

Town of Fairhaven

Finance Committee

Minutes of the meeting for <February 14, 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, Kevin Costa, Therese Szala, Colin Veitch, Dawn Devlin, Sid Martin, Padraic Elliot

Members absent:

Phil Washko

Town of Fairhaven:

Jeffery Osuch- Executive secretary

Eileen Lowney- Town Clerk, 7:10 PM appointment-remained until recess @8:16 PM

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

Chairman 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.

Motion made by Kim to accept the minutes from February 7, 2013. Seconded by Sid.

Vote: Unanimous

- Mr. Osuch passed out new updated budget spreadsheets, new sheet with 2013 Annual Town Meeting Articles with dollar figures. Chairman passed out sheet with certified 2012 Annual Town Meeting Appropriations, copies of articles from the Beacon magazine.
- Chairman presents a bill to the committee, from the Selectmen, for our annual paper expense, totaling \$ 115.
 - Kim motions to pay the bill from acct. #001-131-00-5420-00-0201 Fin Com. Supplies. Seconded by Scott Vote: Unanimous
- Chairman presents a letter from Anne Carreiro-Town Accountant, seeking authorization to deficit spend for snow and ice removal. BPW seeks to spend up to \$ 20,000 for supplies and up to \$ 20,000 for overtime payroll.

Chairman explains the committee will have to decide at a later date whether it will be paid out of the Reserve Fund or an Article on the Special Town Meeting within the Annual.

➤ Kim motions to approve. Seconded by Sid. Vote: Unanimous.

- Chairman presents a sheet from the Building Commissioner notifying the committee of a possible shortfall in the payroll account of \$ 17,110.01 for the current fiscal year. The committee will discuss this with Mr. Fostin when he comes in.
- 7:10 PM appointment with Eileen Lowney-Town Clerk to discuss her dept. budget, her salary budget, and the Elections & Registration budget.

Town Clerk Budget

- Assistant clerk salary is up because of 1% raise.
- Purchase of services: is up. This covers service contract on 2 typewriters and the time stamp.
Terry questions the need for the typewriter service contract, with typewriters becoming less expensive. Ms. Lowney states that this covers service for one year and they supply a replacement machine if hers has to be taken in for service. Chairman advise that these are commercial machines. Terry will visit the Clerk's office to view the typewriters in question.
- Supplies: are up. This is to cover toner, partially because of elections.
- Books & Subscriptions: are up \$ 500. Chairman states that in past years Ms. Lowney has had to come in for Reserve Fund transfers for this category. Town Clerk must have copies of Mass Code in the office.
- Book binding: is up. Ms Lowney states that past years Town Meeting records have to be bound. Also Marriages, Births, Deaths.
- Other Charges & Expenses: is up because of seminars.

Elections & Registration Budget

- Budget is lower than last year because there will be less elections this year.
- Terry questions part time clerk salary increased \$ 2,000 over last year's total. Ms. Lowney states she has increased the hours of the clerk, who does census work. The Assistant Clerk salary also comes out of this category for elections and Town Meeting.

Chairman explains that this is an expansion of services and we are looking for level service budgets.

Chairman asks why census work is in the Elections & Registration category. Ms. Lowney states, that is where it has always been.

Padriac questions why Supplies are not less if there are less elections.

Town Clerk Salary

- Ms. Lowney seeks a salary increase of \$ 6,000. She states she is looking to get her salary more in line with what a dept. head would make.
- Chairman states that she is not a dept. head. She is an elected official which is not subject to the same oversight as a dept. head. Chairman states that not all dept. heads make the same salary. Nothing has changed with the position of Clerk to merit such an increase. Town is long overdue to look at salaries, but this is not the economy to do it.
- Ms. Lowney presents the committee with a breakdown of other towns by population and the salary of the clerk. Chairman states you must also look at each town's wealth value. Town has to maintain consistency with all employees and salary practices.
- Ultimately, Town Meeting has the final say.

Special Election

- Ms. Lowney presents the committee with a breakdown of the anticipated expenses for the special election to replace John Kerry. This was not included in last year's budget. It will have to be paid out of the Reserve Fund or an Article in the Special Town Meeting.
Chairman is pleased with the advanced notice of the situation.

