

Town of East Bridgewater Finance Committee

175 Central Street

East Bridgewater, MA 02333

Town Hall, 2nd floor Conference Room



Finance Committee Meeting Minutes February 5, 2019

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

Member(s) absent:

Selectman Liaison:

Guest(s): Chief Tim Harhen, John Haines

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1. Meeting called to order at 6:37 pm by Michele Ahern
 2. Budget Presentations
 - a. Fire Department – Chief Tim Harhen
 - i. The chief is going to be running short this fiscal year due to several staff members out on leave, one retirement and one employee suddenly left.
 - ii. The Chief has submitted several budgets, a real needs, a 2% budget and a proposed budget with the addition of civilian dispatch.
 1. The 2% budget has an additional \$10k to cover tuition requests, the Chief would recommend taking that \$10k from the ambulance fund so that the actual general expense budget would come in at the 2%
 - iii. The fire dept purchased an online training program that now allows the staff to log in and do their recertification and continuing education training. They now no longer need to come in on overtime. This program will now be used for their OSHA training as well.
 - iv. The chief has applied for a grant to replace the ladder truck.
 - v. The final budget includes the addition of civilian dispatchers to work for the fire department and actually be housed at the police department to work dispatch. The Chief proposes to take these funds from the ambulance fund. These dispatchers would not be to replace Police dispatch, it would be in addition to. They would have the two dispatchers on day, evening and one on nights.
 - vi. Capital request in to help wire the foyer with camera and communications to help in the event that a medical walk in when the station is empty.
 - vii. The Chief reviewed his five year capital plan with the committee
 - b. DPW – John Haines
 - i. Snow and Ice – carried at \$50k – by law snow and ice is the only division that can be over expensed without going back to town meeting
 - ii. Highway and Grounds

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1. Laborers union contract expires on June 30th – John is anticipating a 2% increase
 2. Due to the miscommunication last year on the labor line item, it put them behind on that line and he has had to eliminate the seasonal laborers again to stay within the 2% budget
 3. Overtime has also been reduced in order to meet the 2% requirement
 4. Details – this is a line item that is not at real needs, should really be more like \$30k
 - iii. Municipal Fleet
 1. Maintenance of not only DPW, but Fire and Police, COA van as well. The program is working very well and is saving the town money.
 - iv. School Facilities – it was decided several years ago to centralize the municipal facilities department. The school line items are kept separate specifically for chapter 70 reporting. All expenses for the custodians fall under the DPW however their salaries do not.
 - v. Sewer – see notes from BOH at February 4th meeting
 - vi. The committee suggested to John that he submit a real needs budget that includes the seasonal workers and the additional need for the Police detail line.
3. Next Finance Committee Meeting
- i. The next meeting of the Finance Committee will be on Tuesday, February 12, 2019 at 6:30
4. Meeting Adjournment
- Motion: To adjourn the meeting at 9:53 pm***
M/S Sebastyn/Hudson Motion Passed 6-0-0

Laura Sebastyn, Clerk