

Town of Fairhaven

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TOWN CLERK

Finance Committee

2019 APR -3 P 4: 10

Minutes of the meeting for <March 21, 2019> at the Jeffery W. Osuch BPW Administration Building, 5 Arsene St., Fairhaven, MA

FAIRHAVEN
MASS.

Members in attendance:

Padraic Elliott, Robert A. Furtado, Lisa Plante, Kathi Carter, Bernard F. Roderick,
Tracey A. Diggins, Jessica Dwelly

Town of Fairhaven:

Wendy Graves- Collector/Treasurer/Finance Director
Timothy Cox- Harbormaster/Shellfish Warden

Meeting was covered by government access television.

Chairman Pat called the meeting to order at 7:01 PM. Announced that the meeting was being recorded by government access TV. Chairman has to be notified if anyone else present is recording the meeting by video or audio.

Motion made by Bernie to accept the minutes from March 14, 2019. Seconded by Lisa. Vote: Unanimous

- Chairman states we will run down the budget (starting on page 11 of the budget book). If a committee member has a question or wants to make a change they should hold that line. We will also hold on items that Mr. Rees is making a change to or we are not in agreement with.
 - Ms. Graves states the Sealer of Weights and Measures has requested more money for stickers, so we will hold on that dept.

- Lisa motions to Recommend the Approval of the following amounts at Town Meeting:

Moderator

Salaries & Wages \$800

Selectmen/Town Administrator

Operating Expenses \$42,473

Human Resources	
Salaries & Wages	\$114,681
Operating Expenses	\$28,000
 Town Accountant	
Salaries & Wages	\$135,236
Operating Expenses	\$46,812
 Finance Director (Treasurer/Collector)	
Salaries & Wages	\$349,147
Operating Expenses	\$141,310
 Town Clerk/Elections	
Operating Expenses	\$34,995
 Assessors	
Salaries & Wages	\$173,058
Operating Expenses	\$33,113
 Town Hall	
Salaries & Wages	\$45,650
Operating Expenses	\$71,016
 Town Meeting/Finance Committee	
Salaries & Wages	\$1,088
Operating Expenses	\$7,715
 Planning Board	
Salaries & Wages	\$3,200
Operating Expenses	\$3,990
 Planning and Economic Development	
Salaries & Wages	\$110,713
Operating Expenses	\$16,799
 Board of Appeals	
Salaries & Wages	\$2,425
Operating Expenses	\$4,100

Legal Expense \$170,000

Conservation Comm./Sustainability

Salaries & Wages \$74,380

Operating Expenses \$9,495

Buzzard's Bay Action Comm. \$1,520

Building Department

Salaries & Wages \$169,867

Sealer of Weights and Measures

Salaries & Wages \$7,000

Street Lighting \$51,000

Bristol County Aggie HS \$42,000

Tree Department

Salaries & Wages \$39,379

Operating Expenses 18,705

Board of Health

Operating Expenses \$33,840

Council on Aging

Salaries & Wages \$161,715

Operating Expenses \$35,227

Veterans Services

Salaries & Wages \$77,870

Commission on Disability \$1,300

Rape Crisis Project \$2,000

Recreation

Salaries & Wages \$183,782

Operating Expenses	\$175,775
Park Division	
Salaries & Wages	\$109,636
Office of Tourism	
Salaries & Wages	\$68,057
Operating Expenses	\$24,155
Fine Arts	\$1,200
Memorial Day	\$2,500
Cultural Council	\$2,750
Consolidated Information Technology	
Salaries & Wages	\$377,016
Contributory Retirement	\$3,227,999
Group Insurance	\$4,296,182
MA Employment Insurance	\$115,000
Town Insurance	\$928,583
Medicare Assessment(Employer Share)	\$418,000
Wind Turbine Electric Expense	\$650,000
Debt Service	
Principal	\$803,711
Interest	\$294,616
Principal Authorized but not issued	\$127,600
Interest Authorized but not issued	\$31,900
Interest on Temp Loans	\$44,500
Appropriations to Reserves	
Overlay Reserve (Abatements & Refunds)	\$300,000
Reserve Fund	\$100,000
O(ther) P(ost) E(mployment) B(enefits) Reserve	\$250,000
Wage & Salary Reserve	\$206,000
COLA for Non-union Employees	\$100,000

- All above amounts seconded by Jessica. Vote: Unanimous

Economic Development Committee

- Lisa motions for \$8,000. Seconded by Jessica. Vote: Motion passes 6-0 with Bernie abstaining.

