

Town of East Bridgewater Finance Committee

175 Central Street

East Bridgewater, MA 02333

Town Hall, 2nd floor Conference Room



**Finance Committee Meeting Minutes
May 14, 2019**

Members present: Michele Ahern, Laura Sebastyn, Melanie Dean, Dan Picha

Member(s) absent: Crystal Hudson

Selectman Liaison:

Guest(s):

1. The meeting was called to order at 6:09 pm by Michele Ahern
2. Community Forum will be held next Wednesday, May 22nd at 7pm at town hall to discuss the search process for the new Town Administrator
3. Minutes
 - a. We do not have a quorum (with those absent at those meetings) to vote on the minutes. We will have to vote on them at another meeting.
4. Budget Discussion - Review of the Budget Summary Sheet then review potential changes in each major department
 - a. Fire and Police - addition of Civilian Dispatch
 - i. The committee discussed the proposal to centralize the dispatch function as presented by the Police and Fire Departments
 - b. Library
 - i. Discussion - Cannot vote as Dan will have to abstain – defer until next meeting
 - c. COA
 - i. Real needs submission for one new staff person at a total increase of \$16,105
 1. The committee discussed as does not feel that this is necessary
 - d. BOS
 - i. Town wide computers – Michele to get more information
 - ii. Gasoline – all in agreement
 - iii. Solar program – need more information
 - iv. Michele to send another email to TA & BOS to get info on TA related expenses for FY20
 - v. BOS also discussed the possibility of purchasing iPads for the Board to view all documents on – should inquire about FC getting devices as well
 - e. Accountant – this is a contractual longevity
 - f. Treasurer
 - i. \$1k for certification - Agreed
 - g. Town Clerk

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- i. Salary Line item – all in agreement that the Town Clerk salary line item should be at a 2% increase.
 - ii. The committee agreed that the budget number will stay the same and we will just recommend (vote) on the salary for the warrant
 - h. DPW
 - i. Highway – the increase are:
 - 1. Labor salaries
 - 2. Overtime
 - 3. Police details
 - 4. The labor line is an area that the committee feels if we need to make cuts that we could
 - ii. Water – the increase is all in the labor payroll
 - 1. The committee feels that this is generally OK, and that the enterprise water fund could pick up the difference
 - i. Next steps
 - i. Michele will be reaching out the various people/departments in Town Hall on Thursday to finalize our numbers.
 - ii. Laura will finalize the changes on the expense sheet and will bullet out the notes for Town Hall's reference.
 - j. Michele is also going to inquire with Rocco about new voting booths. A request went into Capital but it did not meet the threshold and was rejected. Michele is going to ask Rocco if there is a plan for it to be a warrant to come out of Free Cash.
5. Next Finance Committee Meeting
- i. The next meeting of the Finance Committee will be Thursday, May 16, 2019 at 6pm.
6. Meeting Adjournment

Motion: To adjourn the meeting at 8:15 pm

M/S Pica/Dean

Motion Passed 4-0-0

Laura Sebastyn, Clerk