



# Town of Fairhaven

Town Hall - 40 Centre Street - Fairhaven, MA 02719

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TOWN CLERK

2022 JUL 11 A 11:03

FAIRHAVEN,  
MASS.

## Finance Committee

**Minutes of the meeting for Thursday, May 5, 2022, held remote video conference by Zoom**

### Members in Attendance

Padraic Elliot- Chairman, Jennifer Dupras, Robert Grindrod, Lisa Plante

### Town of Fairhaven

Wendy Graves – Collector/Treasurer/Finance Director

Angeline Lopes Ellison – Town Administrator

Tara Kohler - Superintendent of Schools

Nicole Potter – School Principal

6:32 Meeting called to order by Chairman.

Motion made by Robert Grindrod to nominate Jennifer Dupras as recording secretary for the one meeting, seconded by Lisa Plante.

Carolyn Roberts and Kathleen Carter join the meeting

Roll call Vote - Unanimous 5/0

### Business to Cover

#### Article 13 – Item E

High School Exterior Renovations – Presentation by Tara Kohler and Nicole Potter.

Discussion on funding source- annual debt burden? School committee plans to apply in the fall for CPC funds.

Finance committee members have no added comments or questions

Motion made by Robert to recommend to town meeting Article 13 Item 3 \$2.275 Million for High School Repair and Replace Southeast and Southwest Gables, Second by Lisa. Roll call vote unanimous 6/0

### General Fund Operating Budget

Discussion and review Energy costs

Labor Contracts – Wage and Salary reserve of \$500,000 as negotiations are on going

Discussion on recording secretary – review of other boards - finance committee members hopeful to have additional members after in person town meeting.

### Budget General Fund Operating adjustments

Revised line items: Selectboard \$312,316

Building Dep operating expense \$11,350

MA Unemployment \$65,000

Motion made by Bob, seconded by Carolyn. Roll Call vote unanimous 6/0

Article 4 Item A

Discussion on selectboard salary – recommend or not recommend. Cannot change the amount of the article.  
Motion by Lisa to recommend to town meeting. Seconded by Bob. Roll Call vote unanimous 6/0

Article 6 A, B, C, D

Motion by Jenn to recommend to town meeting. Seconded by Lisa. Roll call vote unanimous 6/0

Article 8

Previously voted

Article 32 – Rescind our recommendation

Motion made by Bob, seconded by Lisa. Roll call vote unanimous 6/0

Article 35 – Municipal Light Plant

Wendy – procedural motion confirmed by Angeline Lopes Ellison to allow the town to move forward with special legislation and bonds to be able to determine costs and set up

Motion made by Bob to yield to petitioner, seconded by Lisa. Roll Call vote unanimous 6/0

Article 45

Hold for further explanation

Article 48

Seaport Union Wharf

Motion made by Jenn to recommend to town meeting seconded by Lisa. Roll Call vote unanimous 6/0

Reserve Fund Transfer

Motion made by Bob to transfer \$5500 from Reserve Fund to Fire Department operation Gasoline account number 01-220-00-5410-00, seconded by Lisa. Roll Call vote unanimous 6/0

Pat Elliot review of upcoming meetings, July 5, 2022, will be year-end transfers. Committee members need to be re-appointed by their precincts.

8:55 Carolyn Roberts motion to adjourn, seconded by Lisa, roll call vote unanimous 6/0