- Lisa held Building Dept. Operating Expenses because of the Gasoline expenses. She would like to know how many times the Building Commissioner has been called in after hours for emergencies and if he has been coming in when called.
- Weights & Measures Operating Expenses was skipped until we find out if the number will be changed.
- Chairman held the Millicent Library because there is a variance in the figures from previous years and he would like to know why.
- Chairman held Historic Commission because there is a \$2,000 increase.

- Article O FY20 Water Enterprise Fund Operating Budget

- Lisa motions to recommend the following amounts:

Salaries and Wages	\$570,699
Operating Expenses	\$425,500
Water District Assessment	\$1,277,368
Reserve Fund-Water	\$50,000
Debt-Principal	\$47,582
Interest on Debt	\$13,774

- All above amounts seconded by Jessica. Vote: Unanimous

- Article P FY20 Sewer Enterprise Fund Operating Budget

Salaries and Wages	\$1,036,554
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- Bob questions if this includes money for the new part time position. He states he thought Mr. Rees was also using money from the Sewer Dept. to fund that position.
- Chairman states we will hold it.

- Lisa motions to recommend the following amounts:

Operating Expenses	\$1,137,325
Reserve Fund-Sewer	\$50,000
Debt-Principal	\$506,099
Interest on Debt	\$302,881
And Further to Transfer to the Sewer Enterprise Fund	
Sewer Betterment-West Island	\$13,895
Sewer Betterment-Boulder Park	\$3,179

Sewer Betterment-Nancy Street	\$2,605
Sewer Betterment-Sconituct Neck	\$12,553

➤ All above amounts seconded by Jessica. Vote: Unanimous

- Capital Plan

- Article Q: General Fund Capital Plan

➤ Lisa motions to recommend the following amounts:

Fire:

Two Way Radio Upgrade (from Free Cash)	\$265,000
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Fire:

Municipal Fire Alarm System Upgrade (from Free Cash)	\$66,000
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BPW-Highway:

Six Wheel Dump Truck/Plow (from Free Cash)	\$183,000
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Police:

Police Cruisers (from Free Cash)	\$90,000
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BPW- Highway:

Utility Truck (from Free Cash)	\$58,000
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Emergency Management:

Pick-up Truck w/Crew Cab (from Free Cash)	\$52,000
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Police:

Police Vehicles for SRO's 2 cars (from Free Cash)	\$75,000
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School Department:

Fairhaven High School Performing Arts Lighting (from Free Cash)	\$206,000
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Information Technology:

Computer Hardware Equipment Replacement (from Free Cash)	\$30,000
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Police:

Traffic Monitoring Cameras (from Free Cash)	\$110,000
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➤ All above amounts seconded by Jessica. Vote: Unanimous

- Dog Park Construction was held because of questions of location.
 - Forestry Bucket Truck was held. Lisa questions all the money that was put into the existing truck.
 - Bernie questions all items coming from Free Cash. Asks how much will be left.
- Ms. Graves refers to Mr. Rees' spreadsheet.

- Article S: State Aid to Highways, FY20

➤ Lisa motions for \$517,470. Seconded by Jessica. Vote : Unanimous

- Article U: Ambulance Stabilization Fund (Reserve for Appropriation Receipts)
 - Lisa motions for \$50,000. Seconded by Jessica. Vote: Unanimous
- Article V: Water Enterprise Fund Capital Plan
 - Lisa motions for the following amounts:

Meter Reading System (Borrowing)	\$1,500,000
Pick-up Truck (Retained Earnings)	\$54,000
 - Above amounts seconded by Jessica. Vote: Unanimous
- Article W: Sewer Enterprise Fund Capital Plan
 - Lisa motions for the following amounts:

Manhattan Ave. Pump Replacements (Retained Earnings)	\$50,000
Integrated Instrumentation System Replacement (Retained Earnings)	\$50,000
Inflow/Infiltration Reduction Project (Retained Earnings)	\$250,000
 - All above amounts seconded by Jessica. Vote: Unanimous
- Article AA: Social Day Care Center (Reserve for Appropriations-Social Day Program)
 - Lisa motions for \$160,000. Seconded by Jessica. Vote: Unanimous
- Article BB: Propagation of Shellfish (G.F. Revenue)
 - Lisa motions for \$20,000. Seconded by Jessica. Vote: Unanimous
- Article CC: Senior Work Off Program (G.F. Revenue)
 - Kathi motions for \$10,000. Seconded by Jessica. Vote: Motion passes 6-0 with Lisa abstaining.
- Article DD: Transfer from Surplus Revenue (Free Cash) to Fund Special Education Reserve Fund
 - Kathi motions for \$18,490. Seconded by Jessica. Vote: Unanimous

7:45 PM. Chairman calls a recess. 7:49 PM. Back in session

- Discussion of items we skipped tonight:
 - Fire Dept.

