

December 4, 2013

The Board of Finance held a regular meeting on this date at the Town Hall meeting room. Members present were John O'Brien, Chairman; Dudley Wheeler; Glenn Frishman; Sandy Grimes; Bryan Bentz and June Strunk. Also present Maryanna Stevens, Director of Finance; Superintendent of Schools Van Riley, BOE Chair Frank Todisco and town residents.

Mr. O'Brien called the meeting to order at 7:00 p.m.

#### **Previous Minutes**

Mr. Wheeler made a motion to accept the minutes of the November meeting. Mr. Grimes seconded and voting was unanimous.

#### **BOE Special Accounts for Revenues**

Superintendent Riley was present to discuss what he felt was a very productive meeting with the Director of Finance, Maryanna Stevens; SPS Operations Manager William King; BOE Chairman Frank Todisco and BOF member Sandy Grimes. He stated that the original correspondence regarding the Special Account was too general. He added that Mrs. Stevens had a great suggestion in that as different ideas come up they will review how they are going to work and a separate MOU will be created for each idea, to make it clearer for the Board of Finance. He is looking for a way to incentivize staff to bring in new revenue. Mrs. Strunk asked for elaboration. Mrs. Stevens stated that in the meeting they discussed particular options that may come up and how it would work, i.e. revenue and expenses would be of one account. Mr. Bentz asked about the oversight. Mrs. Stevens stated that this would be the responsibility of the Board of Education. It would be set up as a Special Revenue fund, which would be excluded from the operating budget.

At this time, Mr. Frishman asked about the correspondence received from the Superintendent sent to the Office of Public Records regarding the loss of electronic data and why there was no backup. Mr. Riley stated that the individual responsible is no longer with the school district; had developed a backup system along with the Tech director through Google. Mr. Riley's understanding was that the files would be saved through Google for a number of days and could be retrieved if needed, after that time the data would be deleted. This was not discovered for several weeks and it was too late to retrieve data. The backup had been deleted. He added that now there will be a double backup. Mr. Bentz asked why use Google, it does not seem like a safe practice. Mr. Riley did not have the information to answer. These were email accounts between staff members. There were no personal information or student records. The district is pursuing criminal action against the former employee.

### **Policy for Town owned vehicles**

Chairman O'Brien informed the other members that he and Mr. Frishman received the Policy from the Director of Administrative Services. It is very detailed and he and Mr. Frishman will meet to go over in detail. Mr. O'Brien added that this policy is different from the Police Department policy. Mr. Wheeler made a motion to table this item until further review is completed. Mr. Frishman seconded and voting was unanimous.

### **Correspondence**

Press release Social Security – Mrs. Strunk provided the members with this information as a guideline for the budget increases. Members discussed the benefits.

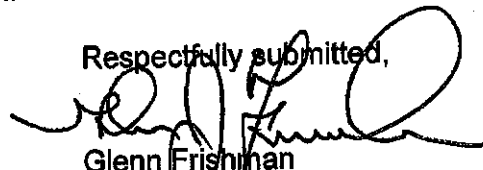
### **Subcommittee reports**

Mr. Grimes reported that there are problems with the baseball field and the all-purpose fieldwork is still ongoing. Mr. Wheeler added that the baseball field was worked on 2 and 4 years ago, what is the problem. Mr. Riley stated that the maintenance was inadequate, there is currently a grub problem and all groups were using this field for practice while the other fields were being worked on. He added that they have come up with a winter plan. Mr. Grimes stated that he thinks the Recreation Commission might come up with a fee schedule for the fields.

BOE Chairman Frank Todisco had requested a joint meeting with the Boards of Education, Selectmen and Finance. He would like to discuss the budget process. BOF members agreed that their subcommittee would meet with the Board of Education. There is no need for a joint meeting.

There being no further business to come before the Board, Mr. Grimes made a motion to adjourn. Mr. Frishman seconded the motion and the meeting was unanimously adjourned at 7:43 p.m.

Respectfully submitted,



Glenn Frishman  
Secretary

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