



Emergency Selectboard Meeting Minutes DRAFT  
May 26, 2026

Present: Jim Haff, Selectboard Chair  
Jon Wysocki, Selectboard Vice Chair  
Bill Vines  
Vito Rasenas  
Roger Rivera

Patrick Cushing, Town Manager

1. Call to Order
2. Approval of the Agenda
3. Finance Director Resignation Acceptance
4. Executive Session – Personnel
5. Budget Timeline Discussion
6. Forensic Audit Scoring Update
7. Adjourn

**1. Call to Order**

The Meeting was called to order at 11:00 am.

**2. Approval of the Agenda**

- SB Rasenas requested to add an additional article after Art. 5 (Budget Timeline Discussion) to discuss the Forensic Audit Scoring.
- SB Vines made a motion to approve the Agenda for the May 26th Emergency Selectboard Meeting with SB Rasenas' additional article. SB Rasenas seconded the motion. The motion unanimously passed.

**3. Finance Director Resignation Acceptance**

- The Selectboard read Kirsten Hathaway's resignation letter from her position as Finance Director.
- SB Rasenas made a motion to accept Hathaway's resignation. SB Vines seconded the motion. The motion was unanimously passed.

**4. Executive Session – Personnel**

- The Selectboard entered into Executive Session at 11:02 pm. The Selectboard exited at 12:08 pm. No action was taken in the Executive Session.
- **Out of Executive Session Discussion –**

- i. SB Wysocki made a motion to reorganize the Town's financial operation by moving the Finance Director position to a contract service. SB Rivera seconded the motion. The motion was unanimously passed.
- ii. The Selectboard considered moving the Finance Director position to a contracted service as they've heard from Town employees and members of the public that the responsibilities of the Finance Director is too much for one individual to handle, especially with the different specialties required. The contracted position would be put out for an RFP for a CPA accounting firm that specializes in municipal government, and handles grants and financing, as soon as possible.
- iii. SB Wysocki made a motion to move the Director of Public Works position to a contract service. SB Rivera seconded the motion. The motion was unanimously approved.
- iv. The Selectboard considered moving the Director of Public Works position to a contracted service as the Town needs someone to diligently oversee the actual work being completed for Town projects, according to the fund requirements.

#### **5. Budget Timeline Discussion**

- SB Rivera made a motion to move the final budget vote to the August 11th State Primary Election Day. SB Wysocki seconded the motion. The motion was passed.
- Lucretia Wonsor, Town Resident, stated that the August 11th State Primary vote has the lowest voter turnout rate. Wonsor stated the Town had a better chance at a higher turnout rate if the election was held at the end of June.
- Kirsten Hathaway, Finance Director, stated that if the Town was still interested in a tax anticipation note, the bank would not offer one as the Town does not have a budget yet. CH Haff thanked Hathaway and stated the Town would handle the situation following her final day on June 5th, 2026.

#### **6. Forensic Audit Scoring Update**

- SB Rasenas presented the Forensic Audit Scoring Rubric that he collaborated with SB Vines on. The scoring rubric is based on the criteria presented in the RFP that TM Cushing put out and has five criteria that are all weighted percentage-wise.
- The Selectboard determined that SB Rasenas, SB Vines, and TM Cushing would independently review and score the received bids. The Selectboard discussed ranking the bids on a scale of 1-5 for each criteria. Rob Kovalesky, Town Resident, stated that, based on his own work experience, the Selectboard would be able to better differentiate between the scores if they used a scale of 1-10. The Selectboard agreed and changed the scoring rubric to a scale of 1-10.
- CH Haff made a motion to accept the Forensic Audit Scoring Rubric with a 1-10 scale. The motion was unanimously passed.

- In order to discuss their scores at the June 8th Meeting, the Selectboard will hold an additional Meeting to read aloud the names of the bidders and their costs. This will be an open Meeting. A Meeting date and time will be announced when TM Cushing is able to confirm a time when he is available.

**7. Adjourn**

The Meeting was adjourned at 12:30 pm.

DRAFT