

# Town of Fairhaven

## Finance Committee

---

Minutes of the meeting for <March 27, 2014>at the BPW Administration Building, Arsene St., Fairhaven, MA

Members in attendance:

Chairman-John Roderiques, Robert A. Furtado, Scott Fernandes, Padraic Elliot, Kathi Carter, Therese Szala, Lisa Plante, John Mota

Town of Fairhaven:

Jeffery Osuch- Executive secretary

Marc Jodoin- EMA Director

John Rogers, Jr.- EMA

Gary Lavalette- EMA

David S. Darmofal-Harbormaster/Asst. Shellfish Warden

Timothy Cox-Shellfish Warden/Asst. Harbormaster

Meeting was covered by government access television. Member of the press was not 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 the meeting by video or audio.

Motion made by Scott to accept the minutes from March 20, 2014. Seconded by Terry.

Vote: Unanimous

- Mr. Osuch passes out updated FY15 spreadsheet, updated spreadsheet for the ATM Articles, updated warrant for the STM, updated spreadsheet for the STM, and back-up material for STM Articles 18 & 19.
- Chairman presents 3 Reserve Fund Transfer requests from the Emergency Management Agency.
- 1st request is for \$500 for Electricity:
  - Mr. Jodoin states that the extra is needed because of an "extremely cold winter".
  - Chairman states that is not an acceptable reason.

- Chairman states that the electric use is up 40% from last year, while the heating degree days are only up 8%.
- Chairman asks how many meters the EMA is paying for.
  - Mr. Jodoin states they pay for 4 meters, the same as last year.
- Chairman states he has no intention to let NStar bills go unpaid.
  - Mr. Jodoin states the account is presently paid to date.
    - Terry motions to table the request. Seconded by John M. Vote: Unanimous
- Chairman states the EMA will have to come back each month as the bills come in, for the remainder of the year.
- 2nd request is for \$ 800 for Heat,Light, Power- for natural gas.
  - Mr. Jodoin states he doesn't have funding left to pay a \$ 299 bill from NStar Gas.
  - Mr. Jodoin states again that it is because of an extremely cold winter.
  - Once again the Chairman states that is not an acceptable reason.
  - Chairman states that the EMA doesn't have the budget to allow other groups to use the building and turn the heat up.
  - Mr. Jodoin states that he made a mistake submitting last year's budget and the FY 15 budget, and received less money than the previous year because of it.
  - John M. asks how much money was turned back in previously.
    - Chairman states that in FY13 they received \$ 1,800 and turned back \$ 397. For electric in FY13 they received \$ 722 and turned back \$ 123.
  - They currently have \$ 234.68 left in Utilities, and have a bill for \$ 299.
  - Chairman asks why the request equals \$ 200 a month for the rest of the FY.
    - Mr. Jodoin states he didn't want to have to come back.
  - Discussion of the use of the building.
    - Mr. Jodoin states that the building has been used the same for the previous years.
    - Mr. Jodoin states that the building has been used for law enforcement classes.
    - Chairman states that there are enough buildings in town that have a budget that allows for their use.
      - The EMA building is not budgeted for that amount of use.
  - Chairman advises Mr. Jodoin to have the heating system checked. If the use the previous years was the same, something else is causing the increase in consumption.
    - Terry motions to transfer \$ 75.00 to Utilities. Seconded by Scott. Vote: Unanimous
- 3rd request is for \$ 300 for Gasoline & Diesel.
  - Mr. Jodoin states the money is needed because "We assisted at many events in town and some events out of town. Cost increase?".
  - Chairman checks the records and states that they are paying 14 cents less per gallon than was budgeted.

