

Oakham, MA. Finance Committee (FinCom) Meeting Minutes from 8/17/22

FinCom Members Paul Rochette, Susanne Shays, and Alan Flagg are in attendance.
The meeting is called to order at 6:30pm.

There are no new public inquiries to address tonight. We discuss an 8/15/22 letter from the Towns Administrative Assistance which provides an update on the interim accounting firm Eric A. Kinsherf. When the term of the contract is discussed, it is pointed out that the BOS can cancel this contract when/if we have a Town Accountant.

The FinCom has not received a report documenting actual expense to budgeted expenses for several months. This is an important report the FinCom uses to analyze and evaluate the town's financial performance for the purpose of preparing reports and/or recommendations to the Town. We have only seen this full report once since moving to the interim accounting firm. A request will be made to the BOS that they have the accounting firm prepare this report monthly and distribute to the FinCom and others as appropriate. We will work with the temp accountant to develop this report in excel if possible.

The reorganization of the Financial Committee is then discussed. Chairman Paul Rochette submitted his letter of resignation from the Finance Committee on 8/12/22 to be effective on 8/31/22. After discussion a motion is made for Alan Flagg to become the new Chair and Susanne Shays to become the new Recorder. The motion is passed unanimously. Paul Rochette states he is committed to a smooth transition and will make himself available as needed.

In follow up to a question raised in the last FinCom meeting regarding the location of funds (\$1,500 annually) provided to the Town by Spectrum for equipment that is to be used to record town meetings. It has now been determined the checks were received and deposited in the town's general funds. The Towns Admin Assistant is researching this for the BOS to determine the total amount received. These funds will then be made available for the intended purpose.

Next meeting is scheduled for Wed 9/7/22 at 6:30pm.

Meeting is adjourned at 6:55pm.