

**Board of Finance  
Regular Meeting Minutes  
Wednesday, July 17, 2019  
7pm Clifford B. Green Memorial Center**

**Present:** Jeff Otto, Drew Dionne, Kim Conroy, Ken Dysktra, Sandra Brodeur and Melissa Bradley;  
Recording Secretary  
Absent w/o notification: Heather Allen

**Also Present:** Rick Ives, Joe Voccio, Patricia Buell, Aimee Genna, Lou Brodeur, Aaron Kerouack and Chris King from King & King Associates

1. **Call to Order:** Jeff Otto called the meeting to order at 7:15pm.
2. **Public Comment:** None
3. **Action on Minutes:** Sandra Brodeur made a motion to approve the minutes of 5/22/19 and 6/3/19 as presented. Drew Dionne seconded the motion. Motion passed 5-0.
4. **Old Business:** None
5. **New Business**
  - a) **Auditor's Letter and Report:** Mr. King gave the members the annual financial statements for year end June 30, 2018 and the State single audit. Both reports must be filed with OPM as soon as possible and the firm is ready to do so at this point. Mr. King reviews the State single audit and states it is a clean report. One major item that had not been being reported properly the last two years were the BAN's. That has been corrected in this audit. Mr. King reviews the revenues, expenditures and changes in the fund balance. Discussion ensued. The Board of Education has hired an outside accountant and he is going to establish procedures and protocols. Jeff Otto would like to see the BOE budget broken down by line item in the audit. BOE submits one budget total for approval at the Town Meeting, and line item funds cannot be changed or transferred per State Statute. Mr. King states he could include a BOE schedule line by line if requested. Mr. Ives and Mr. King have meet with OPM and their biggest concern is our corrective action concerning the finances. An action plan is being prepared.

Discussion held on the audit letter. Some items are already in place or have been rectified. The audit letter will be included with the financial statements filed with the Town Clerk.

A draft audit will be included with the minutes; the final document will be filed with the Town Clerk.

- b) BOE end of year balance:** Patricia Buell reports they are still closing out the year but estimates \$60,000 to be returned to the general fund, if not upward of \$100,000.
  - c) Selectman's Report:** Rick Ives reports as of today, the general government surplus is approximately \$424,000. The actual number will be known in August.  
The solar farm project is still moving forward. They have refiled with the siting council. They are running out of time because the power purchase agreement will expire. The school solar project has a preliminary approval from DAS. There is a meeting scheduled for tomorrow (7/18/19) evening to finalize the budget and RFP.
  - d) Other New Business:** None
- 6. Liaison Reports:** Resource Recovery ended the year in good standing with \$15,000 over in revenues.
- 7. Public Comment:** Aaron Kerouack questions the \$500,000 difference from projected to actual in the budget, and asks if this is a typical transaction or a one-time happening? Mr. Ives states it is not typical, this was fixing a mistake, but errors such as this can happen from time to time.
- 8. Adjourn:** Sandra Brodeur made a motion to adjourn the meeting. Drew Dionne seconded the motion. Meeting adjourned at 8:45pm.

Respectfully Submitted;

Melissa J. Bradley  
Recording Secretary