- Discussion of raises:

- Chairman starts a discussion about salaries town wide.
- Town must look at salaries in all departments. Turn backs are down. Operating budgets are lean. Going forward, increases in salaries will mean layoffs.
- The 1% increase on June 30, 2013 is a raise for FY14. Many employees will also get step increases.
- The committee's general consensus is that raises cannot be considered now. The economy in the private sector is not good, there is going to be an increase in the water and sewer rates, any layoff positions will be hard to get back at some point, unemployment costs will go up, and taxpayers will get less services for their tax dollar.
 - Scott motions for no salary increases other than contractually obligated.
Seconded by Terry. Vote: Unanimous.

- Chairman calls recess at 8:16 PM. Back in session at 8:21 PM.
- Chairman apologizes for keeping members from their significant others on Valentine's Day.
- Upcoming appointments:
 - 2-21-2013 possibly Board of Health, Building Department
 - 2-28-2013 7:10 PM Historical Commission
7:30 PM School Department
 - 3-7-2013 Board of Public Works
 - 3-21-2013 CPC
 - Rec Center, Board of Assessors have called but not yet scheduled.

Selectmen have not picked a revenue number yet.

This is not the time for any department to come in with an increased budget.

- Discussion and voting on Articles:
 - Article #1 Measurer of Wood & Bark
 - Scott motions: Recommend Adoption. Seconded by Sid. Vote: Unanimous
 - Article #2 Town Report
 - Terry questions cost of glossy cover.
 - Scott motions: Recommend Adoption. Seconded by Sid. Vote: Unanimous
 - Article #3 Setting of Salaries
 - 3A) Board of Selectmen
 - Scott motions for \$ 15,600. Seconded by Sid. Vote: Unanimous.
 - 3B) Town Clerk
 - Scott motions for \$51,679 which includes a 1% raise. Seconded by Sid.
Vote: Unanimous
 - 3C) Moderator
 - Scott motions for \$ 800. Seconded by Sid. Vote: Unanimous
 - 3D) Tree Warden
 - Scott motions for \$ 6,565 which includes a 1% raise. Seconded by Sid. Vote: Unanimous
 - 3E) Board of Health
 - Scott motions for \$ 4,000. Seconded by Sid. Vote: Unanimous
 - Article #7 Town Hall Repairs
 - Terry questions why it is not in the regular budget.
 - Mr. Osuch explains this is used for more substantial repairs. Next project will probably be the stage curtains.
 - Chairman states it allows them the roll money over for 2 years to do larger project.
 - Category has been reduced in past years.

- Scott motions for \$ 7,500. Seconded by Sid. Vote: Unanimous
- Article #11 Hoppy's Landing Revolving Account
 - Scott motions: Recommend Adoption. Seconded by Colin. Vote: Unanimous
- Article #12 Restaurant/All Alcohol License
 - Scott motions: Yield to petitioner. Seconded by Sid. Vote: Unanimous
- Article #13 FEMA Grant for Ladder 1
 - Scott motions for \$ 38,450. Seconded by Sid. Vote: Unanimous
- Article #15 Social Day Care Center
 - Scott motions: Recommend Adoption. Seconded by Sid. Vote: Unanimous
- Article #16 Worker's Compensation Assessment
 - Scott motions for \$ 17,288.27. Seconded by Sid. Vote: Unanimous
- Article #17 Fire & Police Shared Telephone System
 - Scott motions for \$ 22,710. Seconded by Sid. Vote: Unanimous
- Article #18 Houseboats & Floatable Devices

Mr. Osuch states that Town Council advises that this article is not needed. Harbormaster has the authority. Article will probably be pulled.
- Article #19 Wind Bylaw

Zoning article

 - Scott motions: Yield to petitioner. Seconded by Sid. Vote: Unanimous
- Article #21 FEMA Cots

Discussion of emergency shelter and where cots would be stored. Will wait for dollar figure and EMA to come in.
- Article #22 Non-Mandated Student Activities Rev Acct
 - Scott motions: Recommend adoption. Seconded by Sid. Vote: Unanimous
- Article #23 Special Needs Early Childhood Rev Acct
 - Scott motions: Recommend adoption. Seconded by Sid. Vote: Unanimous
- Article #25 Propagation of Shellfish
 - Scott motions for \$ 17,500. Seconded by Sid. Vote: unanimous
- Article #34 State Aid to Highways
 - Scott motions: Recommend adoption. Seconded by Sid. Vote: Unanimous
- Article #36 Hazardous Material Revolving Fund
 - Scott motions: Recommend adoption. Seconded by Sid. Vote: Unanimous

- 9:11 PM Kim motions to adjourn-before the chocolates and roses in his car freeze.
Seconded by Sid. Vote: Unanimous.

Respectfully submitted by:

Robert A. Furtado
Finance Committee Secretary

(accepted 2-21-2013)