

Town of Fairhaven

Finance Committee

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2019 MAR 11 A 11:11

Minutes of the meeting for <March 22, 2018> at the Jeffery W. Osuch BPW Administration Building, 5 Arsene St., Fairhaven, MA

Members in attendance:

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

Member absent:

Tracey Diggins

Town of Fairhaven:

Wendy Graves- Collector/Treasurer/Finance Director

Meeting was covered by government access television.

Chairman Pat called the meeting to order at 7:03 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 March 15, 2018. Seconded by Lisa. Vote: Unanimous

- Chairman passes around 2 bills for committee members to sign, for the paper that is billed for our use.
- Chairman passes out a draft of the Finance Committee letter he has composed, with the amendments some members had suggested.
- Chairman passes out a copy of the 1934 Fairhaven Bylaw referring to the duties of the Finance Committee.

Discussion of the Finance Committee's duties, concerning the budget.

Chairman explains how Mr. Rees creates the budget and recommends it to the Selectmen.

- Chairman states Mr. Rees works towards a consensus budget between the Selectmen and the Finance Committee.
- Committee members question how a differing recommendation from the Fin Com would be presented at Town Meeting.
- Chairman states it will play out over the next three meetings if there are any differences between the committees.
- Tom states the last sentence in paragraph 33-3 Duties of the Fin Com, states recommendations should be made in writing to Town Meeting members.
- Lisa asks if there would be a minority report.
Chairman states that would be when the Fin Com is split on a vote.
- Chairman states it ultimately is the will of Town Meeting. States Mr. Rees spends a lot of time and effort creating budget, and if someone wants to suggest a change they should do their homework and also have a solution for where the money will come from.
- Lisa states that a committee member could go down to the floor and speak on an issue as a citizen and not a Fin Com member.
- Chairman states he would like to start by trying to reach a consensus.
- Chairman lays out the next 2 meetings:
Tonight we will vote on items we are in agreement with the TA.
Next week we will discuss differences and the Articles.
- Kathi asks what split in the vote is needed to issue a minority report.
Chairman states he is not sure and will have to look into it.
- Chairman states meeting with department heads and asking questions helps to keep departments in check, and issues have been found by our going over the budget.
States that just because the numbers are listed in one column doesn't mean we are not doing our job.
- Tom states he feels there is a diminishing of the Fin Com.
- Chairman states that the Fin Com did vote in favor of the TA position.
- Chairman states he will run down the General Fund budget and if members have an issue with any items they can call out hold and we will vote all the lines not held.

➤ Lisa motions for the following amounts:

Moderator

Salaries & Wages

\$200

Selectmen/Town Administrator

Salaries & Wages

\$271,473

Operating Expenses

\$44,013

Town Accountant

Salaries & wages

\$121,995

Operating Expenses

\$45,830

Finance Director (Treasurer/Collector)

Operating Expenses

\$139,270

Town Clerk/Elections

Salaries & Wages

\$132,851

Operating Expenses

\$33,206

Assessors

Salaries & Wages

\$154,234

Operating Expenses

\$33,113

Town Hall

Salaries & Wages

\$57,632

Operating Expenses

\$66,792

Town Meeting/Finance Committee

Salaries & Wages

\$1,067

Operating Expenses

\$7,715

Planning Board

Salaries & Wages

\$3,200

Operating Expenses

\$3,905

Planning and Economic Development

Salaries & Wages

\$107,273

Operating Expenses

\$15,726

Board of Appeals

Operating Expenses

\$3,800

Conservation Commission/Sustainability Office	
Operating Expenses	\$6,120
Buzzard's Bay Action Comm.	
	\$1,520
Police Department & Animal Control	
Operating Expenses	\$347,451
Fire Department	
Salaries & Wages	\$2,275,052
Operating Expenses	\$249,406
Building Department	
Operating Expenses	\$6,458
Marine Resources	
Salaries & Wages	\$125,877
Operating Expenses	\$43,505
Emergency Management	
Salaries & Wages	\$1,768
Sealers of Weights and Measures	
Salaries & Wages	\$6,863
Operating Expenses	\$998
Street Lighting	
	\$51,000
Fairhaven Public Schools	
	\$20,383,354
GNBRVT High School	
	\$1,956,485
Bristol County Aggie HS	
	\$40,000
Public Works Administration	
Salaries & Wages	\$183,243
Operating Expenses	\$2,816

Highway Division

Salaries & Wages	\$1,004,820
Operating Expenses	\$1,205,799
Snow & Ice Removal	\$60,000

