

TOWN OF ADAMS, MASSACHUSETTS

ADAMS TOWN HALL BUILDING, 1st FLOOR, ADAMS, MA 01220

RECEIVED-POSTED

BOARD OF SELECTMEN MEETING MINUTES APRIL 29, 2019

19 MAY 30 PM 1:03

CALL TO ORDER: The Board of Selectmen held a joint meeting with the Finance Committee at the above date. The meeting was called to order by Chairman Duval at 6:30 p.m. Vice Chairman Nowak, Members Hoyt and Bush were present as well as Town Administrator Green, the Finance Committee, Superintendent of ACRSD Vosburgh, School Committee Chairman Butler, and ACRSD Business Manager Snyder.

The Finance Committee was also called to order at 6:30 p.m. by Finance Committee Chair Burdick, and their April 9, 2019 meeting minutes were approved.

FY2020 Budget Review

Adams-Cheshire Regional School District: *Superintendent Vosburgh* advised that there was a mistake made by several School Districts in the Commonwealth and Business Manager Snyder went out of her way to investigate it. He explained that the error will not have an impact on Fiscal Year 2020 for Adams and work is being done regarding the error from Fiscal Year 2019. *Business Manager Snyder* advised that the budget is not changing from what was presented a few weeks prior and the assessment would be unchanged. She gave a background on what the numbers were in Fiscal Year 2018 and explained that the format was changed for Fiscal Year 2019, when an error was made by taking numbers from the town required distribution instead of the District required distribution. She noted that it would have resulted in an increase in assessment for Adams and a decrease for Cheshire. She said in order to mitigate this she used funds from the Excess & Deficiency to reduce the amount of the foundation filtered through to the town. She said she used a larger amount of the funds for Adams and less for Cheshire. By doing this she explained the School District was able to keep both the budget and assessments from changing, and the District used Free Cash to mitigate the changes. The amounts that were used vs. the amount that should have been used were compared, and she reviewed the changes in detail. She noted that the assessment was based on a 75/25 enrollment ratio, which is the Town's required local contribution. She clarified that BART School is not part of the equation, as it is a separate expense to the District. The amount being assessed over the minimum to the Town of Adams was reviewed, and she pointed out that it includes McCann as well, which happened last year as well as this year. The Foundation Budget was reviewed and explained, including the added additional revenues to offset assessments in order to keep from increasing assessments to the Town of Adams. An inquiry was made about whether the state has a system to review the budget for errors or whether they accept it as correct once issued. It was explained that the District submits information to the state only for the End of Year Report in October from the year prior. The amount within the levy limit was explained and transportation costs were reviewed. The error made in Fiscal Year 2019 was explained, and she noted that \$107,000 was left to technically under-assess Adams and over-assess Cheshire. She advised she had been in touch with the Department of Education and the Town of Cheshire and is trying to resolve it. She said she may have the ability to mitigate it with Excess & Deficiency Funds from ACRSD but is researching whether the fund balance will accommodate it. She advised she will be meeting with the ACRSD Treasurer. She said the Department of Education will give her an answer on Friday. She explained that if the District cannot cover it, the legality of it will have to be navigated. She advised that she is looking into whether more Excess & Deficiency can be appropriated to one town over the other or the District may have to assess a payment plan to the town. A Finance Committee Member inquired if insurance or being bonded covers errors like this and it was explained that being bonded covers for criminal errors, not mistakes. *Chairman Duval* noted that the Board appreciated the District coming to the Town right away about this and inquired how many other districts made the same mistake. He noted that the Board wants to have

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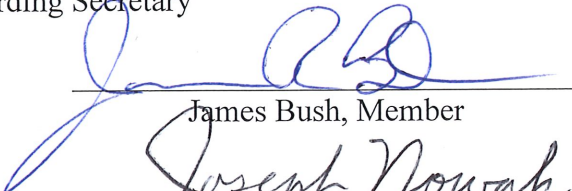
full confidence during the next budget review that any questions are resolved. *Ms. Snyder* responded that she has updated her own procedures to go to the Department of Education site and provide information not only for the district but each town individually as well. She said it would be a good check in the future.

ADJOURNMENT

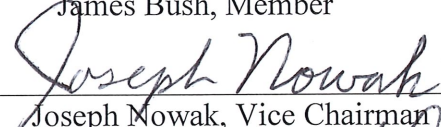
Motion made by Member Hoyt to adjourn, second by Member Bush. Abstention by Member Nowak. Voted in favor were Chairman Duval, Members Hoyt and Bush. Motion passed.

The Board of Selectmen Workshop adjourned at 7:01 p.m.

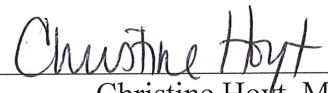
Respectfully Submitted by Deborah J. Dunlap,
Recording Secretary



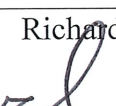
James Bush, Member



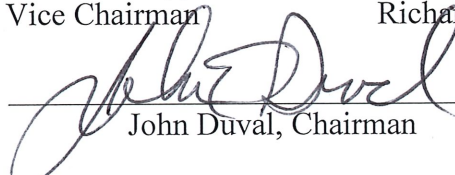
Joseph Nowak, Vice Chairman



Christine Hoyt, Member



Richard Blanchard, Member



John Duval, Chairman