

Town of East Bridgewater Finance Committee

175 Central Street

East Bridgewater, MA 02333

Town Hall, 2nd floor Conference Room



**Finance Committee Meeting Minutes
March 31, 2020 - Virtual Meeting**

Members present: Crystal Hudson, Melanie Dean, Kevin Reilly, Laura Sebastyn, Joe Conley, Dan Picha, David Walsh

Member(s) absent: N/A

Selectman Liaison: David Sheedy

Guest(s): Brian Noble, Rebecca Johnson, Melissa Morrissey

1. Meeting called to order at 6:30 pm by Laura Sebastyn
2. FY21 Budget Discussion
 - a. Presented current budget
 - b. Revenue are mostly unchanged since the last presentation
 - c. Insurance numbers came in for health insurance (about \$127k less than budgeted) and for town insurance policies (about \$172k less than budgeted) and this pick-up allowed us to close the gap
 - d. The budget is currently balanced
 - e. Snow and ice funded to \$150k
 - f. Finance Committee reserve funded to \$200k
 - g. Additional changes from last meeting include change to DPW lines and changes to fire and police salary lines
 - h. A line was added for the town administrator for an intern and special projects for \$30,716
 - i. We hope to vote on the budget next week
 - j. Water department budget will be finalized down by about \$27k
 - k. Discussion of the impact of COVID 19 on revenues, currently unable to determine but will continue with the budget as is, could affect state revenue and local collections
 - l. Discussed potential savings due to COVID 19, i.e., utilities, but don't expect anything significant with the exception of the bus contract (a savings of at least \$191k)
 - m. Discussed that Dan will update us on the capital budget while we review articles
3. Vote/Review of warrant articles based on the draft warrant as of 3/31/2020
 - a. Vote to recommend STM article 1 as written, to fund obligations for union and personal contracts for the amount of \$150,000
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass

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- b. Vote to recommend STM article 2 as written, to fund Snow & Ice Deficit in the amount of \$147,874
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
- c. Vote to recommend STM article 3 regarding labor arbitration settlement as written.
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
- d. Vote to recommend STM article 4 as written to fund a deficit for homeless transportation up to the amount of \$37,504
 - i. Motion - Picha Second - Dean Vote - 6-1-0 Pass
- e. STM article 5 - Skip
- f. Vote to recommend STM article 6 as written to allow the library to spend funds collected through fines and fees on library resources in the amount of \$3,000
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
- g. STM article 7 is duplicated and reviewed in the ATM
- h. FinCom will not make a recommendation on ATM article 1
- i. ATM article 2 - skip
- j. ATM article 3 - skip
- k. Vote to recommend ATM article 4 as written to allow the BOS to apply, accept and use grant funds
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
- l. Vote to recommend ATM article 5 as written to accept Chapter 90 funds
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
- m. Vote to recommend ATM article 6 as written, to allow the Treasurer to borrow money under the normal course of business
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
- n. ATM article 7-10 - skip
- o. Vote to recommend ATM article 11 as written allowing the Treasurer to credit excess premiums received to capital projects
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
- p. Vote to recommend ATM article 12 as written allowing the town to re-absorb unclaimed funds
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
- q. Vote to recommend ATM article 13 as written allowing the town to enter into contracts up to 5 years in length
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
- r. Vote to recommend ATM article 14 as written to reserve funds received from the withdrawal of the Town from SHCC for mitigation of employee health insurance in the amount of \$200,00
 - i. Motion - Picha Second - Dean Vote - 6-0-1 Pass
- s. Vote to recommend ATM article 15 as written to allow the town to purchase financial comparison software
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass

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- t. Vote to recommend ATM article 16 as written to transfer \$501,000 to supplement Chapter 90 money
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
 - u. ATM article 17 - skip
 - v. Vote to recommend ATM article 18 as written to adopt a town wide meals tax
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
 - w. Fincom will not make a recommendation on ATM article 19-20
 - x. ATM article 21- skip
 - y. Fincom will not make a recommendation on ATM article 22
 - z. ATM article 23 - skip
 - aa. Fincom will not make a recommendation on ATM article 24-29
 - bb. Vote to recommend ATM article 30 as written permitting the town to invest with the Prudent Investors Rule
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
 - cc. ATM article 31-32 - skip
 - dd. Fincom will not make a recommendation on ATM articles 33-35
 - ee. Vote to recommend ATM article 36 as written to permit an increase in the exemption amount for blind, elderly, widowed and disabled veterans by 50%
 - i. Motion - Picha Second - Dean Vote - 6-1-0 Pass
 - ff. Vote to recommend article 37 as written to grant to veterans if they have placed their property into a trust of other instrument so long as they are still residing in their home
 - i. Motion - Picha Second - Dean Vote - 6-1-0 Pass
 - gg. Vote to recommend article 38 as written to appropriate \$2,317,712 for the replacement of the Central School Roof with a potential 57.74% grant from MSBA
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
 - hh. ATM article 39 - skip
 - ii. Vote to recommend ATM article 40 as written for \$3,000 for the purchase of specialized emergency response equipment
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
 - jj. Vote to recommend ATM article 41 as written to create a library revolving fund
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
 - kk. Vote to recommend ATM article 42 as written to authorize spending limits for revolving funds
 - i. Motion - Picha Second - Dean Vote - 7-0-0 Pass
 - ll. Fincom will not make a recommendation on ATM article 43
 - mm. ATM article 44 - skip
4. Vote to transfer \$17,286 from the reserve fund to fire account 01-231-520-5502 to pay for sanitizing equipment during the COVID 19 emergency
- a. Motion - Reilly
 - b. Second - Hudson
 - c. Vote - 7-0-0

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5. Misc. Items
 - a. Next meeting we will need to draft our intro letter for the warrant
 - b. Discussion on if the fire or police department needs anything for the COVID19 crisis
 - c. Next meeting will be a virtual meeting on 4/7/20 at 6pm

6. Vote on minutes
 - a. Voted to approve the minute of 1/21/20, 3/3/20, and 3/10/20
 - b. Motion - Reilly, Second - Picha
 - c. Vote - 7-0-0

7. Vote to adjourn meeting at 8:37
 - a. Motion to adjourn - Picha
 - b. Second - Conley
 - c. Vote 7-0-0

Melanie Dean, Clerk