



Town of Fairhaven

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Town Hall - 40 Centre Street - Fairhaven, MA 02719

2020 MAR -3 A 8:31

MEETING NOTES

FAIRHAVEN,
MASS.

Date, Time, Location:

February 20th, 2020 @ 7:00 P.M., BPW Administration Building, 5 Arsene Street, Fairhaven, MA.

Meeting Overview:

1. Meeting Called to Order
2. Approval of last meeting minutes
3. Budgets Discussed
 - a. Fire Department
 - b. EMS
 - c. Police
 - d. Animal Control
 - e. Accountant
 - f. Treasurer/Collector
 - g. Assessors
 - h. Debt Services
4. Closing Remarks
5. Meeting close

-Key-

#) = Issue being discussed

* = Notes

** = Specifies issues voted on if multiple are voted on within a section

- = Decrease in detail budget item

+ = Increase in detail budget item

● = Note on detail budget item

◇ = Votes (Nom/Second)

! = Change in attendance

Member Attendance (10):

* Padraic Elliott, Chris Fidalgo, Lisa Plante, Kathi Carter, Bernard F. Roderick, Carolyn Roberts, Jennifer Dupraas, Tracey Diggins, Jessica Dwelly, Kevin Gallagher

Town of Fairhaven (2):

* Wendy Graves (Collector/Treasurer/Finance Director), Todd Carreria (Fire Department), Timothy Francis (Fire Department), Mike Myers (Police Department), Michael Botello (PD)

Meeting called, 7:00PM

1) February 6th, Meeting

* 2nd page, 3rd form the bottom, retired seniors on fixed income

◆ Lisa, Bernie, Unanimous 9-0, 1 Abstain

2) Fire Department

* Special thanks to Mark, Wendy, & Mark, et. al., helping to streamline the process

+ Salaries increase, 132k, 42k buyout

+ EMS Overtime, 8k

+ Regular overtime, 4k, based upon contractual increases

* Hired 4 new firefighters, don't count towards staffing due to finishing training

* Once people are counted as staff, the increase will make more sense

* Lisa: Why hire and then train? Chief: Paramedics first, then sent to firefighter academy

* Lisa: What about hiring firefighters and then training them as paramedics? Todd: Part time academy, then full time academy, paramedic requires 2 years of schooling, but the firefighting academy is 10 wks; due to backed up academy, takes time to train

* Wendy: Will reconsider if we get more state aid

* Pad: Pg 164, Over-time pay 86k? 262k is EMS overtime and Fire overtime, mainly for EMS

* Expecting a 3-3.5% increase in revenue

! Mike Myers arrives

* No general expenses increase

- Electricity and gas

+ Vehicles repairs

+ Defib maintenance

- Medical services due to no new hiring

+ Phones, new fiber optic

+ Service & Maintenance, contractual

- Training, no new hires

- Training, continued education

+ Contracted services, 8k increase due to contractual agreements, new software for emergency mgmt, Station Smarts

+ Office supplies, new shredder

- Building maintenance, increased cost of supplies

+ Dues, new fees

+ Gear dryer, for laundry of gear, increases longevity for gear

+ 2 iPads (went through IT for approval), goes hand-in-hand with station software

* Kathi: Are there alarms on personal? FD: Mandatory by law

- Replacement of Equipment, replacing AEDs, stair chair, nozzles

* Next FY, likely to request a new pumper

2) EMS

+ Heat, due to shortage last year

+ Electric, due to shortage last year

+ Repair and maintenance for building, new door

- Phone, going back to flat rate
 - + Office supply, binders
 - + Safety equipment for volunteers
 - + 1 AED & cots (bariatric and handicap)
- * Pad: EMS trained for AED? Todd: Yes, all are trained
- * Kathi: Accomodation for pets? Todd: Coming soon, where can we put a better pet center

4) Police

- * Police documents are out of date with Mark's adjustments
- * 47k, Regular pay & overtime, discrepancy, want to move custodian from part to full time, remaining 26k has been cut mainly from overtime
- * General expenses unclassified, new item, recommendation from accountant, to cover supplies for people working extra time (food, water)
 - Heat, PD unaware of the reasons for the recommendation
 - Electric, PD unaware of the reasons for the recommendation
 - + Repair & maintenance vehicle, budget was cut last year
 - + Repair & maintenance building, issues with HVAC, mold remediation, door, flooding
 - + Repair & maintenance equipment, archiving emails fee increase
 - + Telephone, additional costs with new systems, Discrepancy between PD & Mark's numbers
 - + Service Maintenance agreements, increases every year
 - + Gas, usually short
 - + Uniforms, contractual obligations with the town
 - + Equipment for personnel, increased cost for equipment
 - + Dues, increase in due structure, PG 130 & PG 124 discrepancy
- * Kathi: Mold remediation? Mike: Comes in different areas and phases, at least once per year, no specific contract

5) Animal Control

- + Regular pay & overtime combined, for step increases, change from salary to overtime
 - Heat, Power, Electricity, discrepancy between PD and Mark
 - + Repair and Maintenance Building, heating system for shelter, furnace
 - + Veterinary expenses, still down from prior actual costs
- * Carolyn: How does restitution work? Botello: Goes back to general fund
- Telephone, based on monthly bills
 - + Office supply, typically over budget
 - + Pre-printed forms, typically over budget
- * Pad: Cleaning supplies is low, why this funding? Level-funded cleaning supplies, but PD covers the cost, cheaper to go through PD
- * Jessica: Low in spend on dog food & supplies? Mike: A lot of donations, budget is more for coverage and exotics

6) Accountant

- + Regular pay, contractual agreements
- + Office supplies, file cabinets

- + Seminars & Professional Gatherings, town accountant is a CPA, needs to take classes to keep their certification
- + Dues, dues for associations went up
- + Town Audit, expecting it to be more expensive this year

7) Treasurer/Collector

- + Regular pay, contractual agreements
 - Requested 2k increase Tax Titles, but cut
 - Requested 2k increase Contracted Services, but cut

8) Assessors

- + Regular pay, contractual agreements
- + Deeds, probates, recording
- Contractual services, not sure why
- + Map Revisions, cost increase
- + Dues, increase in dues

9) Debt Services

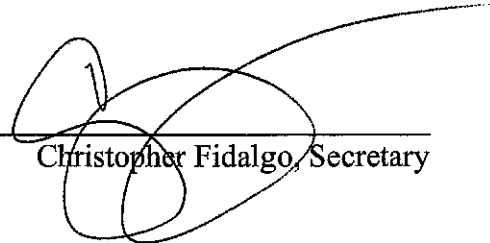
- * Covers outstanding principal & interest
- * Only major point interest authorized but not issued
- * Wendy will produce a spreadsheet for next week

Closing Remarks

- * BPW & Highway next week (Park)
- * Likely next or meeting after, general government
- * Likely to have questions for HR
- * Lisa has questions on conservation; requested for staff increase? Wendy: cut
- * Other departments FinCom has questions about: HR, Conservation, Town Clerk/Elections, Board of Health, Tourism, IT
- * School in 2 weeks

Close Meeting

◆ Chris, Lisa, Unanimous 10-0



Christopher Fidalgo, Secretary