Respectfully submitted

Jennifer Dupras

Finance Committee



Board of Selectmen Recommended  
FY23 General Fund Operating Budget

	Operating Expenses and Transfers	FY21 Actual	FY22 Budgeted	FY23 Requested	FY23 Recommended	
	<b>GENERAL GOVERNMENT</b>					
114	MODERATOR					
	Salaries & Wages	\$ 800	\$ 1,000	\$ 1,000	\$ 1,000	
122, 195, 405	<b>SELECTMEN/TOWN ADMINISTRATOR</b>					
	Salaries & Wages	\$ 296,181	\$ 301,747	\$ 312,316	\$ 320,816	+\$8,500.00 elected salaries
	Operating Expenses	\$ 39,970	\$ 33,699	\$ 34,820	\$ 27,470	-\$600 adv, -\$650 postage, -\$1,100 off sup
	S/T	\$ 336,151	\$ 335,446	\$ 347,136	\$ 348,286	-\$5,000 Rogers maint
153	<b>HUMAN RESOURCES</b>					
	Salary & Wages	\$ 94,406	\$ 91,535	\$ 127,836	\$ 127,836	
	Operating Expenses	\$ 13,423	\$ 21,300	\$ 18,570	\$ 12,370	-\$1,000 contt serv, -\$200 off sup, -\$5,000 wellness
	S/T	\$ 107,829	\$ 112,835	\$ 146,406	\$ 140,206	
135	<b>ACCOUNTING</b>					
	Salary & Wages	\$ 140,420	\$ 144,656	\$ 148,354	\$ 148,354	
	Operating Expenses	\$ 43,954	\$ 50,213	\$ 59,153	\$ 58,953	-\$200 seminars
	S/T	\$ 184,374	\$ 194,869	\$ 207,507	\$ 207,307	
145	<b>FINANCE DIRECTOR (TREASURER/COLLECTOR)</b>					
	Salaries & Wages	\$ 373,260	\$ 375,842	\$ 385,514	\$ 385,514	
	Operating Expenses	\$ 81,578	\$ 126,141	\$ 135,360	\$ 126,160	-\$2,000 off sup, -\$200 preprinted, -\$7,000 tax title
	S/T	\$ 454,838	\$ 501,983	\$ 520,874	\$ 511,674	
161, 163	<b>TOWN CLERK/ELECTIONS</b>					
	Salaries & Wages	\$ 152,327	\$ 124,972	\$ 161,175	\$ 156,175	-\$5,000 election sal
	Operating Expenses	\$ 28,950	\$ 29,425	\$ 33,797	\$ 32,797	-\$1,000 postage election
	S/T	\$ 181,277	\$ 154,397	\$ 194,972	\$ 188,972	
141	<b>ASSESSORS</b>					
	Salaries & Wages	\$ 184,496	\$ 188,248	\$ 204,232	\$ 204,232	
	Operating Expenses	\$ 53,243	\$ 88,668	\$ 47,624	\$ 45,643	-\$500 off sup, -\$810 mileage, -\$671 seminars
	S/T	\$ 237,739	\$ 276,916	\$ 251,856	\$ 249,875	
192	<b>TOWN HALL</b>					
	Salaries & Wages	\$ 45,236	\$ 48,894	\$ 73,799	\$ 54,826	-\$18,973 new PT custodian
	Operating Expenses	\$ 109,315	\$ 60,515	\$ 67,743	\$ 64,713	-\$3,030 telephone
	S/T	\$ 154,551	\$ 109,409	\$ 141,542	\$ 119,539	
113, 131	<b>TOWN MEETING/FINANCE COMMITTEE</b>					
	Salaries & Wages	\$ 146	\$ 400	\$ 1,500	\$ 1,500	
	Operating Expenses	\$ 7,265	\$ 7,745	\$ 7,945	\$ 7,945	

