

Town of East Bridgewater Finance Committee

175 Central Street
East Bridgewater, MA 02333
Town Hall



Finance Committee Meeting Minutes Wednesday, February 15, 2023

REC'D EB TOWN CLERK
'23 APR 5 AM 9:27

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


Member(s) absent: Dave Walsh

Guest(s): Charlie Seelig, Town Administrator; Melanie Dean, Town Accountant; Pam Adduci, Treasurer/Collector; Timothy Harhen, Fire Chief

1. Meeting called to order at 6:02 PM by Dan Picha, Finance Committee Chair.
2. Budget Presentation by Treasurer/Collector – Pam Adduci
 - a. Pam Adduci presented a level-funded budget for FY24 with salaries slightly higher due to step increases and longevity pay.
 - b. There are also increases in Medicare premiums, life insurance, health insurance and county retirement, which is increasing by \$450,000.
3. Budget Presentation by Fire Chief – Tim Harhen
 - a. FY24 Fire Department budget does not include raises for union salaries (which will be retroactive for FY23, since contract ended in June 2022), as well as for department's admin assistant salary.
 - b. SAFER grant officially started on 1/8/23 and provides funding for four new firefighters over the next three years.
 - c. Admin assistant's increase in hours is to process additional EMS billing and conduct report reviews needed to gather info for CMS (Medicare/Medicaid) study over a 12 month period.
 - d. Additional Comp other line is expected to decrease because part of the fire chief's salary was previously paid through stipends from this line, but is now incorporates into regular salary.
 - e. Call Back line is expected to decrease from \$100,000 to \$80,000 due to increased staffing (6-person groups).
 - f. Clothing Allowance increase is due to onboarding additional staff, an expected officer's retirement and subsequent promotions to follow.
 - g. Repair and Maintenance is expected to increase by \$5,000.
 - h. Other Charges & Expenses line is expected to increase in order to hire a firm to conduct written promotional exams and assessment center(s).
 - i. Billing Service fees are expected to increase due to more billing being processed.

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- j. Ambulance supplies are also increasing due to changes in the supply exchange process, which was formerly done by hospitals for no fee.
4. Special Town Meeting – Fire Department Requests by Chief Tim Harhen
 - a. Anticipated request to transfer ~\$30,000 from reserve fund to cover sick leave
 - b. Anticipated request to transfer ~\$95,000 from Ambulance Receipts to fund a radio system upgrade in order to: alleviate dead spots and add a digital channel for the Fire Department. DPW to get a new channel, as well as reprogram radios for Fire/Police/DPW, upgrade consoles, and create redundant transmitter sites.
5. Annual Town Meeting – Fire Department Requests by Chief Tim Harhen
 - a. Anticipated request to transfer money to repay the purchase of the tower truck (amount TBD)
 - b. Anticipated request to transfer ~\$8,000 for the purchase of three AED life-saving devices for use by the police department
 - c. Capital/Free Cash request for ~\$149,000 to replace PPE (personal protective equipment) for 10-year old structural fire fighting gear, which is at end of its life expectancy and acquire 27 sets of non-structural PPE.
6. Meeting Minutes Review & Approval from 2/6/23
 - a. Motion made by Lisa Allington to approve 2/6/23 meeting minutes as written, seconded by George Jouvin, and approved 5-0 by committee members
7. Other Updates
 - a. Police Department budget presentation has been rescheduled to 2/28/23
 - b. Dan Picha offered to present the Conservation Department budget which is virtually unchanged
 - c. Town has received a letter from Norfolk Agricultural High School related to tuition rate increases; East Bridgewater currently has nine students enrolled
8. Motion to adjourn meeting was made by Lisa Allington, seconded by George Jouvin and approved 5-0.



4/4/2023