Tree Warden Department

Salaries & Wages	\$37,906
Operating Expenses	\$26,205

Board of Health

Operating Expenses	\$652,560
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Council on Aging

Salaries & Wages	\$147,454
Operating Expenses	\$35,151

Veterans Services

Operating Expenses	\$792,100
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Commission on Disability

\$1,300

Rape Crisis Project

\$2,000

Millicent Library

\$669,283

Recreation

Salaries & Wages	\$161,797
Operating Expenses	\$164,700

Park Division

Salaries & Wages	\$103,079
Operating Expenses	\$26,319

Office of Tourism

Salaries & Wages	\$57,825
Operating Expenses	\$26,319

Fine Arts

\$1,200

Historical Commission	\$14,750
Memorial Day	\$2,500
Consolidated Information Technology	
Salaries & Wages	\$321,300
Operating Expenses	\$105,097
Contributory Retirement	\$3,079,385
Group Insurance	\$3,956,977
MA Employment Security	\$115,000
Town Insurance	\$880,000
Medicare Assessment (employer share)	\$398,000
<u>Debt Service</u>	
Principle	\$873,294
Interest	\$284,074
Principle Authorized but not issued	\$100,000
Interest Authorized but not issued	\$32,375
Interest on Temp Loans	\$60,000
<u>Appropriations to Reserves</u>	
Overlay Reserve (Abatements & Refunds)	\$300,000
Reserve Fund	\$100,000
Stabilization Fund	\$0
Capital Stabilization Fund	\$0
Other Post Employment Benefits Reserve	\$200,000
Wage & Salary Reserve	\$150,000
COLA for Non-Union Employees	\$47,000

➤ All above amounts seconded by Tom. Vote: Unanimous

- Going back over the held items:

Human Resources

Salary & Wages—was held by Bernie

- Bernie asks if this line includes an additional clerk position.

Ms. Graves states it only includes the clerk that was transferred from the Selectmen's office.

- Bernie states the HR Dept. position seems to be growing quickly and we probably need a year to see how it is working.
- Lisa states she feels Town Hall government is growing too fast, too large. She states people will be taxed out of town.
- Tom states he agrees with Lisa to an extent, but there are people at Town Hall wearing multiple hats and it can be very inefficient.
- Jessica states the position was voted for and created last year.
- Lisa states she feels people didn't know what they were voting for.
- Chairman agrees the department is growing, but he feels there needs to be a professional in charge of personnel.
- Ms. Graves explains the hiring process when someone needs someone for their department.
- Jessica states this is the way professional companies handle hiring.
- Chairman agrees.
- Chairman asks Bernie if he is now prepared to vote.
- Bernie states yes.
 - Tom motions for Human Resources- Salary & Wages- \$110,147. Seconded by Jessica. Vote: Unanimous

Human Resources

Operating Expenses- was held by Lisa

- Lisa doesn't feel the need for the milestone awards.
- Kathi doesn't believe in the certificates either.
- Tom states it is a small sum in comparison to the whole budget, but it can lead to additional things.
- Chairman states we will wait until next week.

Finance Director

Salaries & Wages- was held by Chairman

- Chairman states Marine Resources is adding a clerk and asks Ms. Graves if it will pull work from this department.
- Chairman asks if there is a possibility of reducing the clerks in this department as things are shifted around.
- Tom states a number of jobs are being pulled from other departments, but it still a benefit for the Town.
- Chairman states we seem to be adding workers, but reducing the work load on the remaining workers.

- Lisa motions for Finance Director (Treasurer/Collector)- Salaries & Wages \$342,367.
Seconded by Tom. Vote: Unanimous

Economic Development Committee

- This was held by the Chairman who states he would like an explanation of the increase.

Board of Appeals

Salaries & Wages- this was held by the Chairman

- Chairman states the increase is supposed to be a step increase for the help for the Board of Appeals, however it seems to be a 56% increase.
- Jessica states it appears the position only works 15 hour per week.
- We will wait till next week.

Legal Expense- held by Bernie

- Bernie asks if this is a contract or pay as you go.
- Ms. Graves states it is the legal fund that expenses are drawn from.
- We will wait till next week.