Board of Selectmen Recommended  
FY23 General Fund Operating Budget

	Operating Expenses and Transfers	FY21 Actual	FY22 Budgeted	FY23 Requested	FY23 Recommended	
	S/T	\$ 7,411	\$ 8,145	\$ 9,445	\$ 9,445	
175-00	PLANNING BOARD					
	Salaries & Wages	\$ 3,720	\$ 3,200	\$ 3,200	\$ 3,200	
	Operating Expenses	\$ 1,873	\$ 3,990	\$ 3,990	\$ 3,990	
	S/T	\$ 5,593	\$ 7,190	\$ 7,190	\$ 7,190	
175-01	PLANNING AND ECONOMIC DEVELOPMENT					
	Salaries & Wages	\$ 114,647	\$ 124,436	\$ 125,944	\$ 125,944	
	Operating Expenses	\$ 4,965	\$ 16,173	\$ 15,700	\$ 9,500	-\$5,700 contr serv, -\$500 dues
		\$ 119,612	\$ 140,609	\$ 141,644	\$ 135,444	
175-01	ECONOMIC DEVELOPMENT COMMITTEE	\$ 1,905	\$ 8,000	\$ 8,000	\$ 8,000	
176	BOARD OF APPEALS					
	Salaries & Wages	\$ 1,600	\$ 2,196	\$ 3,200	\$ 3,200	
	Operating Expenses	\$ 3,722	\$ 3,528	\$ 18,920	\$ 18,920	
	S/T	\$ 5,322	\$ 5,724	\$ 22,120	\$ 22,120	
151	LEGAL EXPENSE	\$ 191,811	\$ 170,000	\$ 180,000	\$ 180,000	
171	CONSERVATION COMM/SUSTAINABILITY					
	Salaries & Wages	\$ 80,948	\$ 80,859	\$ 120,461	\$ 97,840	-\$30,457 new admin asst, +\$13,836 recording sec
	Operating Expenses	\$ 9,060	\$ 20,754	\$ 11,152	\$ 10,069	-\$320 off sup, -\$150 field sup, -100 uniforms,
	S/T	\$ 90,008	\$ 101,613	\$ 131,613	\$ 107,909	-\$513 mileage
122	BUZZARD'S BAY ACTION COMM.	\$ 1,520	\$ 1,520	\$ 1,800	\$ 1,800	
	TOTAL GENERAL GOVERNMENT	\$ 2,080,741	\$ 2,129,556	\$ 2,313,105	\$ 2,238,767	
	PUBLIC SAFETY					
210,292	POLICE DEPARTMENT/ANIMAL CONTROL					
	Salaries & Wages	\$ 3,787,167	\$ 4,027,523	\$ 4,261,966	\$ 4,164,484	-\$74,482 new LSW, -\$23,000 PT custodian
	Operating Expenses	\$ 379,985	\$ 390,865	\$ 448,677	\$ 434,477	-\$500 off sup, -\$1,000 build maint sup, -\$7,500
	S/T	\$ 4,167,152	\$ 4,418,488	\$ 4,710,643	\$ 4,598,961	trailer, -\$5,000 vet exp, -\$200 dog food
220,225,291	FIRE DEPARTMENT/EMERGENCY MANAGEMENT					
	Salaries & Wages	\$ 2,657,121	\$ 2,858,310	\$ 3,058,863	\$ 2,795,486	-\$263,377 new FF (4)
	Operating Expenses	\$ 294,209	\$ 345,315	\$ 422,861	\$ 397,561	-\$3,200 med serv, -\$6,000 train, -\$16,000 equip,
	S/T	\$ 2,951,330	\$ 3,203,625	\$ 3,481,724	\$ 3,193,047	-\$300 EMA off sup
241	BUILDING DEPARTMENT					
	Salaries & Wages	\$ 164,201	\$ 180,796	\$ 196,104	\$ 178,381	-\$17,723 new PT file clerk

