

**Town of East Bridgewater Finance Committee**

175 Central Street  
East Bridgewater, MA 02333  
Town Hall



**Finance Committee Meeting Minutes**  
**Tuesday, February 21, 2023**

REC'D EB TOWN CLERK  
23 APR 5 AM 9:37

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**Members present:** Dan Picha, Dave Walsh, Karen Harhen, Lisa Allington, Karin Gilman, George Jouvin

**Member(s) absent:**

**Guest(s):** Charlie Seelig, Town Administrator; Chris Buckley, Veterans' Services Officer; Russ Hannagan, EB CAM Executive Director; Jessica Henderson, Library Director; Patrick Franey, Building Commissioner; Ryan McGonigle; IT Director;


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1. Meeting called to order at 6:00 PM by Dan Picha, Finance Committee Chair.
2. Budget Presentation by Veterans' Services Officer – Chris Buckley
  - a. Level services budget presented, including 2% increase in department head salary
  - b. New job description for Veteran Services Assistant was presented to committee; position to assist with processing passport requests
    - i. In addition to increasing passport volume, they are expecting many passport renewals for minors in the next year
  - c. Department continues to see service utilization grow: four years ago, there were 17 veterans and today there are 25 veterans
3. Budget Presentation by EB Community Access Media Executive Director - Russ Hannagan
  - a. EB CAM budget is offset by Comcast revenue
  - b. Services include three channels for public education/access, community events, sports, parades, etc.
  - c. Training & Education includes national conference each year, quarterly workshops
  - d. Vehicle maintenance needed for Mercedes van which has a generator and equipment built in and needs to be serviced through a dealer
  - e. Maintenance engineer services cameras and equipment quarterly
  - f. New equipment may be needed soon as life expectancy is 10-15 years
4. Budget Presentation by Library Director – Jessica Henderson
  - a. FY24 budget reflects a new minimum wage which increased in January 2023
  - b. Many expenses are offset by state aid (i.e. Library needs a new website)

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- c. Revolving Fund is composed of library fines (which are being eliminated) and other miscellaneous items
5. Budget Presentation by Building and Planning Department – Patrick Franey
- a. No major changes for FY24 except for salaries, including 2% cost-of-living adjustment and step increases (once determined)
6. Budget Presentation by IT Director – Ryan McGonigle
- a. Level-service budget for FY24 which equates to a 4.9% increase over last year due to the following:
    - i. Several 3-year service contracts need to be renewed this year; plan is to move back to annual contracts
    - ii. New card access system was installed last year which needs a new service contract
  - b. PCs purchased three years ago via CARES act will need to be replaced over the next few years; looking at a multi-year (3-4) replacement plan
7. Other Budget Updates
- a. Next week DPW and Police will present their budgets
  - b. Charlie Seelig has updated the Board of Selectmen budget and will also present next week
8. Motion to adjourn meeting was made at 6:58 PM by Dave Walsh, seconded by Lisa Allington and approved 6-0.

  
4/4/2023