Conservation Commission/Sustainability Office

Salaries & Wages- was held by Jessica, Lisa, Bernie, & Chairman

- Chairman questions the Conservation Agent being changed to a full time position.
- Tom states he spoke with the building inspector. The building inspector stated the Conservation Agent would handle conservation issues, sustainability, and matters pertaining to flood insurance issues.
- Lisa questions hearing that the agent would be involved in patrolling Little Bay.
- Jessica states that this is actually a \$75,000 position that is prorated this year for 8 months.
- We will wait.

Police Department

Salaries & Wages- was held by Bernie & Chairman

- Bernie states he supports the Police Chief adding an additional School Resource Officer.
- Tom states he believes the SRO position is a very valid position and the existing one seems to be stretched thin.
- Lisa states the SRO is trained to read behavior and be proactive.
- Tom states with recreational marijuana it will be needed even more.
- Jessica states the middle school needs its own officer.

- Bob supports the importance of the position, but fears even if another officer is added, this position will always be the first to be eliminated if there are staffing issues.
- Chairman states, when we were sold the new command structure, no one ever said we would be losing a SRO.
- Chairman states if someone wants to add a position they must have a deduction in another area to finance it.
- We will wait till next week.

8:28 PM. Chairman calls a recess. Back in session at 8:32 PM.

Building Department

Salaries & Wages- was held by Chairman

- Chairman states they are adding another part time clerk.
- Jessica & Bob state that position is not being recommended.
 - Lisa motions for Building Department- Salaries & Wages \$162,239. Seconded by Jessica. Vote: Unanimous

Emergency Management

Operating Expenses- was held by Lisa

- Lisa has questions about the new furnace.
- Tom states he spoke with EMA and was told they did a band aid repair last year to keep the heat going and they don't know if it is going to last.
- Tom states he was told 3 people were brought to the building during the last storm.
- Lisa questions replacing the furnace without replacing the ducts.
- Bob states that in most situations the furnace would just be connected back into the existing duct work. Replacing all the ducts would add significant cost.
- Jessica asks Lisa if she was just holding because of the furnace.
- Lisa states she won't hold up the vote.
 - Tom motions for Emergency Management Agency- Operating Expenses \$24,204. Seconded by Bernie. Vote: Motion passes 6 to 1 with Lisa opposed.

Board of Health

Salaries & Wages- was held by Bernie

- Bernie asks if the board is paid.
- Ms. Graves states yes. It has its own line.
- Bernie questions why the board is paid.
 - Lisa motions for Board of Health- Salaries & Wages \$134,658. Seconded by Tom. Vote: Unanimous

Veteran Services

Salaries & Wages- was held by Chairman

- Chairman questions the position becoming full time.
- Ms. Graves states the law calls for a full time position.
- Tom asks about the talk of regional position.
- Ms. Graves states if it was regional it would qualify as part time.
- We will wait.

- Items held are:

- Human Resources- Operating Expenses
- Economic Development Committee
- Board of Appeals- Salaries & Wages
- Legal Expense
- Conservation Commission- Salaries & Wages
- Police- Salaries & Wages
- Veterans Services- Salaries & Wages

- Capital Improvement Plan

- Chairman runs down the list to see if members have issues with any items.
- Rogers School item raises questions.
- Bernie states we are spending a quarter million dollars for a plan that doesn't exist.
- Lisa states putting the building on the Historic Register could create more problems and expense.
- Bernie states it should be made into a Town Hall annex or torn down and made into a park.
- Jessica asks if each item on the CIP would be voted on separately.
- They would be voted separately.
- Discussion of the CIP stabilization fund.
- Lisa questions the \$2,500 that was added to the Town Hall budget several years ago, for the auditorium curtains.

- Committee looks over the list of Articles.

- Chairman questions whether the Rogers School money in the CIP would be duplicated with the money in the Article for maintenance.
- Chairman states if the committee has issues or concerns on the way the budget is going, we could get together after Town Meeting and do a "looking forward" meeting.
- Chairman wants to focus these meetings now, on this budget
- Ms. Graves asks about the March 27th meeting.
Chairman states we will not meet.

- Chairman states next week we will vote the remaining operating budget.
- We will have Articles next week.
- Ms. Graves asks the Chairman if he anticipates meeting on April 19th.
Chairman states he does not except the need to meet.
- Chairman thanks Ms. Graves for her attendance at our meetings and her assistance.
- Jessica thanks committee members for their assistance during her 1st year on the committee.

9:12 PM. Lisa motions to adjourn. Seconded by Bernie. Vote: Unanimous

Respectfully submitted by:

Robert A. Furtado
Finance Committee Secretary

accepted 3/29/2018

Robert A. Furtado