- Chairman states that gallons purchased does not equal gallons used.  
The EMA has a history of filling all the vehicles, and then not refilling then for several months.
  - Chairman states if they want to be more than EMA, they should put a plan together and go before the Selectmen for an endorsement, and come up with a budget for it.
  - Chairman asks if all the vehicles they have cards for are on the road.
    - Mr. Jodoin states yes. They have 5 trucks and 2 equipment cards.
  - Chairman states that this fiscal year's money should only be used for this fiscal year.
    - Terry motions to transfer \$ 150 to Gasoline & Diesel. Seconded by Scott. Vote: Unanimous
  - Chairman tells Mr. Jodoin that this is his budget and he will have to live within it.
- Discussion of STM Article 15- Fire Alarm at EMA Headquarters
    - Chairman asks why there is a need to alarm the building now.
      - Mr. Jodoin states that they have the alarm equipment from the old Wood School and thought it was worthwhile to install it.
    - Chairman states that the building was looked at when the wireless Fire Alarms were installed throughout the Town, and it was felt that it was not needed.
      - Mr. Jodoin states he was not aware of this. He states the building is unoccupied most of the time, and they have equipment stored in there.
    - Chairman asks why they waited until the STM for this.
      - Mr. Jodoin states that they had to wait until the Fire Alarm person and Wayne Corp could meet at the building. By the time that happened, it was too late for the ATM.
    - Chairman states that he has checked, and the alarm is only needed if they are regularly holding meetings with 30 or more people.
    - Pat questions what type of alarm this would be.
      - Mr. Jodoin states they have the radio box from the old Wood School. This would be to install it and the wiring and pull stations throughout the building.
    - Chairman states he would have been more compelled to do the alarm when the building was being rented out.
    - Mr. Lavalette states that they have equipment stored in the building.
    - Kathi asks what equipment is stored, and if they have meetings with more than 30 people?
      - Mr. Jodoin states they have radio equipment and the shelter cots. He states they don't generally have 30 people at meetings.
    - John M. asks the value of the equipment.
    - Bob asks if the present security alarm is monitored.
      - Mr. Jodoin states no.

7:41PM. EMA leaves the meeting.

- Mr. Darmofal presents the Natural Resources budget:
  - Mr. Darmofal states he has increased postage because of increase in mailings for collections.
  - Preprinted forms are up because of an increase in the envelopes for parking.
  - Chairman states that the 1% and 2% increases were supposed to be in the salary line only.
    - Mr. Darmofal states that the increases are need based.
  - Mr. Darmofal states they have lost their grant money. They are using their last \$ 5,000 for equipment repair.
  - Mr. Darmofal states he has increased electricity by \$ 120.  
They have taken over the building at the Bridge Street landfill, and the increase is for power to operate the overhead door.
  - Chairman asks where the electricity for the upweller is coming from.
    - Mr. Cox states that the upweller will be installed at Hoppy's Landing.
  - Discussion of the department's boats.
    - Mr. Darmofal states that 3 boats are stored inside the building on Bridge Street, saving the cost of shrink wrapping. Equipment is also stored inside.
    - 2 Boats are stored outside. These are wrapped for free through agreements with local businesses.
  - John M. questions the dockage expense.
    - Mr. Darmofal explains that they dock 1 boat for free in New Bedford Harbor, but have to pay to dock at Earl's Marina on the West Island side.
  - Terry asks where Earl's Marina is, and asks why the boat can't be left at Hoppy's Landing.
    - Mr. Darmofal states there is no docking area at Hoppy's Landing and the boat can't be left at a mooring.
  - Scott questions the telephone expense.
    - Mr. Osuch states that the telephone expense has been removed and is included with the Town Hall phones.
  - Mr. Darmofal starts to discuss the need for more dept. training and suggests using more money from the Waterways Account.
    - Chairman states that this is not the time to discuss that. He states that Mr. Darmofal should take this up with the Selectmen and come up with a number.
  - Chairman asks if they are carrying a balance in Propagation of Shellfish.
    - Mr. Cox states they are carrying low balances.
    - Chairman states they have been rolling over \$ 4,000-\$ 5,000 each year.

