



**Fairhaven Select Board & Finance Committee  
Joint Meeting Minutes  
March 23, 2023**

FAIRHAVEN TOWN CLERK  
ROUD 2023 APR 21 PM 2:20

**Select Board Members Present:** Chair Stasia Powers, Vice-Chair Leon Correy, Clerk Robert Espindola, Select Board member Keith Silvia, Select Board member Charles Murphy Sr., and Town Administrator Angie Lopes Ellison.

**Finance Committee Members Present:** Chair Padraic Elliot, Vice-Chair Lisa Plante, Robert Grindrod, Linda Gallant, Peter Gardner, Claire Millette, Stephen Levesque and Therese Szala.

**Also present:** Anne Carreiro, Rich Bienvenue, Tara Kohler, Pam Kuechler, Joanne Correia, Anne Carreiro, Lisa Rose, Pam Bettencourt,

**Not present:** Denise Barr

**The meeting was videotaped by Cable access and Zoom meeting application.**

Ms. Powers called to order the Select Board meeting at 6:30pm.

Mr. Elliot called to order the Finance Committee meeting at 6:30pm and yielded to Ms. Powers

**Approve Minutes:** Passed over

Ms. Ellison provided the Board and Finance Committee with a table of contents listing the department budgets by name and page within the 311-page budget book. Mr. Bienvenue advised an updated draft of the operational budget including a contingent budget (if no override) will be provided next week.

School Superintendent Tara Kohler and School Committee Chair Pam Kuechler answered questions regarding the presentation they made on March 13, 2023. Ms. Kohler addressed questions regarding class size (pages 17 and 18 of the School Presentation *Attachment A*), the open positions, net school spending requirements, Esser Grant funding for the Family Management Center, average salaries related to classroom size and attrition, trends with student body and shrinking with population changes.

Interim Principal Assessor Joanne Correia presented an overview of the FY24 budget for the Assessor's Office. The budget is level funded. She answered questions about map digitizing, mileage, courses, training and professional gatherings.

Town Accountant Anne Carreiro, Assistant Treasurer Lisa Rose and Assistant Collector Pam Bettencourt presented overviews of the FY24 budgets for the Accounting and Treasurer/Collector departments. Questions and discussion included postage, requirements for direct deposit versus live checks, tax title, the position of Finance Director, seminars and professional gatherings, contracted services, any remote training opportunities, request for an intern in Accounting, and the Department of Revenue's (DOR) recommendation for an Assistant Town Accountant.

Ms. Carreiro also answered questions about retirement and medicare and what PERAC stands for (Public Employee Retirement Administration Commission), Town and group insurance and the use of Blue Cross, Blue Shield.

Town Clerk Linda Fredette presented an overview of the FY24 budget and capital requests for the Town Clerk's Office and Elections. She answered questions about seminars, professional gatherings, number of poll workers per election, public safety use of police on election day, poll pads and the storage shed for equipment.

Tourism Director Chris Richard presented an overview of the FY24 budget for the Tourism department and answered questions about overall effectiveness of the department, advertising methods, staffing full-time year-round versus only the summer season, generating revenue and tracking the number of visitors.

Health Agent David Flaherty presented an overview of the FY24 budget for the Board of Health and answered questions on stipends, some members waiting the stipend, community health nurse, seminars and professional gathering expenses.

Veterans Agent Brad Fish presented an overview of the FY24 budget for the Veterans Service Office (VSO). He answered questions about medical services and how projections fluctuate, seminars, other community services that could be an option for clients, how many veterans are served by the VSO, state mandates, state reimbursements and how this impacts the overall budget projection process for the VSO.

Recreation Center Director Kelley Peterson presented an overview of the FY24 budget for the Recreation Center. Ms. Lopes thanked Ms. Peterson for promoting the Rec Center and the innovations she has begun. Ms. Peterson answered questions about salaries, professional gatherings, membership fees, equipment replacements, capital items requested for outdoor fitness, accessibility equipment, transportation costs to bus to alternate locations and existing outdoor equipment.

Belonging Committee Chair Jessica Fidalgo answered questions about the FY24 budget for the Belonging Committee tied to hosting events and saving by using Town facilities whenever possible.

Executive Assistant to the Town Administrator Amy Hart presented an overview of the FY24 budget for the Select Board office. It is level funded and does include the salaries for the elected Select Board. Questions and discussion were related to deferred compensation in the Town Administrator's contract, mileage, training, seminars, Rogers School maintenance, wind turbine revenues and the Annual Town Report book.

Ms. Ellison presented an overview of the FY24 Town Hall budget and answered questions about the air quality, HVAC system requests for the East Room and Banquet Room and street lights.

Ms. Ellison also discussed the FY23 Library budget, they use the calendar year versus fiscal year. The physical building is the Town's, the Library manages the day-to-day operations.

Ms. Ellison reviewed the FY24 budget overview for the Historical Commission, Cultural Council and the Memorial Day/Veterans Day which are all level funded.

Mr. Bienvenue reviewed items from debt services and reviewed items rolling off

Discussion ensued regarding seeing a budget with and without an override, the impact of the tax rate, the new sewer plant which is part of enterprise funds and not the operating budget and future items like a public safety complex. Mr. Bienvenue cautioned on discussing the public safety complex now as it is farther out in the future.

Mr. Espindola presented slides that took data from Mr. Bienvenue, public safety complex and data on the wastewater treatment plant from Mr. Furtado and suggested they be considered along with the budget.

Ms. Ellison explained the next steps would be to allow department heads to answer any additional questions and the Select Board to meet to review and recommend budget and warrant articles. The materials Mr. Bienvenue compiled will be put into the articles according to the either operating budget, capital budget or other budget items.

Members of the Finance Committee asked for a budget with the cuts as an alternative to the proposed budget with the override.

The Select Board will schedule time over the next two weeks to meet to review and recommend budget and warrant articles.

**Finance Committee adjourned at 9:54pm**

**The Select Board adjourned at 9:54pm**

**Attachments:**

- A. FY24 School Budget Presentation (from 3-13-2023)
- B. Override projection chart (from 3-16-2023)
- C. Mr. Espindola's override impact presentation