

Town of East Bridgewater Finance Committee

175 Central Street

East Bridgewater, MA 02333

Town Hall, 2nd floor Conference Room



Finance Committee Meeting Minutes February 26, 2019

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

Member(s) absent:

Selectman Liaison:

Guest(s): Nancy Hill, Christopher McGee

1. Meeting called to order at 7:03 pm by Michele Ahern
2. Council on Aging Budget Presentation – Nancy Hill
 - a. Reviewed COA 2% budget. Mostly in contractual salaries (assuming a Clerical 2% increase when contract is signed)
 - b. Real needs – added a 15.5 hour a week position to compliment the current volunteer position. This would stay two part time positions. (job share position)
3. Library Budget Presentation – Christopher McGee
 - a. Current year on track to be on budget. Not planning on any surplus
 - b. 2% Budget
 - i. Salaries went up substantially – they redid the comp schedule which they will be asking the town to vote on this year. The schedule has been corrected and is not in the packet. I ask him to send us a copy before the articles are submitted. The Director and Trustees agreed that the Director would not take an increase this year.
 - ii. State Aid issue that they need to spend 16% of their budget on materials (in order to be eligible to get the aid). Did away with overdue fines, which will reduce the income coming into the budget by \$6-7k
 - iii. Had to cut a few other lines in order to meet the state aid requirements (e.g. supplies (which can be covered by state aid)).
 - c. Real needs budget
 - i. Only change is correcting the salary grade for the young adult librarian although they would not fill the vacancy left by a senior student employee which they would not replace. The result is a 2.79% budget increase.
 - ii. Volunteers – not a regular occurrence. Usually project based. Two tax work off people currently.
4. Open Items
 - a. Schedule for the BOS meetings with the department heads. It was requested that if each member could attend the department head meeting and if you can attend any others that is

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- great. We are going to work on the process going forward to create a better more collaborative process.
- b. Reviewed the schedule of upcoming meetings
 - c. Reviewed the Time Frames for annual & Special Town Meeting
5. Digitizing our paper – the new IT Director is setting up a google drive for the capital committee and he said that he would be happy to set up one for the Fin Comm
6. Next Finance Committee Meeting
- i. Michele will look at the schedules and will email the group with the next meeting date.
7. Meeting Adjournment
- Motion: To adjourn the meeting at 8:12 pm***
M/S Hudson/Sebastyn Motion Passed 6-0-0

Laura Sebastyn, Clerk