- Mr. Cox states they put the shellfish seed out to bid and don't know the cost ahead of time.
- Mr. Darmofal tells the committee that the dept. is not opposed to Article 12- Aquaculture License Fees Petition.

7:58 PM. Mr. Darmofal and Mr. Cox leave the meeting.

- Chairman states there are \$ 28,000 more in Articles added to the STM since our last meeting.
- Discussion and voting on Article 4 in the ATM:
- #10 Town Collector
  - Chairman asks Mr. Osuch when the next Selectmen's meeting is.
    - Mr. Osuch states they are meeting on Monday and Tuesday.
  - Chairman states we need the salary figure
- #17 Dept. of Planning & Economic Development
  - Scott motions for the following amounts:
 

17b. Purchase of Services	\$ 9,100
17c. Supplies	\$ 1,025
17d. Other Charges/Expenses	\$ 1,500
17e. Capital Outlay	\$ .00
  - Terry seconds all amounts. Vote: Unanimous
- #22 Conservation Commission
  - Discussion of secretary salary.
  - Chairman states that it works out to 10 hrs. a month and he doesn't feel it is out of line.
- #24 Commission on Disability
  - Scott motions for the following amounts:
 

24a. Purchase of Services	\$ 700
24b. Supplies	\$ 200
24c. Other Charges/Expenses	\$ 400
24d. Capital Outlay	\$ .00
  - Terry seconds all amounts. Vote: Unanimous
- #29 Tree Warden Department
  - Scott motions for the following amounts:
 

29a. Salary- Tree Warden	\$ 6,631
29b. Salary- Other	\$ 31,549
29c. Purchase of Services	\$ 11,500
29c1. Utilities	\$ 200
29d. Supplies	\$ 250

29e. Other Charges/Expenses \$ 1,000

29f. Capital Outlay \$ .00

➤ Terry seconds all amounts. Vote: Unanimous

- #31 Care of Dogs & Others

- Terry asks, when there is no dog officer, does the salary go back to the general fund.

- Chairman states the money would stay in the dept. until the end of the FY.

- Scott motions for the following amounts:

31a. Salary & Wages \$ 36,937

31b. Purchase of Services \$ 13,365

31b1. Utilities \$ 4,050

31c. Supplies \$ 2,500

31d. Other Charges/Expenses \$ 50

31e. Capital Outlay \$ .00

- Terry seconds all amounts. Vote: Unanimous

- #32 EMA

- Terry asks if the amounts should be raised to avoid the problems discussed earlier in the meeting.

- Lisa asks if the building will still be used for gatherings.

- More discussion.

- #33 Sealer of Weights & Measures

- Scott motions for the following amounts:

33a. Salary & Wages \$ 6,404

33b. Purchase of Services \$ 125

33c. Supplies \$ 75

33d. Other Charges/Expenses \$ 780

33e. Capital Outlay \$ .00

- Terry seconds all amounts. Vote: Unanimous

- #35 Board of Health

- Mr. Osuch points out a discrepancy in the Landfill Inspection voted amount.

- Scott motions to rescind the prior vote and amend it to \$ 20,100. Seconded by Terry. Vote: Unanimous

- Chairman states that the School Dept. negotiating committee and the union have agreed to terms. They have agreed to 0 increase for FY14 and 1 1/2% for FY15.

- Chairman states he has received a call from the school dept. and if there are any questions after the story in the press this week, they are willing to come in next week.

- Chairman states they still know, if the contract is not ratified by TM they will not get the extra funding.

