



Town Of Webster Massachusetts

Est. 1832

Finance Committee

350 Main Street
Webster, MA 01570

Mat Fitton, Chairman
Kaitlin Morin, Secretary
Raquel Colby

Christine Aronson, Recording Secretary

Wilfrid Cournoyer, Vice Chairman
Michael Stevens

FINANCE COMMITTEE
MEETING MINUTES
Monday, October 6, 2025
Selectmen's Meeting Room
Webster Town Hall
350 Main Street, Webster, MA
6:00 p.m.

Present: Mat Fitton, Kaitlin Morin, Michael Stevens, Town Administrator, Richard LaFond, Town Accountant, Timothy Bell, Assistant Town Administrator Courtney Friedland, Recording Secretary Christine Aronson, Information Services Greg Robert

Call to Order: Chairman Mat Fitton called meeting to order at 6:00pm

1. Pledge of Allegiance
Minutes accepted – Wil Cournoyer, Seconded by Mike Stevens
2. **Reorganization of the Committee**
Chairman – Wil Cournoyer made a Motion to Appoint Mat Fitton,
Mike Stevens seconded, All in Favor
Vice Chairman – Mike Stevens Motion to Appoint Wil Cournoyer
Kaitlin Morin seconded, All in Favor
Secretary – Wil Cournoyer made a Motion to Appoint Kaitlin Morin
Mat Fitton seconded, All in Favor

3. **Town Administrator Report**

Town Administrator LaFond touched upon a few key points and wanted to inform Committee there is a scheduled meeting for next week with Department Heads to discuss Budget. Continuing to look for more applications for Director of Planning & Economic Development position. There are (3) Collective Bargaining Agreements coming due but holding off to be fair to the bargaining process.

Legislative updates – Administrator LaFond informed the Committee that he attended the MMA Conference this past week and they are doing a good job representing new updates. He did speak in the meeting how Special Education costs should be at the top of the list and urged it should be at the top of MMA subjects.

4. Town Accountant Report

Town Accountant, Tim Bell informed Committee Fiscal Year 25 is closed and Free Cash has been Certified - \$5.3 million. Fiscal Year 25 audit work is scheduled to start on October 20 and should last for about 2 weeks. Secretary, Kaitlin Morin asked what Audit firm is doing the work. To which Accountant, Tim Bell, answered Roselli & Clark. Schedule A has also been completed. Chairman, Mat Fitton asked if anything was needed from the Board. Town Accountant, nothing needed at this time.

5. Discussion and possible votes to make recommendation on the Annual Town Meeting Warrant Articles.

Chairman, Mat Fitton explained there is not a lot in the Warrant. Do we have totals? Asst. Town Administrator, Courtney Friedland answered approximately \$7,726 of prior year bills. She is trying to settle with the Police Department. Chair and Vice Chair would like to go over amounts. Town Administrator LaFond explained warrant itself is for the Board of Selectmen and at the next charter update they should include Warrant, not at Town Meeting. Further discussion about requirements ensued.

Wil Cournoyer – Motion to Approve Article 2, Mat Fitton Seconded

Mike Stevens – Motion to Take No Action at this Time Prior Year Sewer Bills, Wil Cournoyer Seconded

Mike Stevens – Motion to Take No Action at this Time Prior Year Water Bills, Wil Cournoyer Seconded

Acceptance of Land – Land donated to the Town and the Selectmen agreed to accept as a gift as suggested by Assessor Marc Becker. Further discussion ensued about whether it is buildable lot or not and suggested that more work be done to decide before it could be sold or built upon by Assessor Marc Becker.

Wil Cournoyer – Motion to Accept Land as Gift, Mike Stevens Seconded

Replacement of Multi-Gas Meters

Request from Fire Chief to purchase new meters and a calibration station which would allow for in-house calibration. This was agreed that it is more of a safety issue and well worth the investment. Secretary, Kaitlin Morin asked if the Chief has looked into a grant. Rick LaFond offered that this was considered a low cost and the grant probably not needed.

Wil Cournoyer – Motion to Approve, Mike Stevens Seconded

All Agreed

6. Discussion of Future Budgets

Town Administrator LaFond began by expressing not sure what can be added from Tri-Board meeting; starting with approximately \$2.4 million deficit, question becomes should and/or how much free cash should be used, if any. Next week there is a meeting scheduled with Department Heads to go over Budget: suggestions of what they are looking for in the Budget and to provide cut scenarios. The Department Heads do have a responsibility to provide their needs as well. Town Administrator and Accountant have both run numbers, expecting possible 3-5% cuts. Accountant Tim Bill explained it is a difficult process to cut things from a very extensive Budget

especially with years of consolidation. Town Administrator LaFond suggested at the MMA Conference there is something wrong with the system. Some impacts will not be seen for some time. Local Government has a lot of involvement in people's lives. Administrator LaFond trying to shed some light on the impacts of local Government for balancing the budget. Mat Fitton and Wil Cournoyer both asked if there were any questions. Wil Cournoyer explained how it will be more difficult this year so please keep the Committee apprised of things earlier rather than later. He continued to explain how layoffs can be so tough because laying off (1) PT person is not going to get 1-2 million. He suggested that things like prior software requests that have not been used could be a way to cut; always look at things that were once requested that are not being used presently.

Proposed Future Meeting date:

October 20, 2025 @ 6:45 in the Cafeteria of Park Ave School

Adjournment

Mike Stevens – Motion to Adjourn @ 6:40pm

Kaitlin Morin Seconded

Respectfully submitted,
Christine Aronson
Recording Secretary – Finance Committee