



# Town Accountant

## Bolton, Massachusetts

Town Hall, 663 Main Street, Bolton, MA 01740

Phone 978-779-3310 Fax 978-779-5461

Ninotchka Rogers  
Town Accountant

## **Nashoba Valley Regional Dispatch District Finance Committee**

### **Minutes February 24, 2022**

#### **Meeting date:**

Thursday, February 24, 2022

#### Present Via Zoom:

Anne Camaro, NVRDD Executive Director  
Ninotchka Rogers, Town Accountant Bolton  
June Poland, Town Accountant Berlin  
Karen Brochu, Finance Director/Town Accountant Lunenburg  
Jared Mullane, Finance Director Harvard  
Cheryl Gariepy, Finance Director/Town Accountant Lancaster

Ms. Gariepy called the meeting to order at 9:00 a.m.

Ms. Poland moved to approve the minutes from February 10, 2022, seconded by Mr. Mullane.  
(Unanimous)

The committee reviewed the FY23 budget. There was a reduction of building rent due to the loss of storage space which will help offset some other cost increases. The biggest increase in the budget is for wage increases. The contract is not finalized yet, but is close to completion. There was discussion on whether or not there was a need to hire 2 new dispatchers given the loss of Townsend. Currently there is not a way to get detailed call volume by town so there is not enough data to show if the loss of Townsend will reduce call volume significantly. The committee would like to see a call volume study next year to see if both positions are necessary.

Ms. Rogers moved to approve the FY2023 budget of \$2,274,644.10, seconded by Ms. Gariepy.  
(4-1 in favor)

The committee discussed getting quotes for new accounting software and the possibility of it being funded with the development grant.

Ms. Rogers moved to approve the District Accountant job description, seconded by Mr. Mullane. (Unanimous)

Ms. Rogers moved to approve the use of the salary and operating reserves up to \$41,000 to help offset contract retro pay for FY22, seconded by Ms. Gariepy. (Unanimous)

The committee would like the Admin Board to include language in the agreement on what should happen to excess funds (if there are any) after the fiscal year has been audited.

The audited financials state there was \$77,143 in the capital stabilization fund as of 6/30/21. With the addition of the \$35,000 from FY22 there should be \$112,143 as of 6/30/22.

The next meetings are scheduled for April 13, June 8 and August 10, 2022 at 9:00 a.m.

Meeting adjourned at 10:11 a.m.