

Town of Fairhaven

Finance Committee

Minutes of the meeting for <February 21, 2013>at the BPW Administration Building, Arsene St., Fairhaven, MA

Members in attendance:

Chairman-John Roderiques, Robert A. Furtado, Scott Fernandes, Kim Hyland, Kathi Carter, Therese Szala, Dawn Devlin, Sid Martin

Members late:

Phil Washko- in @7:07 PM

Padraic Elliot- in @7:35 PM

Members absent:

Kevin Costa, Colin Veitch

Town of Fairhaven:

Jeffery Osuch- Executive secretary

Wayne Fostin- Building Commissioner: 7:00 PM appointment

Warren Rensehausen- Recreation Director: 7:45 PM appointment

Meeting was covered by government access television. Member of the press present.

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.

Motion made by Kim to accept the minutes from February 14, 2013. Seconded by Sid.

Vote: Unanimous

The Chairman explains that he is going to allow the co-vice chairmen to run the appointments tonight in order to gain experience.

- 7:03 PM Chairman turns the meeting over to Vice Chairman Scott Fernandes for an appointment with Wayne Fostin: Building Commissioner, to discuss his FY 14 budget and a possible shortfall in the FY 13 budget.
 - Mr. Fostin passes out an updated Building Dept. Budget for FY2014. The original sheet in the committee's binders does not include Mr. Fostin's 1% raise on June 30, 2013. The corrected figure for line 28A. Salary & Wages is \$ 128,023.19.

- All other categories are level funded from last year.
 - Mr. Fostin presents the committee with documentation showing permit trends for FY 11, FY 12, and the 1st 6 months of FY13. These figures leave Mr. Fostin to believe that he will be coming in for a Reserve Fund Transfer in the future, to cover an increase in electrical inspections.
 - Mr. Fostin would also like to increase his budget by \$ 10,000 to cover that increase in FY 14. Scott states that this is an increase in services. Chairman states that if the inspections are called for, they have to be done and paid for. Chairman states that Mr. Fostin should have seen somewhat of a trend in the increase, and planned for it in his original budget presentation.
 - Kim questions if gasoline will be sufficient with the added inspections. Chairman explains that electrical inspectors use their personal vehicles.
 - Terry questions a Reserve Fund transfer that was done for FY 12.
 - Scott tells Mr. Fostin that the committee will consider the budget increase, as the process moves forward.
- 7:20 PM: The Chairman takes back control of the meeting.
 - Chairman states that the Council on Aging has contacted him before the deadline, for an appointment. They have yet to connect on a date.
 - Mr. Osuch passed out new updated budget spreadsheets, new updated Article sheet with the Selectmen's votes.
 - Committee discusses and votes on Articles before next appointment.
 - Article #29 Eldred Headstones at Riverside
Chairman states that 10 signatures were obtained to get this Article on the warrant. He apologizes for blaming the Selectmen. Chairman states that Riverside Cemetery is not owned or supported by the town.
 - Scott motions: Indefinite postponement. Seconded by Sid. Vote: Unanimous
 - Article #20 Cultural Council Funding
Selectmen are recommending \$ 1,500 more than appropriated last year.
 - Scott motions for \$ 1,000. Seconded by Sid. Vote: Unanimous
 - Discussion of the ownership of Fort Phoenix. High School CPC work.
 - The committee hears Terry's "Typewriter Report".
Terry visited the Town Clerk's office to view the typewriters. She states that the commercial typewriter is capable of printing 15 pitch type, while the consumer

models are not. The Clerk states that she uses this type often. The committee sees the service contract as worthwhile and thanks Terry for her research.

- Article #5B Town Dept. Telephone Upgrades

Mr. Osuch presents a proposal from Clear Sound Communications, in the amount of \$ 9,704, for the replacement of the Town Hall telephone system.

The existing system is 20 years old and parts can no longer be obtained for it.

The new system would have one number to dial into Town Hall and a separate extension for each department.

Terry questions if this cost would cover everything and be complete. Is there a service agreement?

Phil asks if there is any user training included.

Chairman asks if there are any compatibility issues.

- Chairman turns the meeting over to Vice Chairman Sid Martin

- 7:50 PM Appointment with Warren Rensehausen: Recreation Director

- Mr. Rensehausen apologizes for being late, as he was coaching his basketball team to a win.

- Sid states his appreciation for Mr. Rensehausen's leadership at the Rec Center and the thoroughness of his budget preparation.

- Power consumption is down because sensor light controls have been installed in the gym.

- Advertising is down because seasonal ads are being combined and the quality of the paper has been downgraded. Printed ads go only to the elementary schools, library, and Town Hall. Programming is also listed on town website.

- Chairman asks if the salary figure includes the June 30, 2013 1% increase. Mr. Rensehausen states it does.

- Mr. Rensehausen discusses copier lease buyout.

- Phil questions \$ 1,400 for Peak Software. Mr. Rensehausen states that this is for support and offsite backup. To change software now would be cost prohibitive.

- Dawn asks about email advertising.

- Capital Outlay: seeks \$ 9,500 to purchase 1 elliptical machine and 1 treadmill.

Mr. Rensehausen states that these would replace the 2 oldest machines (10 years old) while they still have some trade-in value. There is also a lease option of \$ 293/month for 2 machines.

Terry asks for priority if only 1 machine can be purchased. Mr. Rensehausen states the treadmill would take priority.

Padraic asks if these machines are purchased, when would the next replacement be required. Mr. Rensehausen states it would be 3 to 4 years out.

Rec Center presently has 4 elliptical, 4 treadmills, and 4 stationary bikes. Scott questions using gift account for part of this expenditure. Mr. Rensehausen states he has been using that for maintenance when that account is empty.

- Sid asks about membership numbers.
Mr. Rensehausen states there are approximately 952 members, with 5% from Acushnet or Mattapoisett. Numbers are up 2% since he took over. He has plans to ask Selectmen to increase membership prices.
- Discussion takes place about the Rec Center Account. Chairman asks Mr. Rensehausen to email him the historical data of what the programs have brought in over the past years. Discussion will hold off until the committee has that information.

- 8:33 PM Chairman resumes control of the meeting.
- 8:35 PM Chairman calls recess. Back in session @ 8:39 PM.
- Next week:
School Department, Historical Commission, Tourism Dept.
- Chairman discusses the budget deficit.
 - Still looking for policy guidance from Selectmen.
 - Cutting roadwork in half will save \$ 333,000.
 - No additional raises will save \$ 240,000.
 - Fin Com has no control over what gets negotiated with labor.
 - Discussion of increase in Article #4 over the years as opposed to the other Articles.
 - Historic buildings are expensive to maintain.
- Kim questions Veteran Services. If we don't pay the increase, what would happen? Chairman states the State would pay the veteran and take it off the town's Cherry Sheet, and we would not get any reimbursement money.
Terry questions admin. assistant salary increase. We will discuss when he comes in.
- Chairman advises committee to go through budgets of departments that don't have appointments, to see if there is anything that needs explanation.
- Discussion of Article #38 Fire Department Security System
Chairman states his feeling that public safety buildings should have security.
Kim states he is against, with money tight as it is now.
Sid states that the ambulances are an attractive target.

- Discussion of the importance of funding more than just salaries.
Population of the town hasn't significantly changed over the last 30 years.
Taxpayers expect something for their money.
- 9:27 PM Kim motions to adjourn. Seconded by Sid. Vote: Unanimous.

Respectfully submitted by:

Robert A. Furtado
Finance Committee Secretary

(accepted 2-28-2013)