Jessica asks if Mr. Rees is still only recommending one new hire.

Ms. Graves states yes.
 - Schools

Discussion of difference in the school budget.

Discussion of how the number could be amended if more State funding comes in.

- BPW Administration

Bob finds the sheet he was referring to earlier and points out Mr. Rees' sheet with changes shows \$9,289 coming from the Water Dept. and the same amount from Sewer for the part time position.

Chairman is concerned with additional staff being added.
- Highway

Minor Equipment

Discussion of the Diagnostic equipment for the garage.
- 8:03 PM. Harbormaster Tim Cox joins the meeting to review his budget
 - Mr. Cox states Salaries & Wages is up because of step increases.
 - Mr. Cox has increased his Gasoline number by \$2,500 and Boat Gasoline by \$700 because he states he had to do a transfer this year to cover the expense. He states he was injured last year and wasn't patrolling the entire year.
 - Mr. Cox is holding Licenses at the same amount but hopes to lower it next year because of the lifetime senior buttons.
 - Site Improvement includes \$12,500 to install an asphalt apron at the Hoppy's Landing parking lot. This will solve the problem of pot holes that is now also compromising the road.
 - Mr. Cox was asking for \$4,356 for a pump out station at Union Wharf, but Mr. Rees is not recommending it.
- Marine Resources Capital Plan
- Union Wharf Improvements- South Side (Phase 4)- 20% Match
 - Mr. Cox states the project will cost \$1,250,000. \$1,000,000 is coming from a State Grant.
 - Mr. Cox states they were not approved during the first round of grants, but were encouraged to apply again in September.
 - This would repair the South side of Union Wharf that is deteriorating. Mr. Cox states if this is not repaired he will have to close the area for safety reasons and boats will not be able to use the area.
 - Chairman asks how much money this side of the wharf brings in. Mr. Cox states boats are not allowed to regularly dock at this side. It is used by the transient boats for loading and unloading. Mr. Cox states if they stay longer than one hour, he charges \$25 per hour.
 - Chairman asks how the process works. Are they hiring a contractor? Mr. Cox states they will shut down the wharf while the work is going on. Also, an engineering firm is hired as a site consultant.

- Bernie asks if the is a Clerk of the Works.
Mr. Cox states that is the site consultant's job. He will be on the job every day.
- Lisa asks how long it will take.
Mr. Cox states they say it will take 6 months, but he is expecting 6months to a year.
- Phase 5 Dredging Project-20% Match
 - Mr. Cox states New Bedford is going for a grant for maintenance dredging and Fairhaven has a chance to get in on it.
 - There are 2 Fairhaven sites. It would involve the removal of between 5,000-7,500 cubic yards of material from Pease Park boat ramp and Union Wharf.
 - Mr. Cox states the Federal Government is doing one more dredging. If we don't get in on this now it could be 20 years before we have another opportunity.
 - Mr. Cox explains the process and the use of Cad Cells.
 - Mr. Cox states, with the grant, Fairhaven would have to pay only \$20 per cubic yard. It would be \$100 without the grant.
 - Lisa asks if the material being dredged is contaminated.
Mr. Cox states yes. It would be monitored by the EPA.
 - Chairman asks how much money would be left in the Waterways Account.
Mr. Cox is not sure.
- The committee votes on the Marine Resources budget.
 - Lisa motions for \$154,712 for Salaries & Wages. Seconded by Bernie. Vote: Unanimous
 - Lisa motions for \$47,590 for Operating Expenses. Seconded by Jessica. Vote: Unanimous
- Marine Resources Capital Budget
 - Union Wharf Improvements- South Side (Phase 4)- 20% match
 - Lisa motions for \$250,000-(\$173,500 from Free Cash, \$76,500 from the Waterways Account.) Seconded by Jessica. Vote: Unanimous
 - Phase 5 Dredging Project- 20% Match
 - Lisa motions for \$179,000 from the Waterways Account. Seconded by Bernie. Vote: Unanimous
- Chairman asks if anyone has additional questions about the budget in general.
- Jessica would like to see the quote for the diagnostic equipment for the BPW. She states her father used to oversee the State garage.
- Chairman states next week we will hopefully have the rest of the Selectmen's votes.
- Chairman hopes to have draft Articles next week.

8:39 PM. Lisa motions to adjourn. Seconded by Jessica. Vote: Unanimous

Respectfully submitted by:

Robert A. Furtado
Finance Committee Secretary

accepted 3/28/2019
Robert A. Furtado