

Town of East Bridgewater Finance Committee

175 Central Street

East Bridgewater, MA 02333

Town Hall, 2nd floor Conference Room



Finance Committee Meeting Minutes May 16, 2019

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

Member(s) absent:

Selectman Liaison:

Guest(s):

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1. Meeting called to order at 6:15 pm by Michele Ahern
 2. Budget Process Update
 - a. Laura & Michele just met with Interim TA and Phyllis to review the most current numbers.
 - b. Michele reviewed the updates to the revenue numbers.
 - c. The plan for tonight is to run through the expenses again and get the numbers to a final recommendation. We will then send them to the Interim TA (as well as Rebecca and Phyllis) who will review them and prepare the warrant
 3. Laura reviewed the expenses and the committee agreed to make the following adjustments from the department requests
 - a. Decrease the Reserve fund line by \$15,000
 - b. Decrease the TH Computer line by \$10,000 (after licensing amount was added)
 - c. Decrease the COA request to the 2% budget instead of real needs. (\$16,105)
 - d. Decrease Town Counsel by \$15,000
 4. Voted on the Special Town Meeting financial warrants (see attached)
 - a. Article #1, Library Trustees, Appropriate and Transfer \$6,000, Supplies, Books, and Periodicals, as written
 - i. M/S Sebastyn/Dean
 - ii. No discussion
 - iii. Motion Passed: 4-0-1 (Abstain Pica)
 - b. Article #2, Police Department, Transfer \$55,800, Additional Comp Other, as written
 - i. M/S Sebastyn/Dean
 - ii. No discussion
 - iii. Motion Passed: 5-0-0
 - c. Article #3, Board of Selectmen, Appropriate and Transfer \$10,000, Town Administrator Search, as written
 - i. M/S Sebastyn/Dean

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- ii. No discussion
 - iii. Motion Passed: 5-0-0
 - d. Article #4, Fire Department, Appropriate and Transfer \$18,500, Parking Lot Repair, as written
 - i. M/S Sebastyn/Dean
 - ii. No discussion
 - iii. Motion Passed: 5-0-0
 - e. Article #5, Fire Department, Appropriate and Transfer \$29,277, Sick Leave Buy Back, as written
 - i. M/S Sebastyn/Dean
 - ii. No discussion
 - iii. Motion Passed: 5-0-0
 - f. Article #6, Department of Public Works, Appropriate and Transfer \$80,000, Recycling Shortfall, as written
 - i. M/S Sebastyn/Dean
 - ii. No discussion
 - iii. Motion Passed: 5-0-0
- 5. Melanie asked a question about getting the transfers and warrants much earlier in the process. We will make it a priority for next year.
- 6. Approved Meeting Minutes of Prior Meetings
 - a. *March 19, 2019,*
 - i. *Motion to accept the minutes of March 19, 2019 as written*
 - 1. *M/S Sebastyn/Hudson* *Motion Passed 4-0-1 (Picha)*
 - b. *March 26, 2019,*
 - i. *Motion to accept the minutes of March 26, 2019 as written*
 - 1. *M/S Sebastyn/Hudson* *Motion Passed 4-0-1 (Dean)*
 - c. *April 1, 2019*
 - i. *Motion to accept the minutes of April 1, 2019 as written*
 - 1. *M/S Sebastyn/Hudson* *Motion Passed 4-0-1 (Dean)*
- 7. Next Finance Committee Meeting
 - a. The next meeting of the Finance Committee will be Monday, May 20, 2019 at 6:30 pm and will be a joint meeting with BOS regarding the town meeting.
- 8. Meeting Adjournment

Motion: To adjourn the meeting at 8:13 pm
M/S Hudson/Dean Motion Passed 5-0-0

Laura Sebastyn, Clerk

ARTICLE 1

To see if the Town will vote to appropriate and transfer from Account No. 22-610-837-5961, Public Library Fines, the sum of \$6,000.00 to Account No. 1-610-521-5511, Public Library – Supplies, Books & Periodicals, for the purpose of purchasing additional books for the collection; or take any other action relative thereto.

M/S Seb/Dean 4-0-1 Request of the Library Trustees
(Picha)

ARTICLE 2

To see if the Town will vote to transfer the following sum within the Police Department budget as follows:

MS Seb/Dean 5-0-0.

<u>ACCOUNT NO.</u>	<u>BUDGET LINE ITEM</u>	<u>AMOUNT TO TRANSFER FROM</u>
01-210-520-5314	Services – Computers	\$ 8,000.00
01-210-520-5578	Specialized Equipment	\$ 8,000.00
01-210-510-5184	Civilian Dispatcher	\$39,800.00

To the following accounts:

<u>ACCOUNT NO.</u>	<u>BUDGET LINE ITEM</u>	<u>AMOUNT TO TRANSFER TO</u>
01-210-511-5148	Additional Comp - Other	\$55,800.00

;or take any other action relative thereto.

Request of the Police Chief

ARTICLE 3

To see if the Town will vote to appropriate and transfer from Account No. 1-0-359-3590, Free Cash, the sum of \$10,000.00 to Account No. 1-122-1261-5300, Town Administrator Search, for the purpose of hiring a firm to recruit a town administrator; or take any other action relative thereto.

MS S/D 5-0-0. Request of the Board of Selectmen

ARTICLE 4

To see if the Town will vote to appropriate and transfer from Account No. 1-0-359-3590, Free Cash, the sum of \$18,500.00 to Account No. 1-220-1248-5241, Parking Lot Repair, for the purpose of repairing the parking lot entrance way of the Fire Department; or take any other action relative thereto.

MS S/D 5-0-0. Request of the Fire Chief

ARTICLE 5

To see if the Town will vote to appropriate and transfer from Account No. 1-0-359-3590, Free Cash, the sum of \$29,277.00 to Account No. 1-220-1249-5163, Sick Leave Buy Back, for the purpose of funding sick leave buy back for a retiring firefighter; or take any other action relative thereto.

MS S/D 5-0-0. Request of the Fire Chief

ARTICLE 6

To see if the Town will vote to appropriate and transfer from Account No. 1-0-359-3590, Free Cash, the sum of \$80,000.00 to Account No. 66-403-520-5319, Solid Waste Enterprise Fund, Professional Services – Curbside Recycling, for the purpose of covering an anticipated shortfall in the FY2019 operating budget due to significant unanticipated volatility in the processing costs of recyclables; or take any other action relative thereto.

MS S/D 5-0-0. Request of the DPW Director