- #43 GNBRVTHS

- Scott motions for 2,268,877. Seconded by Terry. Vote: Unanimous
  - Chairman states there is no discussion because the school is at net school spending.
- #46 Recreation Center
  - Scott questions the slide purchase in Capital Outlay.
  - Chairman states that it will pay for itself rather than renting it.
  - Chairman tells Scott to contact the Director and discuss purchasing it from the program account.
- #51 MA Employment Security
  - Scott motions for \$ 125,000. Seconded by Terry. Vote: Unanimous
- #56 FICA-Medicare
  - Scott motions for \$ 321,000. Seconded by Terry. Vote: Unanimous
- #58 Rape Crisis Project
  - Chairman wonders why this wasn't expended in FY13.
- #57 Buzzards Bay Action Com.
  - John M. motions for \$ 760. Seconded by Pat. Vote: Unanimous
- #60 Stabilization Fund
  - Scott motions for \$ 50,000. Seconded by Terry. Vote: Unanimous
- #58 Rape Crisis Project
  - Scott motions for \$ 2,000. Seconded by Terry. Vote: Unanimous
- #59 Fine Arts
  - Discussion of what items the money would be used on.
  - Committee will wait for Selectmen to vote.
- Moving on to the Articles:
- #6 Community Preservation Appropriations
  - 6a. Reserve for future use- Comm. Housing
    - Scott motions for \$ 50,000. Seconded by Terry. Vote: Unanimous
  - 6b. Reserve for future use-Open Space
    - Scott motions for \$ 30,000. Seconded by Terry. Vote: Unanimous
  - 6c. Open Space and Recreation Plan Update
    - Scott motions for \$ 20,000. Seconded by Terry. Vote: Unanimous
  - 6d. High School- Window Restoration Project
    - Scott motions for \$ 50,000. Seconded by Terry. Vote: Unanimous
  - 6e. Town Hall Sidewalk Restoration William& Center Streets
    - Scott motions for \$ 136,000. Seconded by Terry. Vote: Unanimous
  - 6f. Historical Comm. Academy Building Restoration Phase 3
    - Scott motions for \$ 2,000. Seconded by Terry. Vote: Unanimous
  - 6g. Historical Comm. Fire Protection Bldg. Phase 2

- Scott motions for \$ 10,000. Seconded by Terry. Vote: Motion passes 7 to 1 with John M. opposed.
    - John M. states that this is a good place to cut. The public is not allowed in the building.
      - Lisa motions to reconsider vote. Seconded by Kathi. Vote: Unanimous
    - Lisa questions how much has been spent on the building in past years.
    - Discussion of the State contribution to the CPC fund.
    - Bob states that while he is for saving money, if they are going to keep using the building, he doesn't want to see an article in future years for major work because the building wasn't maintained.
    - Committee members feel this is cosmetic in nature.
      - Terry motions for \$ .00. Seconded by Lisa. Vote: Unanimous
  - 6h. Bikeway Committee-Scotcut Neck Crossing
    - Scott motions for \$ 12,000. Seconded by Terry. Vote: Unanimous
  - 6i. Livesey Skate Park Rehab. Project
    - Scott motions for \$ 60,000. Seconded by Terry. Vote: Unanimous
  - 6j. Administrative Spending
    - Scott motions for \$ 12,600. Seconded by Terry. Vote: Unanimous
- #9FEMA Grant for Ladder 1
    - Scott motions for \$ 42,500 from available revenue. Seconded by Terry. Vote: Unanimous
  - #12 Wastewater Treatment Contract Amendment
    - Scott motions to Recommend At Town Meeting. Seconded by Terry. Vote: Unanimous
  - #13 FEMA Grant for Firefighter Gear
    - Scott motions for \$ 6,725. Seconded by Terry. Vote: Unanimous
  - #15 Establishing Town Administrator
    - Scott motions to Recommend At Town Meeting. Seconded by Terry. Vote: Unanimous
  - #17 OPEB-Liability Trust Fund- GASB 45
    - Terry motions for \$ 50,000. Seconded by Scott. Vote: Unanimous
  - #24 Wind Turbine Electricity Purchase FY15



