

BOARD OF SELECTMEN MINUTES (SPECIAL MEETING; MAY 11, 2015)

A. *Call to Order (7:00 PM)*

PRESENT: Bouchard, Perez, Albanesius, Langer

ABSENT: Closson (excused), Pimentel (excused), Sedlack (excused)

OTHERS PRESENT: Town Manager Martin

B. *Discussion/Possible Action Regarding Board of Selectmen Administrative Support Allocation to Board of Education*

- Bouchard summarized intent of appropriation.
- A. Watson (Winchester Public Schools Superintendent) described efforts toward resolution of reorganization.
- N. O'Dea-Wyrick (Interim School Business Manager) indicated need for assistance, background preferred, time-needed, proposed wages (\$25/hour), and reduced request (\$4,000).
- Bouchard questioned need for proposed Uniform Chart of Accounts (UCOA).
- O'Dea-Wyrick reviewed need for organization and accuracy.
- Watson clarified current status of State's UCOA program.
- O'Dea-Wyrick offered additional comments regarding UCOA.
- Albanesius questioned O'Dea-Wyrick regarding "clean-up," recording, and documenting in the School Business Office.
- O'Dea-Wyrick described policies and procedures reviewed and implemented.
- Albanesius appreciated smaller requested and asked what information and final products would result.
- O'Dea-Wyrick indicated information is available, but need to be organized and presented.
- Perez inquired as to implementation of spending freeze, status of purchase orders.
- O'Dea-Wyrick indicated spending freeze in effect, but Superintendent has discretionary funds available for use.
- Watson described candy purchase and use of Alliance District funds.
- Perez questioned apparent lack of additional funding to support School Business District operations and status of Board of Education expenditures since October, 2014.
- O'Dea-Wyrick appreciated Perez's concern regarding use of taxpayer funds.
- Perez asked about effectiveness of Phoenix software, possible upgrades, and service availability.
- O'Dea-Wyrick described Phoenix developer support, underutilization of system, and need to evaluate software capabilities before considering different software.
- Perez voiced support for new common software to improve performance, efficiency, and transparency.
- Bouchard supported common software for budget organization and reporting.
- Albanesius inquired as to availability of proposed funding.
- Martin offered specific line-items to support transfer of funds.
- Perez requested that proposed temporary employee be reviewed by Martin.
- Bouchard asked proposed completion date.

- O'Dea-Wyrick indicated information should be available by June 15.
- R. Dutton (Winchester Public Schools Board of Education) described efforts of Finance Committee and Ad-Hoc Sub-Committee to address Town concerns, including clarification of Town and grant revenues.
- Perez re-emphasized strengthening Town financial position and fears of possible Board of Education overspending.
- Watson stated that O'Dea-Wyrick confident that spending at, or only slightly over, approved budget.
- Albanesius appreciated ongoing dialogue and presence of Winchester Public Schools Board of Education members and other officials, expressed further fears of ongoing State investigation related to Special Education.
- Perez reinforced Albanesius comments, reiterating that the Special Education issue should have been addressed much earlier.
- Watson discussed personnel difficulties, including retention.
- Bouchard described community distrust of public officials, urged officials to work together and move forward, confirmed Albanesius as Board of Selectmen liaison to Board of Education, and voiced hope of opportunities with new personnel.
- Albanesius desired to postpone action until Board of Selectmen regular meeting (May 18).
- Perez argued that timeliness requires action this evening.
- Bouchard emphasized June 15 deadline for report.
- Perez inquired of School District and Board of Education officials as to status of State investigation
- Watson responded that no information is available.
- **MOTION BY BOUCHARD, SECONDED BY PEREZ, TO PROVIDE \$4,000 OF FUNDING TO SUPPORT HIRING OF ASSISTANT TO AID INTERIM SCHOOL BUSINESS MANAGER IN EFFORT TO ORGANIZE SCHOOL DISTRICT FINANCIAL RECORDS; MOTION PASSED UNANIMOUSLY.**

C. Adjournment (7:35 PM).

Respectfully submitted,
 Dale L. Martin
 Town Manager