

# Town of Fairhaven

## Finance Committee

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Minutes of the meeting for <June 12, 2014>at the BPW Administration Building, Arsene St., Fairhaven, MA

Members in attendance:

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

Member absent:

Scott Fernandes

Town of Fairhaven:

Jeffery Osuch- Executive secretary

Warren Rensehausen- Recreation Director

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 Pat to accept the minutes from May 1, 2014 and May 3, 2014. Seconded by Lisa. Vote: Unanimous

- Chairman presents the committee with a Reserve Fund Transfer request from Warren Rensehausen, Recreation Director.
  - Mr. Rensehausen seeks a transfer of \$ 7,500 to cover additional expenses because of the new After School Program.
  - Chairman explains that a number of years ago the maximum amount listed on the Warrant for the enterprise revolving account was dropped from \$ 105,000 to \$ 90,000. This means that Mr. Rensehausen can spend no more than \$90,000.
  - Since starting the After School Program, the revenues have gone up, as well as the expenses, but Mr. Rensehausen cannot expend more than \$ 90,000.
  - Mr. Rensehausen states, as of this meeting, the program fees revenue for the year is \$ 157,988.

- Terry questions why the shortfall cannot come from the enterprise account.
  - Chairman states that only Town Meeting can take money from the enterprise account.
  - Chairman states that the money will come from the enterprise account next year, to pay back the general fund.
- Chairman states that this is the 1st time this has happened, and Mr. Rensehausen didn't know any better.
- Mr. Rensehausen thought that he could spend all the money he brought in through the programs.
- Pat asks how the \$ 90,000 comes into play.
  - Mr. Osuch explains that you cannot spend more than you bring in and, because of the Article wording, you can't spend more than \$ 90,000.
- Chairman states that Mr. Rensehausen needs to put an Article on the next Special Town Meeting to reimburse the general fund.
- Chairman states that in the future we will have to make sure that the limit on the enterprise account will cover the operating budget.
- Mr. Osuch briefly discusses the breakdown of the rec center budget and appropriations.
- Chairman states, for the record, that the rec center is not running in the red.
- Chairman states that money also needs to be transferred between current line items. That transfer has already been approved by the Board of Selectmen.
  - Terry motions to authorize money from current fiscal year be transferred between the following line items:
    - \$1,300 from Acct. #55-640-00-5200-00 Purchase of Services to Acct. #55-640-00-5111-00 Payroll
    - \$25.17 from Acct. #55-640-00-5400-00 Supplies to Acct. #55-640-00-5111-00 Payroll
    - \$975 from Acct. #55-640-00-5211-00 Heat, Light, Power to Acct. #55-640-00-5111-00 Payroll
    - \$300 from Acct. #55-640-00-5731-00 Dues, Professional Gatherings to Acct. #55-640-00-5111-00 Payroll
  - Above transfers seconded by Pat. Vote: Unanimous
  - Terry motions for the following Reserve Fund Transfers:
    - \$1,900 to Acct. #055-640-00-5111-00 Payroll
    - \$5,600 to Acct. #55-640-01-5201-01 Programs
  - Above transfers seconded by Pat. Vote: Unanimous
- Chairman presents a Reserve Fund Transfer request from the Town Clerk for \$1,703.

- Reason for the transfer is because of the additional cost of maintaining code books due to Articles accepted at Town Meeting.
  - Chairman explains there are approximately 35 copies of the Town Code, throughout the Town.
    - Each time something changes, those books have to be updated.
  - John M. asks about the cost each year and if it could be figured into the yearly budget.
    - Chairman states that we could look at this in the future.
    - It is tough to come up with an exact number but we could do a 5 year average, to get closer.
      - Terry motions to transfer \$1,703 to Acct #01-161-00-5390-00 Purchase of Services- Code Book Supplements. Seconded by Pat. Vote: Unanimous
  
- Chairman distributes a letter from the Selectmen explaining the formation of the Capital Planning Committee and the need for members.
- Chairman states that Finance Committee members are prohibited from serving on the committee.
  
- Chairman distributes a memorandum from the Town Accountant explaining the procedure for encumbrance of funds for FY2014.
  
- Chairman distributes a draft of a new Reserve Fund Transfer request form.
- Chairman states that he looked at several other Towns' forms and picked the best. Chairman states that most of this came from the Town of Stowe.

7:34 PM. Chairman calls a recess. Back in session @ 7:42 PM.

- Committee reorganization:
  - Chairman nominates Bob for Recording Secretary. Seconded by Lisa. Vote: Unanimous
  
  - Terry nominates John R. for Chairman. Seconded by Lisa
  - John R. nominates Terry for Chairman. Terry politely declines the nomination.
  - Vote on Terry's motion: Motion passes 6 to 1 with John R. opposed.
  
  - Terry nominates Scott for Vice Chairman. Seconded by Kathi. Vote: Unanimous

- Chairman advises members to review the Reserve Fund Transfer draft for the next meeting.
- Chairman states that after the July Economic Summit Meeting, there needs to be a discussion about Revenue and Spending figures.
- Spending needs to be looked at.
- Consensus needs to be reached on spending.
- Biggest player will be negotiation of contracts. Only so much can come from the operational side.
- Terry asks if Selectmen have discussed using a labor council.
  - Mr. Osuch states that no action has been taken.
- Kathi asks if there is anything the taxpayer could do to raise the awareness of the Selectmen.
  - Chairman states that people need to make their views known to the Selectmen.
  - People need to let the Selectmen know that they represent the taxpayers, not the employees.
- Lisa asks if there is any way to make changes to Town Meeting. People not showing up. Leaving for lunch and not returning.
  - Chairman states we can discuss it, but it is not under our purview.
- Discussion, at length, about Town Meeting through the years.
- Discussion of possibly posting attendance of TM members.
- Mr. Osuch states that EMA is out of money again.
- Chairman states that there will be no more transfers when people still have money left, such as in gift accounts.
- Chairman suggests, next May, reducing the amount in the Reserve Fund. People need to live by their budgets.
- Next meeting June 26, 2014.

Chairman adjourns meeting at 8:12 PM.

Respectfully submitted by:

Robert A. Furtado  
Finance Committee Secretary  
(accepted 6/26/2014)