- Scott motions to Recommend At Town Meeting. Seconded by Terry. Vote: Unanimous
- #25 Information Technology
  - Scott motions to Recommend At Town Meeting. Seconded by Terry. Vote: Unanimous
- #26 Capital Planning Committee
  - Scott motions to Recommend At Town Meeting. Seconded by Terry. Vote: Unanimous
- #27 Hastings Middle School Floors
  - Chairman states that he has been informed by Mr. Kitchen that the low bidder is attempting the withdraw their bid.
- #28 Town Hall Repairs
  - Scott motions for \$ 7,500. Seconded by Terry. Vote: Unanimous
- #29 Cultural Council Funding
  - Scott motions for \$ 1,000. Seconded by Terry. Vote: Unanimous
- #30d HC-Fort Phoenix
  - Scott motions for \$ 1,500. Seconded by Terry. Vote: Unanimous
- #30f HC-Academy Building Roof
  - Scott motions to Recommend At Town Meeting. Seconded by Terry. Vote: Unanimous
  - Chairman states that the CPC may be able to fund this repair on an emergency basis.
- #31 Restructuring Board of Public Works
  - Scott motions to Recommend At Town Meeting. Seconded by Terry. Vote: Unanimous
- #32 Public Works Door Replacement
  - Terry questions the price of the estimates.
  - Chairman states it is a prevailing wage job.
  - Terry motions for \$ 45,644. Seconded by Scott. Vote: Unanimous
- Chairman states the Fire Chief should take 30 to 45 minutes next week.

He tells the committee if we stay late tonight, and late next Thursday, we wouldn't have to add a second meeting next week.

9:22 PM. Chairman calls a recess. Back in session @ 9:27PM.

Back to Article #4

- #9 Election & Registration
  - Scott motions for the following amounts:

9a. Salary & Wages	\$ 24,223
9b. Purchase of Services	\$ 16,189
9c. Supplies	\$ 2,168
9d. Other Charges/Expenses	\$ .00
9e. Capital Outlay	\$ .00
  - All amounts seconded by Terry. Vote: Unanimous
  
- #5 Data Processing
  - Scott motions for the following amounts:

5a. Purchase of Services	\$ 105,432
5b. Supplies	\$ 7,500
5c. Capital Outlay	\$ 19,200
  - All amounts seconded by Terry. Vote: Unanimous
  
- Chairman tells Mr. Osuch that we need a number for the Treasurer salary by next Thursday.
- Chairman doesn't see the need for a full time clerk in the collector's office.
  
- #22 Conservation Commission
  - Includes an additional \$ 750 for training which is considered worthwhile.
    - Scott motions for the following amounts:

22a. Salary & Wages	\$ 11,788
22b. Purchase of Services	\$ 1,550
22c. Supplies	\$ 1,000
22d. Other Charges/Expenses	\$ 1,050
22e. Capital Outlay	\$ .00
    - All amounts seconded by Terry. Vote: Unanimous
  
- #25 Police Department
  - Scott motions for the following amounts:

22b. Purchase of Services	\$ 104,118
---------------------------	------------

22b1. Utilities	\$ 36,500
22c. Supplies	\$ 61,375
22d. Other Charges/Expenses	\$ 2,796
22e. Capital Outlay	\$ 71,010

- All amounts seconded by Terry
- Pat has concerns with the Capital Outlay. He wonders if the SUV type patrol cars are needed over the sedan. Concerns of extra cost and higher gas mileage.
- Chairman advises Pat to call the chief and discuss it with him.
  - Scott amends his motion to exclude Capital Outlay. Terry amends her second. Vote: Unanimous
- #27 Fire Alarm Maintenance
  - Scott motions for the following amounts:
 

27b. Purchase of Services	\$ 4,190
27c. Supplies	\$ 1,000

    - All amounts seconded by Terry. Vote: Unanimous
- Chairman states we will stay next week until we have completed everything we have to.
- Pat motions to adjourn @ 9:44 PM. Seconded by Terry. Vote: Unanimous

Respectfully submitted by:

Robert A. Furtado  
Finance Committee Secretary

(accepted 4-3-2014)