

Town of Fairhaven

Finance Committee

Minutes of the meeting for <December 17, 2015> at the BPW Administration Building, 5 Arsene St., Fairhaven, MA

Members in attendance:

Chairman-Scott Fernandes, Robert A. Furtado, Padraic Elliott, Kathi Carter, Lisa Plante, John Mota, Thomas Alden

Members absent:

Ann Ponichtera DesNardis
Tracey A. Diggins

Town of Fairhaven:

Jeffery Osuch- Executive secretary
Kelly Massey- Animal Control Officer

Meeting was covered by government access television.

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 Tom to accept the minutes from July 14, 2015. Seconded by Pat. Vote: Unanimous

- Chairman presents the Committee with a bill for the annual dues for membership with the Association of Town Finance Committees in the amount of \$ 236.00.
 - Lisa motions to pay the bill, in the amount of \$ 236.00 from account number 001-131-00-5731-00-0201 Finance Committee-Dues-Prof. Gatherings. Seconded by Pat. Vote: Unanimous

- Meeting with Animal Control Officer Kelly Massey to present Reserve Fund Transfer requests.
 - Ms. Massey distributes a packet of information to each committee member
 - Chairman first presents a Reserve Fund Transfer request in the amount of \$23,000 for Veterinary Expenses.
 - Ms. Massey states that the additional money is needed because she is taking in more animals than the previous ACO, and adopting out more animals.
 - The present budget was created by the previous ACO.
 - Ms. Massey explains to the committee some of the measures she is taking to cut costs. Buying some of the vaccines in bulk, using the Spay Waggin, and using the Mattapoisett Animal Hospital for office visits are all ways she is trying to keep costs down.
 - Ms. Massey states that she has had a large increase in pets she is adopting out, and there are medical expenses that are incurred when an animal is adopted.
 - Ms. Massey states that she usually does not spend any money on the animals until she has an adoption candidate.
 - Lisa asks about the money coming in as opposed to the expenses.
 - Mr. Osuch states that the money the adoptions bring in goes into the General Fund, and the ACO can only expend what was budgeted for each category.
 - Pat asks why so many animals are coming in.
 - Ms. Massey states that many people bring in their animals when they move. She also takes in animals from Acushnet and Mattapoisett.
 - Scott recommends \$10,000 - \$15,000 for now to see how the expenses trend.
 - Ms. Massey states that the usual 2% increase in the budget, for next year, will not cover how her expenses are trending now.
 - Pat states she has spent approximately \$10,000 in the 1st 5 months.
 - Ms. Massey states she can't adopt out animals without the money, and she will not euthanize the animals.
 - Ms. Massey states she is more aggressively going after people with citations.
 - Pat is uneasy with tripling a budget line. Pat would like to see a breakdown of the revenue coming in.
 - John motions to transfer \$14,000 to Acct. #001-292-00-5318-00-0130 Animal Control- Veterinary Expenses. Seconded by Kathy. Vote: Unanimous
 - Chairman presents a Reserve Fund Transfer request in the amount of \$944.00, for Animal Control- Building Maintenance & Repair.
 - Ms. Massey presents a bill from Williams Plumbing & Heating, in the amount of \$944.00, for repairs to the boiler.

- Ms. Massey states that the water heater is leaking again and she will have to call the plumber again.
 - Pat questions what the spending in that category has been used for, to date.
 - Ms. Massey states that she had to replace a security camera, and some door knobs.
 - Tom motions to transfer \$944 to Acct. #001-292-00-5244-00-0130 Animal Control- Building Maintenance & Repair. Seconded by Pat. Vote: Unanimous
 - Chairman presents a Reserve Fund Transfer request in the amount of \$400.00, for Animal Control- Gasoline.
 - Ms. Massey states that more gas is used traveling to the Spay Waggin in Dartmouth, using the Mattapoisett vet, and covering for the Rochester ACO.
 - Ms. Massey states that she covers for the Rochester ACO and the Rochester ACO covers for her. She is also allowed to use the Rochester van when she has to pick up a dead deer, because it will not fit in her truck.
 - She has also traveled to seminars in Pittsfield and Mansfield.
 - Ms. Massey states that the Mattapoisett vet and the Dartmouth Spay Waggin are much cheaper, and worth the extra gas.
 - Pat discusses the budget process and states that if the seminars were not in the budget, going to them could not be called unforeseen.
 - Ms. Massey states that she paid for 1 return trip herself.
 - Discussion of patrolling and the number of calls.
 - Pat suggest transferring \$100 for now.
 - Lisa states the Town should rethink the ACO department and how much they are doing now.
 - Pat motions to transfer \$100 to Acct. #001-292-00-5410-00-0130 Animal Control- Gasoline. Seconded by Lisa. Vote: Unanimous
 - Pat asks about disposal of dead animals.
 - Ms. Massey states there is a line item for that- Animal Carcass Removal.
 - Bob asks if people are charged when they surrender animals?
 - Ms. Massey states there is a \$25.00 charge.
- 8:04 PM. Chairman calls a recess. Back in session 8:11 PM.
 - Chairman distributes and discusses information for the upcoming budget season- Appropriation Turnbacks for FY15, Preliminary Revenue & Expenditure Projections for FY17, Estimated Free Cash Calculation, Article Balances as of 6-30-2015, and Estimated Receipts Summary as of 6-30-2015
 - Chairman states the next Town Economic Summit Meeting will take place January 26, 2016 at 2:00 PM. Chairman states all Fin Com members are welcome to attend.

- Chairman states the next Fin Com meeting will be either 1-21-2016 or 1-28-2016.
- Chairman states he will have to abstain from meetings dealing with Retirement and Health Insurance.

Chairman states he may also miss some meetings in February.

Vice Chairman Pat will run those meetings.

- Discussion of creating a budget letter for departments.
 - Chairman states he will email a draft to members. They can email back suggestions, but cannot deliberate.
- Discussion of again having joint meetings with the Select Board.
- Next meeting will most likely be January 28, 2016.
- Chairman states he has heard the Selectmen are suggesting a 2% increase in budgets.

8:37 PM. Pat motions to adjourn. Seconded by John. Vote: Unanimous

Respectfully submitted by:

Robert A. Furtado
Finance Committee Secretary
(accepted 1-28-2016)