6:00 pm**

Present: Dick Trussell (DT), Susan Smiley (SS), Emily Kerrigan (EK), Cheryl Gariepy (CG) Town Finance Director

Michelle Vasquez (MV) arrived late due to technical difficulties

EK Made a Motion to Call the Meeting to Order at 6:15 pm, SS 2nd, Vote 3 Yes, 0 No  
SS offered to run the meeting while EK took notes and MV continually tried to get her computer working.

1. Funding for boiler replacement at Mary Rowlandson/Luther Burbank
  - a. A long-standing issue dating back to 2008, has been patched and now won't run
  - b. There was a delay in invoice due to the change in NRSD superintendent
  - c. Total cost around 128k looking for \$93,455 as 35k was already allocated.
  - d. Urgent because heat is required for school, will repair now and we will have to fund at a later meeting from free cash or capital stabilization for FY 2021
  - e. No action tonight CG checking on if multiple bids were done
2. Planning Board feasibility payment discussion
  - a. Russ Williston (RW) present to discuss
  - b. The planning board commissioned a study in April 2020 and signed a contract for 16k. They were invoiced in November 2020 for 8k. The First invoice was accidentally paid twice
  - c. There were lots of issues in the study, the contractor refused to work on it after receiving full payment even though work was not completed
  - d. The Planning board asked for 8k to make their revolving account whole.
  - e. The contractor was recommended by the town planner
  - f. Monthly invoices weren't being received or reviewed or signed off on by the planning board.

- g. No letter of termination was sent to the contractor. After payment, the planning board initiated an inquiry to the contractor and received an email stating, "I consider the project completed."
  - h. Invoices were submitted twice a month apart. The planning director normally signs bills but since lacking planning director at the time the first bill was signed by an unknown party, and the second bill was signed by Orlando Pacheco.
  - i. Finance was never contacted saying not to pay.
  - j. DT made a motion to transfer 8k from general fund to planning board revolving fund pending town meeting approval. SS 2nd, Vote, 4 yes, 0 no
3. AUC financial resolution review
- a. Recalled because Select Board is in executive session discussion
  - b. SS to be a liaison to Select Board on AUC financial resolution
  - c. MV made a motion to table. DT 2nd, Vote 4 Yes, 0 No
4. Explanation of COVID 19 funds
- a. We do not qualify for loss of revenues because revenues came in higher than 300k
5. Cost/Benefit report given to EDC discussion
- a. DT states numerous errors in cost-benefit analysis and thinks the finance committee should make a statement.
  - b. Board will take time to review, come back and have a full discussion
  - c. The cost-benefit analysis was set up by 3rd party set up by EDC.
  - d. Motion to add to next meeting agenda from DT, 2nd SS Vote 4 Yes, 0 No
6. 40R Proposition Discussion
- a. Victoria Petracca(VP) spoke briefly about the proposition benefits
  - b. MV wants to wait until it's an actual proposal before discussing it, EK agrees
  - c. VP is going to talk to the board of the housing trust and will send us info to review
7. Update Liason List
- a. Postpone to next meeting

8. Discussion on filling the vacant position on Fincom-
  - a. Vice-Chair, David Ditullio stepped down
  - b. Can advertise on the town website that we are looking for a member to appoint
  - c. Want to find out the legal protocol and we would like to give a recommendation to select board
  - d. Position held only until the end of term, May of 2022.
9. New Business
  - a. No new business
  - b. SS left the meeting with technical difficulties
10. Set next meeting date
  - a. November 9th at 6:00pm

MV made a motion to adjourn the meeting at 7:23 DT 2nd, Vote 3 yes, 0 no