Board of Selectmen Recommended  
FY23 General Fund Operating Budget

	Operating Expenses and Transfers	FY21 Actual	FY22 Budgeted	FY23 Requested	FY23 Recommended	
	Operating Expenses	\$ 4,072	\$ 6,300	\$ 11,750	\$ 6,850	-\$1,850 telephone, -\$250 off sup, -\$500 books,
	S/T	\$ 168,273	\$ 187,096	\$ 207,854	\$ 185,231	-\$300 uniforms, -\$1,000 gas, -\$1,000 seminars
298	MARINE RESOURCES					
	Salaries & Wages	\$ 163,319	\$ 165,083	\$ 171,557	\$ 171,557	
	Operating Expenses	\$ 32,440	\$ 36,431	\$ 52,795	\$ 52,145	-\$400 sup, -\$250 sup/equip
	S/T	\$ 195,759	\$ 201,514	\$ 224,352	\$ 223,702	
244	WEIGHTS AND MEASURES					
	Salaries & Wages	\$ 1,190	\$ 7,140	\$ 7,140	\$ 7,140	
	Operating Expenses	\$ 611	\$ -	\$ 200	\$ 200	
	S/T	\$ 1,801	\$ 7,140	\$ 7,340	\$ 7,340	
424	STREET LIGHTING					
	STREET LIGHTING	\$ 66,551	\$ 60,000	\$ 61,000	\$ 61,000	
	TOTAL PUBLIC SAFETY	\$ 7,550,866	\$ 8,077,863	\$ 8,692,913	\$ 8,269,281	
	EDUCATION					
300	FAIRHAVEN PUBLIC SCHOOLS					
	FAIRHAVEN PUBLIC SCHOOLS	\$ 20,459,480	\$ 22,179,843	\$ 23,052,638	\$ 22,910,638	-\$200,000 cut
301	GNBRVT HIGH SCHOOL					
	GNBRVT HIGH SCHOOL	\$ 1,880,290	\$ 2,080,413	\$ 2,217,552	\$ 2,217,552	+\$58,000 transportation
302	BRISTOL COUNTY AGGIE HS					
	BRISTOL COUNTY AGGIE HS	\$ 53,174	\$ 168,335	\$ 181,000	\$ 181,000	
	TOTAL EDUCATION	\$ 22,392,944	\$ 24,428,591	\$ 25,451,190	\$ 25,309,190	
	PUBLIC WORKS					
421	ADMINISTRATION					
	ADMINISTRATION	\$ 197,034	\$ 204,944	\$ 209,455	\$ 209,455	
	Salaries & Wages	\$ 4,978	\$ 9,977	\$ 12,425	\$ 9,925	-\$2,500 replace equip
	Operating Expenses	\$ 202,012	\$ 214,921	\$ 221,880	\$ 219,380	
	S/T					
403,420	HIGHWAY DIVISION					
	HIGHWAY DIVISION	\$ 1,169,129	\$ 1,215,054	\$ 1,305,604	\$ 1,305,604	
	Salaries & Wages	\$ 578,636	\$ 642,922	\$ 653,122	\$ 650,722	-\$2,400 curbing
	Operating Expenses	\$ 58,244	\$ 60,000	\$ 60,000	\$ 60,000	
	Snow and Ice Removal	\$ 1,806,009	\$ 1,917,976	\$ 2,018,726	\$ 2,016,326	
	S/T					
294,295	TREE DEPARTMENT					
	TREE DEPARTMENT	\$ 22,155	\$ 42,023	\$ 45,321	\$ 45,321	
	Salaries & Wages	\$ 23,014	\$ 14,309	\$ 22,430	\$ 19,280	-\$600 sm tool rep, -\$1,000 r & m equip, -\$1,000
	Operating Expenses	\$ 45,169	\$ 56,332	\$ 67,751	\$ 64,601	tree pur, -\$350 chem, -\$200 equip for pers
	S/T					

