

Town of East Bridgewater Finance Committee

175 Central Street

East Bridgewater, MA 02333

Town Hall, 2nd floor Conference Room



Finance Committee Meeting Minutes April 1, 2019

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

Member(s) absent: Melanie Dean

Selectman Liaison:

Guest(s): Paula Wolfe, Melissa Morrissey

1. Meeting called to order at 5:35 pm by Michele Ahern
2. Department Budget Presentations
 - a. Assessor – Paula Wolfe
 - i. Salaries are contractual – Paula will be taking longevity this year (skipped last year as contract was signed after the budget)
 - ii. Clerical contract – just signed and she thinks came in at 2%
 - iii. Certification is now every 5 years
 - iv. People GIS – many departments are using it and need to have a consolidated plan
 - v. May consider selling off some of the town land that can then be some new growth and contribute to the operating budget
 - b. Treasurer – Melissa Morrissey
 1. Salaries - Her salary is lower, and she is not taking the stipend
 2. Clerical already included the increase
 3. GIC Insurance estimates have gone down – she gave us a new budget with the lower rates went down approx. \$96,000
 4. Debt service – reviewed the sheet and what is dropping off
3. Request for Transfer from the Reserve Fund
 - a. To demolish the Carriage House located on Dube Dr.
 - i. Demolition included the removal of electric and water and septic
 - ii. The backup for the transfer did not match the total on the front sheet. We will need to get the corrected backup and then will consider
4. Next steps in budgeting process
 - a. We should consider meeting next week to continue reviewing the remaining budgets and talking about getting on the Board of Selectmen's schedule for 4/22
 - b. Jennifer Kitchenham has resigned from the Finance Committee. As a result, we will need to reassign her departments

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- i. Library – Questions around the grid and Director’s raise. Laura will take this over given that Jenn is no longer on the committee. Laura to reach out to Chris McGee.
 - ii. COA – Crystal will take over
- 5. Committee Structure
 - a. Now that Jenn Kitchenham has resigned from the committee, we now have two openings. It was discussed that it is probably too far along into the budgeting process to fill the vacancies and that it would too difficult to bring new members up to speed.

Motion - to hold off filling the vacancies on the committee until the beginning of the next fiscal year
M/S Hudson/Picha Motion Passed 4-0-0
- 6. Next Finance Committee Meeting
 - i. The next meeting of the Finance Committee will be Monday, April 8, 2019 at either 6 or 7pm. Michele will let the committee know.
- 7. Meeting Adjournment

Motion: To adjourn the meeting at 6:50 pm
M/S Hudson/Picha Motion Passed 4-0-0

Laura Sebastyn, Clerk