



Town Accountant Bolton, Massachusetts

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Ninotchka Rogers
Town Accountant

Nashoba Valley Regional Dispatch District Finance Committee

Minutes June 23, 2021

Meeting date:

Wednesday, June 23, 2021

Present Via Zoom:

Ninotchka Rogers, Town Accountant Bolton
June Poland, Town Accountant Berlin
Angela Siciliano, NVRDD Assistant Director
Cheryl Gariepy, Finance Director/Town Accountant Lancaster
Jared Mullane, Finance Director Harvard

Ms. Gariepy called the meeting to order at 9:02 a.m.

Ms. Siciliano reviewed the grant awards and let the committee know that she has received almost all of the reimbursements submitted. She also informed the committee that there will not be a development grant submitted for FY22.

The committee reviewed the FY21 current financials. Currently there are 11 full time staff members. A portion of the covid related expenses were denied and will be expensed. The committee noted that the Mass Development Note Payable account on the balance sheet has an incorrect amount.

The committee recommended having the auditors come in soon to start the FY2020 audit. Ms. Siciliano will set up a zoom call with Roselli & Clark to discuss audit.

The committee had a question on to what was posted to Unspecified Vendor Payments and it was determined that was where payroll was posted. It was recommended to change name to payroll account. They also inquired as to what computer program the treasurer used to print checks.

There was a question on whether or not Townsend had hired a town accountant.

Ms. Poland asked about the separate bank account that was supposed to be opened for the contingency funds. Ms. Siciliano will ask the accountant to verify.

Ms. Poland nominated Ms. Gariepy as Chair of the committee, seconded by Ms. Rogers.
(Unanimous)

The next meeting is scheduled for August 4, 2021 at 9:00 a.m.

Meeting adjourned at 9:36 a.m.