Board of Selectmen Recommended  
FY23 General Fund Operating Budget

	Operating Expenses and Transfers	FY21 Actual	FY22 Budgeted	FY23 Requested	FY23 Recommended	
431	SANITATION (Recycling & Waste Disposal)					
	Operating Expenses	\$ 1,386,398	\$ 1,516,469	\$ 1,601,056	\$ 1,601,056	
	S/T	\$ 1,386,398	\$ 1,516,469	\$ 1,601,056	\$ 1,601,056	
	<b>TOTAL PUBLIC WORKS</b>	<b>\$ 3,439,588</b>	<b>\$ 3,705,698</b>	<b>\$ 3,909,413</b>	<b>\$ 3,901,363</b>	
	HEALTH AND HUMAN SERVICES					
	BOARD OF HEALTH					
510	Salaries & Wages	\$ 104,907	\$ 151,764	\$ 155,211	\$ 155,211	
	Operating Expenses	\$ 18,231	\$ 24,502	\$ 24,910	\$ 24,210	-\$200 mileage, -\$500 seminars
	S/T	\$ 123,138	\$ 176,266	\$ 180,121	\$ 179,421	
541	COUNCIL ON AGING					
	Salaries & Wages	\$ 156,755	\$ 179,910	\$ 166,609	\$ 166,609	
	Operating Expenses	\$ 25,669	\$ 32,278	\$ 33,915	\$ 33,335	-\$580 r & m build
	S/T	\$ 182,424	\$ 212,188	\$ 200,524	\$ 199,944	
543	VETERANS SERVICES					
	Salaries & Wages	\$ 79,276	\$ 81,972	\$ 88,545	\$ 88,545	
	Operating Expenses	\$ 531,759	\$ 681,800	\$ 741,400	\$ 581,200	-\$120k medical, -\$40k benefits, -\$200 seminars
	S/T	\$ 611,035	\$ 763,772	\$ 829,945	\$ 669,745	
190	COMMISSION ON DISABILITY		\$ 1,000	\$ 1,000	\$ 1,000	
122	RAPE CRISIS PROJECT	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	
	<b>TOTAL HEALTH &amp; HUMAN SERVICES</b>	<b>\$ 918,597</b>	<b>\$ 1,155,226</b>	<b>\$ 1,213,590</b>	<b>\$ 1,052,110</b>	
	CULTURE AND RECREATION					
611	MILLICENT LIBRARY	\$ 718,696	\$ 703,601	\$ 714,291	\$ 714,291	
640	RECREATION					
	Salaries & Wages	\$ 181,516	\$ 198,803	\$ 205,350	\$ 205,350	
	Operating Expenses	\$ 55,737	\$ 125,700	\$ 134,850	\$ 134,650	-\$200 off sup
	S/T	\$ 237,253	\$ 324,503	\$ 340,200	\$ 340,000	
650	PARK DIVISION					
	Salaries & Wages	\$ 82,249	\$ 119,612	\$ 130,891	\$ 130,891	
	Operating Expenses	\$ 45,840	\$ 40,129	\$ 43,529	\$ 43,029	-\$500 roadwork materials
	S/T	\$ 128,089	\$ 159,741	\$ 174,420	\$ 173,920	
189	TOURISM					
	Salaries & Wages	\$ 73,248	\$ 75,523	\$ 77,410	\$ 77,410	

Board of Selectmen Recommended  
FY23 General Fund Operating Budget

	Operating Expenses and Transfers	FY21 Actual	FY22 Budgeted	FY23 Requested	FY23 Recommended	
	Operating Expenses	\$ 19,692	\$ 21,532	\$ 22,025	\$ 21,825	-\$200 supplies
	S/T	\$ 92,940	\$ 97,055	\$ 99,435	\$ 99,235	
691	FINE ARTS	\$ -	\$ 200	\$ 1,200	\$ 1,200	
670	HISTORICAL COMMISSION	\$ 16,997	\$ 16,750	\$ 18,500	\$ 18,500	
692	MEMORIAL/VETERANS DAY	\$ 2,185	\$ 2,500	\$ 3,000	\$ 3,000	
122	CULTURAL COUNCIL	\$ 2,750	\$ 2,750	\$ 2,750	\$ 2,750	
	TOTAL CULTURE AND RECREATION	\$ 1,198,910	\$ 1,307,100	\$ 1,353,796	\$ 1,352,896	
155	CONSOLIDATED INFORMATION TECHNOLOGY	\$ 479,298	\$ 497,261	\$ 493,267	\$ 489,767	-\$2,000 sup, -\$1,500 training
	NON-DEPARTMENTAL					
911	CONTRIBUTORY RETIREMENT	\$ 3,388,344	\$ 3,691,389	\$ 3,726,735	\$ 3,726,735	
924	GROUP INSURANCE	\$ 4,342,000	\$ 4,776,200	\$ 4,600,000	\$ 4,600,000	
913	MA EMPLOYMENT SECURITY	\$ 225,000	\$ 75,000	\$ 78,000	\$ 69,500	-\$8,500.00
925	TOWN INSURANCE	\$ 900,000	\$ 850,000	\$ 905,000	\$ 905,000	
918	MEDICARE ASSESSMENT (EMPLOYER SHARE)	\$ 420,000	\$ 430,000	\$ 440,000	\$ 440,000	
122	WINDTURBINE ELECTRIC EXPENSE	\$ 633,045	\$ 775,000	\$ 700,000	\$ 700,000	
	TOTAL NON-DEPARTMENTAL	\$ 9,908,389	\$ 10,597,589	\$ 10,449,735	\$ 10,441,235	
710	DEBT SERVICE					
	Principal	\$ 798,848	\$ 787,000	\$ 767,479	\$ 767,479	
	Interest	\$ 273,413	\$ 252,320	\$ 181,625	\$ 181,625	
	Principal Authorized but not issued	\$ 4,784	\$ 36,625	\$ 60,100	\$ 60,100	
	Interest Authorized but not issued	\$ 4,416	\$ 40,453	\$ 16,000	\$ 16,000	
	Interest on Temp Loans	\$ 27,852	\$ 4,000	\$ 4,000	\$ 4,000	
	TOTAL DEBT SERVICE	\$ 1,109,313	\$ 1,120,398	\$ 1,029,204	\$ 1,029,204	
820	ASSESSMENTS (Cherry sheet charges)					
	County Tax	\$ 238,936	\$ 248,980	\$ 255,205	\$ 255,205	
	Mosquito Control District	\$ 48,836	\$ 50,604	\$ 51,872	\$ 51,872	
	Air Pollution District	\$ 4,923	\$ 5,049	\$ 5,090	\$ 5,090	



