

# Town of Fairhaven

## Finance Committee

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Minutes of the meeting for <February 16, 2017> at the Jeffery W. Osuch BPW Administration Building, 5 Arsene St., Fairhaven, MA

Members in attendance:

Chairman-Scott Fernandes, Robert A. Furtado, Padraic Elliott, Kathi Carter, Lisa Plante, Tracy Diggins, Bernard F. Roderick, Thomas Alden

Town of Fairhaven:

Mark Rees- Town Administrator

Vincent D. Furtado- BPW Superintendent, Capital Planning Committee

Dr. Robert Baldwin- Superintendent of Schools, Capital Planning Committee

Timothy Francis- Fire Chief

Meeting was covered by government access television.

Chairman called the meeting to order at 7:00 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 Tom to accept the minutes from June 23, 2016. Seconded by Pat. Vote: Unanimous

Motion made by Tom to accept the minutes from June 30, 2016. Seconded by Pat. Vote: Unanimous

- As the first meeting of the FY18 season, and for the benefit of those viewing the meeting, the Chairman asks members to introduce themselves.
- Chairman reminds members to make sure they have fulfilled the Ethics requirements with the Town Clerk.
- Mr. Rees distributes updated copies of the Reserve Fund Transfer request from the Fire Chief. The Chief requests \$18,240.65 to purchase a new truck, after the insurance settlement.

- Mr. Rees states the Fire Chief was involved in an auto accident on 1-4-2017 that was the fault of the other driver.
  - The insurance company declared the vehicle totaled and settled the claim for \$23,582.30. The new truck will cost \$41,822.95, leaving a balance due of \$18,240.65.
  - Mr. Rees states they can transfer between categories, but for a large purchase like this, that is not practical.
  - Lisa asks the status of the Operations budget at this time.
    - Chief Francis states they are already having issues because, with the bad winter weather, they have two trucks that have broken springs.
  - Chief Francis states the quote for this truck is the last 2016 truck available. If they wait and lose this truck, a 2017 would be approximately \$8,000 more.
  - The Chairman asks where the insurance money will go.
    - Mr. Rees states the money will be held in the Insurance Recovery account.
      - Pat motion to transfer \$18,240.65 to Acct. #01-220-00-5870-22-0206 Fire Dept.- Replacement Equipment. Seconded by Tracey. Vote: Unanimous
- Mr. Rees and Mr. Furtado present a Reserve Fund Transfer request from the Park Dept., requesting \$1,000.
  - Mr. Rees states the Park Dept. has been historically underfunded.
  - Mr. Furtado states they had to replace the rescue board, for the lifeguards, at the end of last season, at a cost of \$875. Because of that, they will not have enough money to open the beach this year.
  - Mr. Furtado states there have also been other additional expenses such as repairs to vehicles and the cost of a Port-a-John at Fort Phoenix. Mr. Furtado states expenses are up because of the increased traffic at the Fort because of the Pokemon Go game.
  - Chairman requests Mr. Furtado come back with 1 Transfer request for all the needed expenses. Mr. Furtado agrees.
  - Bernie asks if the Fort is State owned.
    - Mr. Furtado states the west part of the Fort, with the cannons, is owned by the Town.
  - Pat states he thought the Pokemon traffic had subsided.
    - Mr. Furtado states it has picked up again.
  - Mr. Rees recommends tabling the request until the March 9th meeting.
    - Lisa motions to table the issue until the March 9, 2017 meeting. Seconded by Pat. Vote: Unanimous
- Mr. Rees presents a Reserve Fund Transfer request from the Town Clerk, requesting \$6,214.
  - The money is requested for Election & Registration- Salaries.

- The additional expenses was incurred because Massachusetts introduced early voting for the November 2016 election. This expense was not budgeted for.
  - Lisa asks if early voting will only apply to Presidential elections?
    - Mr. Rees states it would apply to all State elections.
  - Pat asks when the mandate came down.
    - Mr. Rees states he does not know.
      - Pat motions to transfer \$6,214 to Election & Registration- Salary & Wages. Seconded by Tom. Vote: Unanimous
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- Mr. Rees distributes a spreadsheet outlining his Revenue Projections.
  - Discussion with Mr. Rees on the role of the Finance Committee in the budget process.
  - Discussion of the effect of businesses leaving the Town, as it pertains to taxes.
  - Discussion of the budget process.
  - Mr. Rees explains his Revenue Projections and how he arrived at them.
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- Mr. Rees presents the FY18-22 Capital Plan
    - Mr. Rees reads the cover letter of the plan.
    - Mr. Rees states he has used this format before in another community.
    - The items recommended for funding by the Capital Planning Committee this year are:
 

IV pumps for the ambulances	\$21,000
Ambulance replacement	\$260,000
Roadwork	\$320,000
Police radio/communication system	\$250,000
2 New police cruisers	\$80,000
Union Wharf Public Safety Marina	\$100,000
Academy Bldg Doorway and Handicap Access	\$118,000
Town Hall snow guards	\$60,000
Replace Catch Basin Truck	\$330,000
Fairhaven HS wood window restoration	\$250,000
Replace 2001 Toro Mower-Unit 4000D	\$65,000
Replace Fire Dept. Ladder Truck	\$925,000
    - Mr. Rees does a brief rundown of the next 4 years of the plan.
    - Bernie asks if we are voting on the whole plan or just this year.
      - Mr. Rees states we are only voting on this year.
    - Dr. Baldwin discusses the scoring procedure for ranking the various items.
    - Discussion of the amount spent on Capital Planning each year.

- Mr. Rees distributes a letter from Marc Jodoin- Emergency Management Director asking for consideration in the Capital Plan, for purchase of a new vehicle.
  - Bob asks about the Union Wharf Public Safety Marina.
    - Mr. Rees states it would create piers at the Union Wharf for the Harbormaster boats and Police & Fire.
  - Pat asks about the 3rd ambulance and the fact that we have never seen any numbers as to the spending versus revenues.
  - Lisa asks about the Wood Window HS Project.
    - Dr. Baldwin states it would make the existing wood windows operational. Right now there is a danger of the window sashes dropping closed suddenly.
  - Pat asks about the Town Hall Snow Guards.
    - Mr. Rees states these are fixtures installed on the slate roof to stop the snow & ice from abruptly falling off the roof onto people.
- Mr. Furtado discusses the Water & Sewer Capital Projects
    - Discussion of improvements that are needed to both systems.
    - Discussion of collection issues in the Water Dept.
    - Discussion of the upcoming sewerage treatment plant major upgrade.
  - Chairman states our next meeting will be March 9,2017
  - Chairman advises members to review the Capital Plan.
  - Lisa asks about the EMA.
    - Chairman states the Town needs to decide how this department will proceed.
    - Lisa asks if we could have a description of what they are supposed to do for the Town.

8:58 PM. Tracey motions to adjourn. Seconded by Lisa. Vote: Unanimous

Respectfully submitted by:

Robert A. Furtado  
 Finance Committee Secretary  
 (accepted 3-9-2017)