Board of Selectmen Recommended  
FY23 General Fund Operating Budget

Operating Expenses and Transfers	FY21 Actual	FY22 Budgeted	FY23 Requested	FY23 Recommended
RMV Non-Renewal Surcharge	\$ 15,460	\$ 15,460	\$ 9,760	\$ 9,760
Regional Transit	\$ 36,358	\$ 37,267	\$ 38,199	\$ 38,199
Special Education Charges	\$ -	\$ -	\$ -	\$ -
School Choice Sending Tuition	\$ 181,288	\$ 305,894	\$ 314,593	\$ 314,593
Charter School Sending Tuition	\$ 79,638	\$ 13,791	\$ 20,421	\$ 20,421
TOTAL ASSESSMENTS	\$ 605,439	\$ 677,045	\$ 695,140	\$ 695,140
TOTAL GENERAL FUND OPERATING BUDGET	\$ 49,684,085	\$ 53,696,427	\$ 55,601,353	\$ 54,778,953
APPROPRIATIONS TO RESERVES				
OVERLAY RESERVE (ABATEMENTS & REFUNDS)	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
RESERVE FUND	\$ 75,000	\$ 100,000	\$ 100,000	\$ 100,000
O(ther) P(ost) E(mployment) B(enefits) RESERVE	\$ 300,000	\$ 200,000	\$ 350,000	\$ 350,000
WAGE AND SALARY RESERVE	\$ -	\$ 2,645	\$ 500,000	\$ 500,000
TOTAL APPROPRIATIONS TO RESERVES	\$ 675,000	\$ 602,645	\$ 1,250,000	\$ 1,250,000
Total General Fund and Reserves	\$ 50,359,085	\$ 54,299,072	\$ 56,851,353	\$ 56,028,953
FINANCIAL ARTICLES	\$ 15,000	\$ 15,000	\$ 18,000	\$ 18,000
GRAND GENERAL FUND TOTALS	\$ 50,374,085	\$ 54,314,072	\$ 56,869,353	\$ 56,046,953
Revenue	\$ 52,776,459	\$ 54,354,578	\$ 56,046,953	\$ 56,046,953
Surplus Revenue/Free Cash	\$ (428,273)	\$ (285,200)	\$ -	\$ -
SURPLUS (DEFICIT)	\$ 1,974,101	\$ (244,694)	\$ (822,400)	\$ (50)